



City of Blue Lake

111 Greenwood Road-P.O. Box 458

Blue Lake, CA 95525

707-668-5655(P) 707-668-5916(F) www.bluelake.ca.gov

City Council Agenda

Tuesday, January 28, 2025 ~ 6:30 p.m. ~Regular Council Meeting
Skinner Store-111 Greenwood Road, Blue Lake California

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

Public Input can be given to the Council by emailing cityclerk@bluelake.ca.gov until 4:30 p.m. on Tuesday January 28, 2025.

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

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

Join Zoom Meeting

<https://us02web.zoom.us/j/87488423385?pwd=NhZFWTNqIrl4t8zuV5yZeG03kkLB1QI.1>

Meeting ID: 874 8842 3385

Passcode: 080341

1. **Call to Order**
2. **Pledge of Allegiance and Establish a Quorum of the Council**
3. **Approval of Agenda**
4. **Public Comment** – *The Public is invited to present petitions, make announcements, or provide other information to the City Council that is relevant to the scope of authority of the City of Blue Lake that is not on the Agenda. The Council may provide up to 15 minutes for this public input session. To assure that each individual presentation is heard, the Council may uniformly impose time limitations of 3 minutes to each individual presentation. The public will be given the opportunity to address items that are on the agenda at the time the Council takes up each specific agenda item.*
5. **Closed Session:** Conference with Real Property Negotiators (Gov. Code Section 54956.8)
Property: Blue Lake (City Owned) Parcel Nos. 025-201-019 and 025-201-009
Agency Negotiators: Amanda Mager (City Manager); Russell Gans (City Attorney)
Negotiating Parties: Kenneth Eisner and Tasha Eisner
Under Negotiation: Price and Terms of Payment
6. **Closed Session:** Public Employee Performance Evaluation
Title: City Manager
Closed Session: Conference with Labor Negotiators
Agency Designated Representatives: Mayor and City Attorney
Unrepresented Employee: City Manager
7. **City of Blue Lake Commission Appointments**
 - a. Consider appointing Gloria Kay Baker to the Parks and Recreation Commission
 - b. Consider appointing Rebecca Collins, Justin Goad, Donald Schang and Ted Hales to the Public Safety Commission

8. **Resolution Number 2025-1235:** Adopting Amendments to the Blue Lake General Plan to Update and Implement the Housing Element for the 2019-2027 Planning Cycle (6th Cycle)- Discussion/Action
9. **City Clerk Duties Discussion-**Discussion/Action
10. **Illegal Fireworks-**Discussion
11. **Law Enforcement Update-**Discussion
12. **Powers Creek Flooding-**Discussion
13. **Council Correspondence**
14. **Consent Agenda:**
 - a. City Council Meeting Minutes-September 24, 2025
 - b. City Council Meeting Minutes-October 8, 2025
 - c. City Council Meeting Minutes-November 12, 2024
 - d. City Council Meeting Minutes-November 24, 2024
 - e. City Council Meeting Minutes-December 10, 2024
 - f. City Council Meeting Minutes-January 14, 2025
 - g. Warrants and Disbursements-December 2024
 - h. Fiscal Year 2024-2025 Salary Schedule Amendment No. 2
 - i. Fiscal Year 2023-2024 Budget Amendment
 - j. City Hall Signage Package
15. **Reports of Council and Staff**
 - a. Financial Report
16. **Future Agenda Items**
 - a. Future Agenda Items Tracking Sheet
17. **Adjourn**

A request for disability-related modification or accommodation, including auxiliary aid or services, may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting, by contacting the City Clerk at 707-668-5655, at least 24 hours prior to the commencement of the meeting.



City of Blue Lake

City Council Meeting Agenda Report

Item #: 7
Date: January 28, 2025
Item Subject: Commission Appointments
Submitted By: Mandy Mager, City Manager

General Information:

The City currently has three openings on the Public Safety Commission, one opening on the Parks and Recreation Commission and one opening on the Arts and Heritage Commission. The City maintains a regular posting of open commission positions and has received applications as follows:

Public Safety Commission:

- Rebecca Collins
- Justin Goad
- Donald Schang
- Ted Hales

Parks and Recreation Commission:

- Gloria Kay Baker

Background Material Provided: Maddy Act Posting

Fiscal Impact: N/A

Recommended Action: To appoint the applicants as discussion directs.

Review Information:

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

Comments:

RECEIVED

JAN 13 2025



CITY OF BLUE LAKE

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Phone 707.668.5655 Fax 707.668.5916

City of Blue Lake Commission Application

Commission That You Are Applying For: <i>Public Safety Commission</i>	
Name: <i>Justin Goad</i>	
Residence Address: ██████████ <i>Mitchell rd. Eureka Ca 95503</i>	
Primary Phone No. ██████████	Alternate Phone No.:
Email Address: <i>BlueLakeCommunityNews@gmail</i>	
Educational Background (Last Year Completed): <i>Trade School 1999</i>	
Length of Time Living/Working in Blue Lake: <i>40+ years</i>	
Present Employer: <i>City of Blue Lake and Blue Lake Parks + Rec.</i>	
Job Title: <i>Independent Contractor</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?*
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?*

Answers on back →

① Blue Lake Parks and rec,
President of Blue Lake Chamber of Commerce.

② I have a very analytical mind -
I also like to make sure people are safe
I have also driven on / Rode a bike / motor scooter
on nearly every street in blue Lake.

③ To put forth ideas and suggestions that promotes
Security and Safety of all residents and visitors.

④ I am good at analyzing information and coming
up with Creative solutions -



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JAN 14

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City of Blue Lake Commission Application

Commission That You Are Applying For: <i>Safety Commission</i>	
Name: <i>Rebecca Collins</i>	
Residence Address: XXXXX XXXXXXXXXXXXXXX <i>Blue Lake Ca</i>	
Primary Phone No.: <i>707-XXXXXXXXXX</i>	Alternate Phone No.:
Email Address: XXXXXXXXXXXXXXXXXXXX <i>@yahoo.com</i>	
Educational Background (Last Year Completed): <i>HUMBOLDT STATE BA Degree RECREATION Admin + MINDS BUSINESS</i>	
Length of Time Living/Working in Blue Lake: <i>1995 - Present</i>	
Present Employer: <i>Mad River Hospital</i>	
Job Title: <i>Document Processing Data + Revenue Recovery - Billing</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?*
- 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?*

The City of Blue Lake
City Council Members,

January 13, 2025

My name is Rebecca Collins and I thank you for the opportunity to apply for a position on the Blue Lake Safety Commission.

1. What community organizations are you currently involved with?

I am currently involved with the Whanika Women's Club in the community.

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

The skills and qualifications I bring to the position are a long standing commitment and connection with the City of Blue Lake. I am interested in becoming involved with the current safety issues that impact all of the residents of our community. I am a property owner and a previous business owner in the City of Blue Lake and understand the potential impact issues of safety have for residents and business owners. I have a bachelors degree with a minor in business. I have leadership skills and collaborate well with others.

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

The purpose of the commission is to communicate between the community and the City Council about issues relating to public safety. The Commission formulates possible solutions relating to public safety and offers those solutions to the City Council for consideration.

4. What contributions can you make to the goal/purpose of the Commission

I am organized and can work efficiently and quickly with others to complete tasks. I am willing to spend the time necessary to research possible solutions to issues concerning safety. I currently work for Mad River Hospital as a document processor and in revenue recovery and through this position look at data and trends to help solve problems.

Thank you for your consideration. I look forward to the possibility to support the City of Blue Lake with this important issue.

Sincerely,
Rebecca Collins



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Phone 707.668.5655 Fax 707.668.5916

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JAN 23, 2025

City of Blue Lake Commission Application

Commission That You Are Applying For: Public Safety Commission	
Name: Ted Hales	
Residence Address: [REDACTED] West End Rd, Arcata CA	
Primary Phone No.: [REDACTED]	Alternate Phone No.:
Email Address: [REDACTED]@suddenlink.net	
Educational Background (Last Year Completed): Motorcycle Technician School	
Length of Time Living/Working in Blue Lake: 8 years	
Present Employer: Retired	
Job Title: Sergeant First Class, US Army Military Police (retired)	
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?*



1. *What community organizations are you currently involved with?*

Secretary, Mad River Grange, President and Music Director, Humboldt Highlanders Pipe Band 501c3

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

I served 26 years (2 years reserve, 24 years active duty) in the US Army National Guard Military Police with 17 years being stationed in Humboldt County.

3. *What do you view as the main goal/purpose of the Commission?*

The goal should be to advise the city council and staff regarding law enforcement, fire services, with input from the various professional agencies and the public to achieve realistic and effective public safety policy goals within the constraints of the budget and municipal code.

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

My knowledge of law enforcement and the relationships I have with current serving law enforcement officials within the county allows me to bring real world experience and insight to the table.



CITY OF BLUE LAKE

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Council/Commission/Committee Application

Council/Commission/Committee for which you are applying: Public Safety

Name: Donald Schang

Address: Chartin Rd

Primary Phone: [REDACTED] Alternate Phone: _____

Email: [REDACTED]@Gmail.com

Educational Background (Last Year Completed): 12

Length of time in Blue Lake: 6 Years

Present Employer: Retired

Job Title: _____

On a separate piece of paper, please answer the following questions as **thoroughly** as possible:

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

Please plan to attend the Council meeting when the selection(s) for this position will be made. Be prepared to answer additional questions that the Council may have. Applicants for Council positions must be a City resident and a registered voter. Eligibility for other Commission/Committee positions is set by Ordinance. Please contact City Hall with additional questions.

JAN 24 2025

1. NONE

2. As a former shift supervisor for 30 years, a big part of my job was maintaining a safe work environment.

3. To ensure a safe environment for the community.

4. I'm not sure what my contribution will be but I'm ready & willing to do my part.

CITY OF BLUE LAKE

Commission Information-Meeting Dates & Maddy Act Posting

The City of Blue Lake has five commissions; each commission is tasked with specific areas of interest. The commissions meet monthly and make recommendations to the City Council for consideration. The Planning Commission has additional authorities as identified in the City's Municipal Code. Parties interested in filling vacancies must fill out a Council/Commission/Committee application and return it to City Hall for Council consideration. The application is available at City Hall, or on the City's website at www.bluelake.ca.gov

PLANNING COMMISSION			ECONOMIC DEVELOPMENT COMMISSION		
<i>3rd Monday at 7:00PM-Skinner Store</i>			<i>2nd Tuesday at 4:30PM-Skinner Store</i>		
COMMISSIONER:	APPT. DATE:	END DATE:	COMMISSIONER:	APPT. DATE:	END DATE:
CORT PRYOR	08/14/18	06/30/26	ROXANNE ROTHERY	02/14/17	1/30/25
JASON CSEH	03/26/24	06/30/26	CINDY TROBITZ-THOMAS	02/28/24	1/30/26
MATTHEW SCHANG	08/27/24	06/30/28	DARCEY LIMA	02/19/19	1/30/25
MATHEW ISAAC	10/22/24	06/30/28	KELLI COSTA	02/27/24	1/30/26
ELAINE HOGAN	08/27/24	06/30/28	JAKE HUSSIN	03/26/24	1/30/26
Description: The Planning Commission shall prepare, periodically review, and recommend revisions as necessary to the General Plan. Implement the General Plan through actions including, but not limited to, the administration of specific plans and zoning and subdivision ordinances.			Description: The Economic Development Commission shall consist of five members who shall be selected for their interest, knowledge or experience in one or more of the following areas: banking, real estate, the arts, agriculture, small business, tourism, industry, commerce, construction, housing, science and technology, or employee relations.		
PARKS AND RECREATION COMMISSION			PUBLIC SAFETY COMMISSION		
<i>1st Wednesday at 6:30PM-Skinner Store</i>			<i>1st Monday at 7:00PM-Skinner Store</i>		
COMMISSIONER:	APPT. DATE:	END DATE:	COMMISSIONER:	APPT. DATE:	END DATE:
BETTINA EIPPER	02/28/24	1/30/2026	VACANT		01/30/25
JAN HENRY	03/26/24	1/30/2026	KIM WARVI	02/28/24	01/30/26
JEFF BYRD	08/27/24	1/30/2026	VACANT	01/31/23	01/30/25
JAMES BROWN	07/25/23	1/30/2025	VACANT		01/30/26
VACANT		1/30/2025	ALEXANDER RICCA	10/22/24	01/30/26
Description: The Parks and Recreation Commission shall serve in an advisory capacity to the City Council in all matters pertaining to public recreation, the City's parks and recreation facilities.			Description: The Public Safety Commission shall act as a liaison to the community and the Council in matters relating to public safety: issues include traffic and pedestrian safety, emergency preparedness and response activities, and neighborhood safety.		
ARTS AND HERITAGE COMMISSION			Maddy Act Posting Notice: At the end of each calendar year, the City Clerk publishes a list of all appointments to regular and ongoing commissions which are appointed by the City Council. This is done pursuant to the Maddy Act, Government Code Section 54970. This list will be posted at the local library branch and online, and updated when needed. Parties interested in filling vacancies must fill out a Council/Commission/Committee application and return it to City Hall for Council consideration. The application is available at City Hall, or on the City's website at www.bluelake.ca.gov		
<i>2nd Monday at 6:30PM-City Hall</i>					
COMMISSIONER:	APPT. DATE:	END DATE:			
ALICE FINEN	09/26/23	1/30/25			
ELIZBETH MACKAY	08/27/24	1/30/26			
JULIE DOUGLAS	11/14/22	1/30/25			
RANDY TORONI	11/14/22	1/30/25			
SHERRI GREEN	11/14/22	1/30/26			
Description: The Arts and Heritage Commission shall serve as policy advisors and proponents as appropriate and will actively participate in the furtherance of the City's artistic, cultural and historical development.					

Posting Date: 01/03/25



Title 2. Administration and Personnel

Chapter 2.20. PARKS AND RECREATION COMMISSION

§ 2.20.010. Commission Established.

A Parks and Recreation Commission is hereby re-established.

§ 2.20.020. Membership.

The Commission shall consist of five members. At least four members shall be residents of the City or all shall reside within the one-mile sphere of influence of the City. One member need not be a resident within the City nor reside within the one-mile sphere of influence, but shall work within the City or the one-mile sphere of influence. All members shall be appointed by the City Council.

§ 2.20.030. Appointments and Vacancies.

When a vacancy occurs or is anticipated, for whatever reason, the Chair of the Commission shall so certify to the City Council through the City Clerk. The City Council shall declare such vacancy at its next regular meeting and direct public notice of the vacancy for at least 30 days. Commission members whose terms have expired or who had previously served on the Commission and who desire reappointment shall be considered with other nominees.

§ 2.20.040. Term of Office.

Members appointed by the City Council will serve for a term of two years. Terms of office for each commissioner will be for two years (except that half of the terms will expire the first year, and thereafter on alternate years for the remaining commissioners). Appointments will expire on January 30th. When a Commissioner's normal term of office is to expire, the City Council shall declare the vacancy in December at a City Council meeting. The City Council will have the City Clerk notice the vacancy(ies) for at least 30 days and fill the vacancy as soon as possible.

§ 2.20.050. Removal.

A Commissioner's term of office will terminate if a member moves his or her primary residence outside the City limits or outside the sphere of influence of the City or if the member misses, without cause, three consecutive meetings. Commission members may be removed from office by a simple majority vote of the City Council.

§ 2.20.060. Officers.

Title 2. Administration and Personnel

Chapter 2.24. PUBLIC SAFETY COMMISSION

§ 2.24.010. Reestablishment and Continuation of Public Safety Commission.

The Public Safety Commission is hereby reestablished and shall continue with the authority as set forth herein.

§ 2.24.020. Purpose.

The purpose of the Public Safety Commission is as follows:

The Public Safety Commission shall act as a liaison to the community and the Council in matters relating to public safety; these issues include traffic and pedestrian safety, emergency preparedness and response activities, and neighborhood safety. The Commission will study, report to, and advise the City Council upon any matter regarding public safety and the City's efforts to control and reduce criminal activities of all types.

§ 2.24.030. Membership.

The Public Safety Commission shall consist of five members. No fewer than three members shall be residents of the City of Blue Lake, and the remaining members must either live, work or conduct business in the geographical area encompassed within a three-mile radius of Blue Lake City Hall. Preference will be given to those living within the City limits.

§ 2.24.040. Appointments and Vacancies.

- A. Members will be appointed by the City Council; Commission members shall receive no compensation.
- B. A maximum of two alternate Commissioners may be appointed. Alternate Commissioners will take on the role as Commissioner only in the absence of a regularly appointed Commissioner; however, alternates may attend regular meetings when the full quorum is present as non-voting members.
- C. When a vacancy occurs or is anticipated, for whatever reason, the Chair of the Commission shall so certify to the City Council through the City Clerk. The City Council shall declare such vacancy at its next regular meeting and direct public notice of the vacancy for at least 30 days. Commission members whose terms have expired or who had previously served on the commission and who desire reappointment shall be considered with other nominees.

§ 2.24.050. Term of Office.



CITY OF BLUE LAKE

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Phone 707.668.5655 Fax 707.668.5916

January 28, 2025

Item No.: 8

TO: Blue Lake City Council

FROM: Garry Rees, City Planner

Amendment of the City of Blue Lake General Plan Housing Element Update for the 2019-2027 Planning Cycle (6th Cycle) – Continued Public Hearing

Background

State law requires cities in Humboldt County to update their General Plan Housing Elements approximately every 8 years, which is referred to as a Housing Element planning cycle. The current cycle is for the 2019 - 2027 planning period (6th cycle). The City received funding from the California Department of Housing and Community Development (HCD) through the Local Early Action Planning (LEAP) and Regional Early Action Planning (REAP) grant programs to update its Housing Element for the 6th cycle to achieve compliance with State housing law. Since receipt of the first grant funds in 2021, City staff has worked with the Planning Commission on updating the General Plan Housing Element, which has included discussions at numerous Commission meetings, several public hearings, interviews with community stakeholders, and presentations at several town hall meetings. The current draft of the Housing Element Update is available on the City's website at the following link:

<https://bluelake.ca.gov/city-council/general-plan/>

The Housing Element Update includes an analysis required by State law related to: 1) a review of past accomplishments under the last Housing Element Update adopted by the City; 2) existing demographics and housing characteristics; 3) land, financial, and administrative resources available to meet housing demand; and 4) market, government, and environmental constraints.

The Humboldt County Association of Governments (HCOAG), a regional planning agency, is responsible for allocating the Regional Housing Need Assessment (RHNA) to individual jurisdictions within the County. The RHNA is distributed by income category. The City of Blue Lake has been allocated a RHNA of 23 dwelling units (7 very low, 4 low, 5 moderate, and 7 above moderate income units) for the 2019-2017 planning period (6th cycle).

Additionally, because the City did not receive certification of a Housing Element Update in the 2014-2019 planning period (5th cycle), the City also has a carryover of 11 dwelling units from the 5th cycle. Therefore, the City must plan for both its 5th and 6th cycle RHNA in the 6th cycle Housing Element. The Housing Element Update itself does not create physical residential growth in the City. The City must ensure the availability of residential sites at adequate densities and appropriate development standards to accommodate the RHNA. The Housing Element Update identifies available sites that are currently zoned for residential development during the 2019 - 2027 planning period (6th cycle), which exceeds the City's RHNA allocation, including sites located within the Powers Creek District.

The Housing Element Update also includes programs that propose amending the City's Zoning Code for the following reasons: 1) to ensure consistency with current State housing law (see Housing Element Programs HI-1, HI-2, HI-7, HI-17, and HI-23); 2) to create a Multi-Family Combining Zone that would allow multi-family projects without discretionary review or by-right at a density of 16 units per acre (see Housing Element Program HI-14); 3) to remove potential constraints to the development of multi-family housing (see Housing Element Program HI-19); 4) to comply with the requirements for objective design standards in Government Code Section 65589.5, subdivision (f) (see Housing Element Program HI-21); and 5) to minimize the potential for confusion regarding the applicability of the City's design guidelines (see Housing Element Program HI-22).

On September 20, 2023, the City received a determination letter from HCD reporting the results of their review of the City's 6th cycle Draft Housing Element Update (see **Attachment 1**). The letter concluded that the revised Draft Housing Element Update meets the statutory requirements of State Housing Element law, with the following exception:

“Generally, pursuant to Government Code section 65584.09, if a city did not make available sites to accommodate the regional housing need allocation (RHNA), then the city shall, within the first year of the planning period of the new element, rezone adequate sites to accommodate the unaccommodated portion of the RHNA from the prior planning period. The City has an unaccommodated need from the prior planning period (Table 20). Since more than a year has lapsed from the beginning of the current planning period, the element cannot be found in compliance until the required rezoning is complete. Specifically, the element cannot be found in compliance until Program HI-14 (Rezoning and By Right Procedures) is implemented to meet the unaccommodated need from the 5th cycle RHNA. Once the rezoning has been completed, the City should submit documentation (e.g., resolution, ordinance) to HCD and HCD will review and approve the element in accordance with Government Code section 65585.”

Additionally, pursuant to Government Code Section 65583.3, the HCD review letter stated that the City must submit an electronic sites inventory with its adopted Housing Element Update. This is similar to the sites inventory contained in the Housing Element Update but must be provided in the electronic form required by HCD.

California Environmental Quality Act (CEQA)

After receiving the review letter from HCD indicating that the City could move forward with adoption of its Housing Element Update, City staff prepared a CEQA Initial Study (IS).

As discussed in the Draft IS, the project description analyzed in the document is the updated policies and programs proposed by the Housing Element Update. As concluded in the Draft IS, it is found that the Housing Element Update would not have a significant effect on the environment. As stated in several sections of the Draft IS:

“The Housing Element Update is a policy document that does not result in physical changes to the environment but encourages the provision of housing in areas of the City that are already designated and zoned to allow residential development. While policies could require amendments to the Zoning Code or result in actions of the City that could cause a physical change, the policies would not result in specific physical changes to the environment. Additionally, any amendments to the Zoning Code would be subject to project-specific environmental review pursuant to CEQA.”

Therefore, it is recommended by City staff that a Negative Declaration is the appropriate CEQA determination for adoption of the Housing Element Update.

As required by CEQA Guidelines Sections 15073(d) and 15105(b), the CEQA document prepared for the project was sent to the State Clearinghouse (SCH#: 2024091022) for a 30-day circulation period. The circulation period began on 9/26/24 and ended on 10/27/24. As required by CEQA Guidelines Section 15072(a), a ‘Notice of Intent to Adopt a Negative Declaration’ was submitted to the State Clearinghouse, posted in 3 public places in the City, and filed with the County Clerk-Recorder’s Office prior to the beginning of the circulation period. The CEQA document was also posted on the City’s website prior to the beginning of the circulation period. Comments that have been received on the Draft IS to date are included as **Attachment 2** to this staff report. Based on the comments received, minor revisions were made to the Draft IS. Additions made to the Draft IS are shown in underlined and bolded **text** and deletions are shown with ~~strikethroughs~~. The revised Draft IS (dated November 2024) is available on the City’s website at the link provided above for the Draft Housing Element Update.

Planning Commission Recommendation

With HCD determining that the Housing Element Update is ready for adoption and the CEQA document being circulated for public comment, the next step in the process was for the Planning Commission to make a recommendation to the City Council regarding adoption of the Housing Element Update and CEQA compliance documentation. At their regularly scheduled meeting on November 18th, the Planning Commission held a public hearing and adopted Resolution No. 2-2024, which contains the Planning Commission’s recommendation to adopt the Housing Element Update and a CEQA Negative Declaration (see **Attachment 3**).

City Council Adoption

With the Planning Commission making a recommendation to the City Council, the next step was for public hearings to be held by the City Council to review the recommendation from the Planning Commission, receive comments from the public, and consider adoption of the Housing Element Update and CEQA Negative Declaration. The first public hearing was held by the City Council on December 10, 2024. At this hearing, the City Planner gave a presentation on the proposed Housing Element Update and answered questions from the

City Council and public. The hearing concluded with the City Council continuing the public hearing to the next regularly scheduled City Council meeting on January 28, 2025, and requesting a town hall meeting to be held in January prior to their next meeting. The town hall meeting was held on January 11, 2025, at the Mad River Grange, and allowed an opportunity for the public to ask questions of the City Planner about the Housing Element Update.

This item has been scheduled for a continued public hearing at the January 28, 2025 City Council meeting for the Council to consider adoption of the General Plan Housing Element Update and CEQA Negative Declaration through the adoption of Resolution No. 1235 (see **Attachment 4**), a Resolution of the City Council of the City of Blue Lake, California, Adopting Amendments to the Blue Lake General Plan to Update and Implement the Housing Element for the 2019-2027 Planning Cycle (6th Cycle).

RECOMMENDATION:

Staff recommends that the City Council:

- 1) Receive a report from City staff about the General Plan Housing Element Update and CEQA Negative Declaration.
- 2) Open the public hearing and receive public testimony.
- 3) Close the public hearing.
- 4) Discuss the General Plan Housing Element Update and CEQA Negative Declaration and ask questions of City staff.
- 5) Adopt Resolution No. 1235.

Attachment 1

**California Department of Housing and Community Development
Review Letter for City of Blue Lake's 6th Cycle (2019-2027)
Revised Draft Housing Element**

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF HOUSING POLICY DEVELOPMENT**

2020 W. El Camino Avenue, Suite 500
Sacramento, CA 95833
(916) 263-2911 / FAX (916) 263-7453
www.hcd.ca.gov



September 20, 2023

Amanda Mager, City Manager
City of Blue Lake
PO Box 458
Blue Lake, CA 95525

Dear Amanda Mager:

RE: City of Blue Lake's 6th Cycle (2019-2027) Revised Draft Housing Element

Thank you for submitting the City of Blue Lake's (City) revised draft housing element received for review on August 28, 2023. Pursuant to Government Code section 65585, subdivision (b), the California Department of Housing and Community Development (HCD) is reporting the results of its review.

The revised draft element meets the statutory requirements of State Housing Element Law, including as described in HCD's August 29, 2022 review. However, the housing element cannot be found in substantial compliance until the City has completed necessary rezones as described below. The housing element will substantially comply with State Housing Element Law (Gov. Code, § 65580 et seq.) when the necessary rezoning is complete and the element is adopted, submitted to, and approved by HCD, in accordance with Government Code section 65585.

Generally, pursuant to Government Code section 65584.09, if a city did not make available sites to accommodate the regional housing need allocation (RHNA), then the city shall, within the first year of the planning period of the new element, rezone adequate sites to accommodate the unaccommodated portion of the RHNA from the prior planning period. The City has an unaccommodated need from the prior planning period (Table 20). Since more than a year has lapsed from the beginning of the current planning period, the element cannot be found in compliance until the required rezoning is complete. Specifically, the element cannot be found in compliance until Program HI-14 (Rezoning and By Right Procedures) is implemented to meet the unaccommodated need from the 5th cycle RHNA. Once the rezoning has been completed, the City should submit documentation (e.g., resolution, ordinance) to HCD and HCD will review and approve the element in accordance with Government Code section 65585.

As a reminder, pursuant to Government Code section 65583.3, the City must submit an electronic sites inventory with its adopted housing element. The City must utilize standards, forms, and definitions adopted by HCD. Please see HCD's housing element webpage at <https://www.hcd.ca.gov/planning-and-community-development/housing-elements> for a copy of the form and instructions. The City can reach out to HCD at sitesinventory@hcd.ca.gov for technical assistance.

Public participation in the development, adoption and implementation of the housing element is to effective housing planning. Throughout the housing element process, the City should continue to engage the community, including organizations that represent lower-income and special needs households, by making information regularly available and considering and incorporating comments where appropriate. Please be aware, any revisions to the element must be posted on the local government's website and to email a link to all individuals and organizations that have previously requested notices relating to the local government's housing element at least seven days before submitting to HCD.

For your information, some general plan element updates are triggered by housing element adoption. HCD reminds the City to consider timing provisions and welcomes the opportunity to provide assistance. For information, please see the Technical Advisories issued by the Governor's Office of Planning and Research at: <https://www.opr.ca.gov/planning/general-plan/guidelines.html>.

Several federal, state, and regional funding programs consider housing element compliance as an eligibility or ranking criteria. For example, the CalTrans Senate Bill (SB) 1 Sustainable Communities grant; the Strategic Growth Council and HCD's Affordable Housing and Sustainable Communities programs; and HCD's Permanent Local Housing Allocation consider housing element compliance and/or annual reporting requirements pursuant to Government Code section 65400. With a compliant housing element, the City will meet housing element requirements for these and other funding sources.

HCD appreciates the hard work, cooperation, and responsiveness the City's housing element team provided throughout the housing element review and update. If HCD can provide assistance in implementing the housing element, please contact Andrea Grant, of our staff, at Andrea.Grant@hcd.ca.gov.

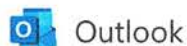
Sincerely,



Paul McDougall
Senior Program Manager

Attachment 2

Comments Received on the Draft CEQA Negative Declaration for the Blue Lake General Plan Housing Element Update



Re: NCRWQCB comment on Blue Lake Housing Element

From Garry Rees <grees@shn-engr.com>

Date Thu 10/17/2024 10:00 AM

To Bauer, Heidi M.@Waterboards <Heidi.M.Bauer@Waterboards.ca.gov>

Cc McLaughlin, Kelsey R.@Waterboards <Kelsey.McLaughlin@Waterboards.ca.gov>; citymanager@bluelake.ca.gov <citymanager@bluelake.ca.gov>; Leanna Brotherton <lbrotherton@shn-engr.com>

 2 attachments (4 MB)

Figure 3_Vacant Parcels Map_HE Update Neg Dec.pdf; GeoTracker-BL LUST Cleanup Sites.pdf;

Heidi,

Thank you for your comments on the CEQA Negative Declaration for the Blue Lake Housing Element Update.

Attached is the vacant parcels map (Figure 3) included on page 6 of the Negative Declaration prepared for the Housing Element Update. This map shows the parcels that are included in the site inventory of the Housing Element Update and are projected to be likely developable for residential uses. Also attached is a map from the Geotracker website showing the leaking underground storage tank (LUST) cleanup sites in the City of Blue Lake. To clarify and as indicated on the attached maps, none of the vacant parcels shown on Figure 3 are sites that are listed as hazardous materials sites that are under the oversight of the North Coast Regional Water Quality Control Board.

Therefore, the City's Housing Element Update is not planning for residential development on the LUST cleanup sites in the City.

Thanks.

Garry Rees, AICP

Principal Planner



Civil Engineering, Environmental Services,
Geosciences, Planning & Permitting, Surveying
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812 W Wabash Ave, Eureka, CA 95501
(707) 441-8855

From: Bauer, Heidi M.@Waterboards <Heidi.M.Bauer@Waterboards.ca.gov>

Sent: Monday, September 30, 2024 2:29 PM

To: Garry Rees <grees@shn-engr.com>

Cc: McLaughlin, Kelsey R.@Waterboards <Kelsey.McLaughlin@Waterboards.ca.gov>

Subject: NCRWQCB comment on Blue Lake Housing Element

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Garry Rees, we reviewed the City Of Blue Lake proposed housing element [The City of Blue Lake 2019-2027 Housing Element Update \(ca.gov\)](#) and as noted in the Initial Study on Pages 74 -78 there are nine sites listed as hazardous materials release sites, most of them being under the oversight of our agency, the North Coast Regional Water Quality Control Board. While these sites are considered closed, most of them were closed using screening criteria intended for the current use which most often was commercial/industrial. Since these sites were closed using commercial screening criteria, they may contain contaminants above residential screening thresholds and thereby not be appropriate for residential development without further investigation and/or remediation. Furthermore, some of these sites already have soil management plans which require proper management and handling of any soils excavated at the site. This is because the remaining soils at the site are above screening levels, and while they pose no significant threat to human health or the environment as undisturbed soils in the current use setting, they could pose a threat if unearthed without proper mitigations.

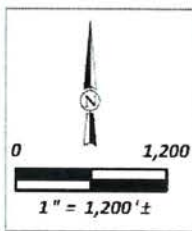
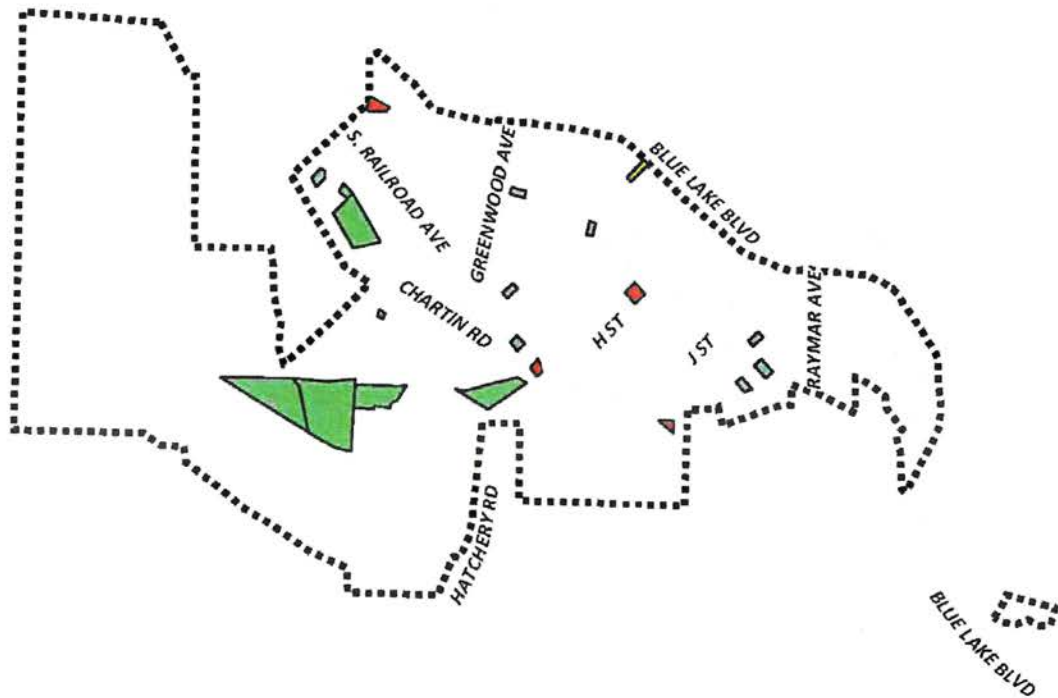
We are supportive of the Housing Element for the City of Blue Lake, but please note that precautions and additional work may be necessary in order to develop these parcels into residential units so that there are no significant health risks to future occupants. Please let me know if you have any questions or would like to discuss this further.

Best,

Heidi

Heidi M. Bauer, P.G.
Senior Engineering Geologist
Site Cleanups Unit Supervisor
North Coast Regional Water Quality Control Board
5550 Skylane Blvd. Suite A
Santa Rosa, CA. 95403
heidi.m.bauer@waterboards.ca.gov
Office: (707) 570-3769





EXPLANATION	
	CITY LIMITS
VACANT PARCELS	
	LIKELY DEVELOPABLE
	QUESTIONABLY DEVELOPABLE
	LIKELY NOT DEVELOPABLE



City of Blue Lake
Housing Element Update
Blue Lake, California

Vacant Parcels with
Residential & Mixed Use Zoning
SHN 021022.001

February 2022

Figure3_VacantParcelsRZone

Figure 3



LEGEND CHOOSE MORE SITES

- JUST Cleanup Sites - REMOVE
- Cleanup Program Sites - REMOVE
- Military Cleanup Sites - REMOVE
- Military Privatized Sites - REMOVE
- Military JUST Sites - REMOVE

Signifies a Closed Site

ACTIVE MAP COVERAGES

- Military Basins - REMOVE

SITES VISIBLE ON MAP - CHOOSE FIELDS

SITE NAME	STATUS
<input checked="" type="checkbox"/> BIG OIL & TIRE - BLUE LAKE RP	COMPLETED - CASE CLOSED
<input checked="" type="checkbox"/> BLUE LAKE BELTING AND LEATHER WORKS	COMPLETED - CASE CLOSED
<input checked="" type="checkbox"/> BLUE LAKE MARKET	COMPLETED - CASE CLOSED
<input checked="" type="checkbox"/> BLUE LAKE PUBLIC WORKS YARD	COMPLETED - CASE CLOSED
<input checked="" type="checkbox"/> BLUE LAKE UNION ELEMENTARY SCHOOL	COMPLETED - CASE CLOSED
<input checked="" type="checkbox"/> HICOPV BLUE LAKE MAINTENANCE STATION	COMPLETED - CASE CLOSED
<input checked="" type="checkbox"/> JACKSONS GARAGE	COMPLETED - CASE CLOSED
<input checked="" type="checkbox"/> LUNDBLADE PROPERTY	COMPLETED - CASE CLOSED
<input checked="" type="checkbox"/> PRIVATE RESIDENCE	COMPLETED - CASE CLOSED



Re: Notice of Intent for a Negative Declaration_Housing Element_follow-up

From Garry Rees <grees@shn-engr.com>
Date Thu 10/17/2024 3:09 PM
To Idiane <Idiane@sonic.net>
Cc Leanna Brotherton <lbrotherton@shn-engr.com>

Hi Lisa,

I am back in the office from vacation and am getting through my emails. Apologies for the delayed response.

The current draft of the Housing Element Update (dated Feb. 2024) is available on the City's website at the following link:

<https://bluelake.ca.gov/wp-content/uploads/2024/09/02012024-BlueLake-6thCycle-HousingElementUpdate.pdf>

Below is a response to the questions in your 10/13/24 email:

1. In the information letter it says that "The update identifies the potential for development of up to 89 new housing at full buildout of the City's existing vacant lot inventory." By "City's" existing lot inventory--does that apply to just the City-owned property on Taylor Way or empty lots throughout the town? I recall a map showing a lot inventory throughout the town--are those the lots available AND is that map current?
The existing vacant lot inventory is listed in Table 21 (Inventory of Vacant Land Available for Residential Development) and shown on Figure 1 (Vacant Site Inventory) in the Housing Element Update (dated Feb. 2024). The existing vacant lot inventory includes both publicly and privately owned properties in the City.

2. Please elaborate on what "full build-out means". Number of stories/height....etc.
When the term "full build-out" is used, it is referring to the number of residential units that are projected to occur on the vacant and likely developable sites identified in the City's Housing Element Update. In the Housing Element Update, it is projected that 89 units could occur on the vacant and likely developable sites in the City. The number of stories/height is dependent on the development standards for each zone that these sites are located in, which varies by zone. The maximum height allowed in the zones containing sites identified as vacant and likely developable typically ranges from 35-45 feet.

Thanks.

Garry Rees, AICP
Principal Planner



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Geosciences, Planning & Permitting, Surveying
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(707) 441-8855

From: Idiane <ldiane@sonic.net>
Sent: Sunday, October 13, 2024 7:29 AM
To: Garry Rees <grees@shn-engr.com>
Subject: Fwd: Notice of Intent for a Negative Declaration_Housing Element_follow-up

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Garry,
Would appreciate hearing back on the questions below. When I return I could schedule a meeting if that would be better. Let me know.
Also Anali sent the link to the Housing Element yet it was dated some months ago--please let me know if what is online IS the most current version.
Thank you.
Lisa Hoover

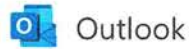
----- Original Message -----

Subject: Notice of Intent for a Negative Declaration_Housing Element
Date: 2024-10-04 16:39
From: Idiane <ldiane@sonic.net>
To: grees@shn-engr.com

Hello Garry,
I saw this item on the Blue Lake Webpage. Is the environmental document associated with this posted on the web page? If not, would you please have the City post the document AND please let me know when this takes place.
Questions:

- In the information letter it says that "The update identifies the potential for development of up to 89 new housing at full buildout of the City's existing vacant lot inventory." By "City's" existing lot inventory--does that apply to just the City-owned property on Taylor Way or empty lots throughout the town? I recall a map showing a lot inventory throughout the town--are those the lots available AND is that map current?
- Please elaborate on what "full build-out means". Number of stories/height....etc.

I would schedule a meeting with you but will not be in town for a couple of weeks so wanted to see if as a start, an email exchange might work.
Thank you.
Lisa Hoover



Re: City of Blue Lake Housing Element Negative Dec

From Garry Rees <grees@shn-engr.com>
Date Mon 10/28/2024 9:51 AM
To Kent Sawatzky <kentsawatzky@hotmail.com>
Cc Anali Gonzalez <adminasst@bluelake.ca.gov>

Kent,

Confirming receipt of your comments. They will be provided to the Planning Commission at their meeting tonight.

Garry Rees, AICP

Principal Planner



Civil Engineering, Environmental Services,
Geosciences, Planning & Permitting, Surveying
www.shn-engr.com
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(707) 441-8855

From: Kent Sawatzky <kentsawatzky@hotmail.com>
Sent: Monday, October 28, 2024 8:18 AM
To: Garry Rees <grees@shn-engr.com>
Subject: Fw: City of Blue Lake Housing Element Negative Dec

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning Garry,
Please include this at tonight's Blue Lake PC meeting. Please confirm receipt of this request.
Kent Sawatzky

From: Kent Sawatzky <kentsawatzky@hotmail.com>
Sent: Monday, October 28, 2024 8:16 AM
To: Anali Gonzalez <adminasst@bluelake.ca.gov>
Subject: Fw: City of Blue Lake Housing Element Negative Dec

Good morning, Anali

Please forward this to the planning commission as public comment. Please confirm receipt of this request. Thank you.

Kent Sawatzky

Subject: Fw: City of Blue Lake Housing Element Negative Dec

Dear planning commissioners,

These are my comments on items # 4, and #6 on tonight's agenda.

Item # 6;

After you reading, and understanding the approximately 341 pages of the Regional Climate Acton Plan. I shall attempt to give you an executive summary.

Blue Lake is the only participant who has not approved the plan in all of Humboldt County. County staff was on the Zoom meeting the whole Blue Lake City Council meeting last Tuesday to present to Blue Lake City Council.

It is more than embarrassing, that in speaking with Humboldt County Director John Ford, The other participants led by the County are moving forward without the City of Blue Lake participation. I guess "Better late than never" would apply under these sad circumstances. I guess that the City of Blue Lake may be perceived to think saving our planet is of minimal importance.

Item # 4;

After you reading, and understanding the approximately 142 pages of the City of Blue Lake General Housing Element Update. You should be asking the question "When are the promised Town Hall meetings to take place that have been justifiably promised, and expected by the Public to take place? We can agree or not, but as structured, the need for a Blue Lake Planning Commission, including planning and public participation is being all but replaced by staff that would make the decisions thru a consistency process.

One of the determinations would be as stated in multiple locations thru out the document such as the #1 objective on page 19 of the update. You may wish to pay special attention to Items HP 1.1 thru HP 1.7. It should be the PC's duty to determine if projects within the City are consistent with "Blue Lake 6th Cycle Housing Goals, Policies, and Implementation Programs" on a project-by-project basis. That is why we have you to do that job rather than an unelected, or even appointed City Staff member.

An example would be on page 19 "Goal HG-1 Community Housing Policies"

HP-1.1, the first on the list, reads as follows;

"Review all new residential development to be consistent with the existing small-town character of the community and blend existing development, as well as to insure sustainability, and environmental protection"

The Planning Commission should determine the method, and make the consistency determination.

The common sense basis for this should possibly be as follows; We do not have any three-story residential buildings in Blue Lake. Therefore, the maximum height should be two stories.

We only have one residential building in Blue Lake in excess of 5 units (That is a ten plex). Therefore, the maximum residential developments should be somewhere in the five to Ten range.

I would read goals HP-1.1 thru HP-1.7. These are the things the people's representatives, "The Blue Lake Planning Commission" were appointed to implement. That is the reason we have a planning Commission.

The draft you received needs to have major updates. Many of the deliverables are required to be implemented by December 31st 2024. That is not possible. I assume you, and I know the public, would like to see an updated version prior to consider making a recommendation to the Blue Lake City Council. The public should have the opportunity to make comments on the updated draft prior to any recommendation to the Council. That is the required process.

The following are some comments sent to planner Rees;

Planner Rees,

The following are my comments on the City of Blue Lake Housing Element Negative Dec.

This Housing Element has the most effect on the City of Blue lake environmentally, and Socially in the History of Blue Lake Planning process. It deserves a full EIR at this time for the following reasons;

#1 as per this document, it states 4. "The project area is the entire City of Blue Lake"

#2 as per this document, it states 6. "General Plan Designation, City wide"

#3 as per this document, it states 7. "Zoning, City wide"

The only other Planning document that reaches this level of necessary review is a General Plan Update, which has been needed for many years, insofar as it is no where near internally consistent. And which many of the parts to this update are predicated upon. There is no legal foundation for this update. And this Housing Element should not move forward until the General plan Zoning and Land use are updated and approved. One EIR may suffice for both. And would likely be the best path. forward. Both the General Plan update and the Housing Element update to be approved at the same time.

This Housing Element. as proposed does not take into account the necessary CEQA analysis of Cumulative Effects. and violates one of the primary requirements of CEQA disallowing a piecemeal approach to land use determinations. It is designed to promise project by project CEQA evaluation, (Piecemealing). It goes one step further and does not give CEQA evaluation base on an exclusion for CEQA as "Infill". the effect is to eliminate any CEQA review at any phase, and therefore the only time to allow the Public, The Planning Commission, or the Blue Lake City Council can participate is now with a full EIR reflecting gigantic cumulative effects on the Environment

The truth be know a 12' by 12' shed within the setback require would get more public input and Environmental review than a 300-unit apartment housing project..

The only person to conduct a consistency determination would be the Director of Planning. At this time that would be Mr. Garry Rees. The people's participation would be all but eliminated along wit CEQA review. This would potential have untold negative effect on the Environment public participation, and therefore faith in the land use system.

#4 as per this document page 7 states "Any by-right project proposed on a property that the combining zone has been applied to would not be subject to CEQA"

#5 as per this document page 8 states "Objective standards are defined as those that involve no personal or subjective judgement by a public official"

#6 The City will amend all zones that reference the guidelines (for example MU, RC etc.) to make it clear that they are recommended and not enforceable standards of the Zoning code. The question should be answered what is the "etc."? And why are the current regulations not required as the public expects and has been promised?

#7 as per the document page 43 falsely states that none of the 21 items listed in the checklist would be significantly affected.

There is no way to state this without a full EIR. We do not know the potential cumulative effect because there is no analysis of what the potential total additional housing units may potentially be added. What is that number?

The public can not make informed comment without that analysis. It appears that the population of Blue Lake under this Housing Element could increase by 50%. There is no rationale that would justify that would have no significant effect on a majority of the 21 items listed in the checklist on page 43.

For the above and more similar items this Housing element update requires the City do its duty to the environment and to the public and Do a full EIR, rather than a negative dec.

Kent Sawatzky

Planning Commission Meeting/October 28, 2024

RE: Agenda Item 4. Discussion: General Plan Housing Element Update/Negative Declaration

From: Lisa D. Hoover

The summary table in the Housing Element Update 2024 document, webpage. 43 (see clips 1 and clip 2 below), that includes of the Environmental Factors (e.g. biological resources, geology/soils, hazardous materials, transportation/traffic) potentially affected indicates that ALL impacts are “less than significant”, thus the determination is that the “proposed project COULD NOT have a significant impact on the environment and a negative declaration will be prepared”. A summary of the “Mandatory Findings of Significance” (webpage 129) reiterates “less than significant” perspective (see clip 3 below).

Yet, the evaluation of “less than significant” applied to all environmental factors is not in keeping with components of the housing element update or the Biological Resources Assessment of 2023 (the latter focused on the Taylor Way developments) that identifies mitigations that should be identified as a condition of approval. Following are clipped statements from the Housing Element:

Pg. 58 of the Housing Element Update states:

Future residential development may have the potential to result in significant impacts to special-status species and sensitive natural communities such as riparian habitat and federally protected wetlands. However,

compliance with existing federal and state laws and regulations, including but not limited to those listed above in the discussion of Regulatory Framework, would result in the avoidance and/or minimization of direct and indirect impacts to special-status species and sensitive habitats. These regulations require site-specific analysis where a project site contains potential habitat for special-status species including wetlands and riparian areas.

Based on the result of the site-specific analysis and where appropriate, federal and State agencies will require mitigation for project-level impacts. In compliance with existing laws and regulations, the Housing Element

In none of the tables of the Housing Element Update that summarize potential environmental effects was a determination made consistent with “the potential to result in significant impacts...” (statement above). Why wasn’t the determination option, “Less than Significant with Mitigation Incorporated” applied to a particular action, when in fact, mitigations will be needed? Example, from Table 21 of the Housing Element update- “Inventory of Vacant Land Available for Residential Development” a multiple-family housing density is assigned to a lot that has the following site constraints documented in the table: *Lot shape, creek corridor, creek setback, riparian habitat, flood zone*. In spite of these site constraints identified in the document, the Housing Element Update does not even acknowledge that mitigations would be needed related to the “Hydrology and Water Quality” element (webpage 88).

The need for mitigations is also supported in the Biological Resources Assessment (February 2023) for Taylor Way developments as well. The document states that recommendations to reduce potential direct and indirect adverse affects be included as a “condition of approval of the project”. Some examples:

- For direct and indirect impact to special-status bird species that could migrate into the study area or establish nest sites, species surveys should be done prior to any land disturbance, and appropriate mitigations applied.
- For potential indirect effects on water resources (streams and associated riparian habitats, riverine system) such as compromising surface water quality by sediment transport from disturbed soils or disturbed by release of hazardous materials as a result of construction.

These are examples of environmental effects that were assigned a “Less than Significant” determination in the Housing Element Update when they actually need mitigations incorporated to reduce negative impacts and should be documented as such.

Another environmental factor in the Housing Element Update relates to direct and indirect effects of the proposed housing element titled “Population and Housing” (see clip 4 below). This factor would apply to any future growth such as new homes and businesses, (including recreational development), specifically, cumulative effects of foreseeable future actions that may affect roads, traffic, and ingress/egress into and out of the town. The Housing Element states that this item is “Less Than Significant” but this is not substantiated nor has the Circulation Element of the General Plan been updated since 1986.

Related to the Housing Element’s Truck/Industrial Policy (webpage 113) and residential lot density it states:

Circulation Element - Truck/Industrial Policy: Policy 23. As long as the City uses the existing truck route, the City should consider minimizing potential densities for residential lots within one local street or one block of Greenwood Avenue.

Currently there is a multi-family development under construction within “one block”, west of Greenwood Avenue. This policy was not applied to this setting so that sheds doubt on whether other parcels on/proximal to Greenwood Avenue identified in the other vacant sites/underutilized sites Table 21 of the Draft Housing Element would be applied. Are these lots identified for multi-family developments?

I would ask that the Planning Commission and Planning Staff revisit these elements of the General Plan Housing Element and pause on the intent to adopt a negative declaration until the “less than significant” determinations (examples above) are better substantiated and/or changed to include text related to the need for mitigations (“mitigations incorporated”). I would also ask for a pause on adoption in light of residential, business... developments currently discussed by the City as such developments will have cumulative effects on the “Population and Housing” and the “Circulation” elements included in the document as well as other environmental elements (e.g. biological resources, hydrology, hazardous materials). Related is the need to update the Circulation Element of the General Plan to factor in an analysis that incorporates the proposed developments (residential etc) and zone changes.

Respectfully submitted,

Lisa D. Hoover

1. From the Housing Element Update: webpage 43. Summary of Environmental Factors

4. Environmental Factors Potentially Affected

This Project would potentially affect the environmental factors checked below, involving at least one impact that is "potentially Significant" or "less than Significant with Mitigation Incorporated" as indicated by the checklist on the following pages.

<input type="checkbox"/> Aesthetics	<input type="checkbox"/> Agricultural / Forestry Resources	<input type="checkbox"/> Air Quality
<input type="checkbox"/> Biological Resources	<input type="checkbox"/> Cultural Resources	<input type="checkbox"/> Energy
<input type="checkbox"/> Geology / Soils	<input type="checkbox"/> Greenhouse Gas Emissions	<input type="checkbox"/> Hazards & Hazardous Materials
<input type="checkbox"/> Hydrology / Water Quality	<input type="checkbox"/> Land Use / Planning	<input type="checkbox"/> Mineral Resources
<input type="checkbox"/> Noise	<input type="checkbox"/> Population / Housing	<input type="checkbox"/> Public Services
<input type="checkbox"/> Recreation	<input type="checkbox"/> Transportation / Traffic	<input type="checkbox"/> Tribal Cultural Resources
<input type="checkbox"/> Utilities / Service Systems	<input type="checkbox"/> Wildfire	<input type="checkbox"/> Mandatory Findings of Significance
<input checked="" type="checkbox"/> None		

DETERMINATION

On the basis of this Initial Study:

- I find that the proposed project COULD NOT have a significant effect on the environment and a NEGATIVE DECLARATION will be prepared.

From the Housing Element Update: webpage 63, Biological Resources

	Potentially Significant Impact	Less Than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
--	--------------------------------	--	------------------------------	-----------

Biological Resources

Would the project:

	Potentially Significant Impact	Less Than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Wildlife or U.S. Fish and Wildlife Service?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b) Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, regulations or by the California Department of Fish and Wildlife or U.S. Fish and Wildlife services?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c) Have a substantial adverse effect on state or federally protected wetlands (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d) Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e) Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
f) Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

3. From the Housing Element Update: Webpage 129, summary of Mandatory Findings of Significance

	<i>Potentially Significant Impact</i>	<i>Less Than Significant With Mitigation Incorporated</i>	<i>Less Than Significant Impact</i>	<i>No Impact</i>
Mandatory Findings of Significance:				
a) Does the project have the potential to substantially degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, substantially reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b) Does the project have impacts that are individually limited, but cumulatively considerable? ("Cumulatively considerable" means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects.)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c) Does the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

4. From the Housing Element Update: Webpage 103, Summary of the Population and Housing Element

	<i>Potentially Significant Impact</i>	<i>Less Than Significant With Mitigation Incorporated</i>	<i>Less Than Significant Impact</i>	<i>No Impact</i>
Population and Housing				
Would the project result in:				
a) Induce substantial unplanned population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b) Displace substantial numbers of existing people or housing, necessitating the construction of replacement housing elsewhere?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>



Re: Draft Housing Element_chance to meet or converse

From Idiane <Idiane@sonic.net>
Date Thu 11/14/2024 5:41 PM
To Garry Rees <grees@shn-engr.com>

1 attachment (462 KB)

Comments_Planning Commission Mtg_10_28_24_Housing Element.docx;

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Garry,

I just returned today having been out of the area since Monday.

Since I could not make your office hours on Wednesday I am wondering if you can respond to the following questions prior to Monday's Planning Commission Meeting on the 18th?

I've attached my written comment submitted for the last Planning Commission Meeting. I am assuming that you were also provided these comments. Below are questions from the submitted comments that I hope you can address:

Question 1. How can the determination of "less than significant" for all environmental factors (see Housing Element webpage 43) apply when both the Housing Element (pg. 58) and the Biological Resources Assessment of 2023 (for Taylor Way) address environmental concerns that need to be addressed?

From pg. 58 of the Housing Element: "*Future residential development may have the potential to result in **significant impacts** to species-status species and sensitive natural communities such as riparian habitat and federally protected wetlands.*"

From the Biological Resources Assessment (February 2023), the document states that recommendations to reduce potential direct and indirect adverse affects be included as a "*condition of approval of the project*". (Examples in the attached letter pertain to special-status bird species and water resources).

Question 2. Given that there is a need to address environmental impacts and mitigations, why did neither the Biological Resources table (webpage 63) or the Mandatory Findings of Significance table (webpage 129) apply the "Less than Significant with Mitigations Incorporated" determination?

Question 3. The Circulation Element (while out-dated) states under the Truck/Industrial Policy, Policy 23 (webpage 113): "As long as the City uses the existing truck route, the City should consider **minimizing potential densities for residential lots** within one local street or one block of Greenwood Avenue". Why wasn't this policy applied to the lots that are currently slated for a multi-family development proximal to Greenwood Avenue (west side)? Will this policy apply to other vacant sites (Table 21) proximal to Greenwood Avenue?

Question 4: While the City must plan for RHNA's 5th and 6th cycle which equates to 34 units, why does the Housing Element update include 89 new units, 55 more than is needed to meet the 5th and 6th cycle?

Garry, I do not see the data to support that the Housing Element Update will not have a significant effect on some environmental factors without mitigations, in fact, as pointed out above, I see the opposite. Other items that are inconsistent or lacking documented support pertain to the Circulation Element and the RHNA housing unit assignment.

Your response, your clarifications as needed, would be appreciated.

Lisa Hoover

On 2024-10-30 15:35, Garry Rees wrote:

Hi Lisa,

My next office hours at the City are on Wednesday, Nov. 13th. My office hours happen on the 2nd and 4th Wednesday of each month.

I don't believe there are any appointments scheduled yet for the 13th. If that day works for you, please call the front office at City Hall to get on the schedule.

Thanks.

Garry Rees, AICP

Principal Planner.



Civil Engineering, Environmental Services,
Geosciences, Planning & Permitting, Surveying

www.shn-engr.com

812 W Wabash Ave, Eureka, CA 95501

(707) 441-8855

From: Idiane <ldiane@sonic.net>

Sent: Wednesday, October 30, 2024 2:29 PM

To: Garry Rees <grees@shn-engr.com>

Subject: Draft Housing Element_chance to meet or converse

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Garry,

11/15/24, 10:27 AM

Mail - Garry Rees - Outlook

Relative to the Planning Commission Meeting, there were questions that came up and I would like to go over some elements of my public comment with you (e.g. the likely need for mitigations for some of environmental factors, addressing cumulative effects versus the isolation of respective developments, the Greenwood Avenue item about minimizing density proximal to this avenue...).

Are there options to meet next Wednesday when I believe you are in Blue Lake?

Lisa H.

Attachment 3

Planning Commission Resolution No. 2-2024

RESOLUTION NO. 2-2024

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BLUE LAKE
RECOMMENDING APPROVAL OF A DRAFT NEGATIVE DECLARATION AND
AMENDMENT OF THE HOUSING ELEMENT OF THE BLUE LAKE GENERAL
PLAN FOR THE 2019-2027 PLANNING CYCLE (6th Cycle)**

WHEREAS, the Blue Lake Planning Commission has before it for consideration the project defined as amendment of the Housing Element of the Blue Lake General Plan by adoption of the Housing Element Update, February, 2024, a copy of which is attached hereto as Exhibit "A" and made a part hereof, to supersede the September, 2009, Housing Element Update, as amended; and

WHEREAS a draft negative declaration has been prepared with respect to said project pursuant to the California Environmental Quality Act (CEQA), and all notices have been given with respect to said negative declaration; and

WHEREAS, after due notice of hearing, a public hearing was held at the regular meeting of the Blue Lake Planning Commission on November 18, 2024, to consider the draft negative declaration and the said project; and

WHEREAS, at said public hearing, due consideration was given to the environmental effects of the said project and to all objections to said project, and the Planning Commission believes that the draft negative declaration should be approved, and the Housing Element of the Blue Lake General Plan should be amended as hereinafter set forth;

NOW, THEREFORE, be it resolved by the Planning Commission of the City of Blue Lake as follows:

1. The Planning Commission finds on the basis of the draft negative declaration and any comments received by the Planning Commission that there is not substantial evidence that the project will have a significant effect on the environment and recommends approval of the said negative declaration.

2. Pursuant to Government Code Section 65354, the Blue Lake Planning Commission hereby recommends to the City Council the amendment of the Housing Element of the Blue Lake General Plan by adoption of the Housing Element Update, February, 2024 to supersede the September, 2009, Housing Element Update, as amended.

3. The reasons for this recommendation are set forth in the draft negative declaration, in the staff report, and in the minutes of the Planning Commission meetings of October 28, 2024 and November 18, 2024 (Public Hearing), copies of which shall be transmitted to the Blue Lake City Council.

4. The Secretary of the Planning Commission is authorized and directed to transmit this resolution to the City Council of the City of Blue Lake.

RESOLUTION NO. 2-2024

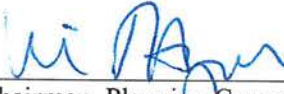
INTRODUCED, PASSED, AND ADOPTED this 18th day of November 2024, by the following vote:

AYES: Hogan, Cseh, ISSAC

NAYS: Ø


ABSENT: Pryor, Schang

ABSTAIN: Ø



Chairman, Planning Commission, - Elaine Hogan
City of Blue Lake

ATTEST: Amanda Mager



Secretary, Planning Commission

Exhibit "A" to Resolution No. 2-2024

City of Blue Lake Draft General Plan Housing Element Update for the 2019-2027 Planning Period (6th Cycle)

<https://bluelake.ca.gov/wp-content/uploads/2024/09/02012024-BlueLake-6thCycle-HousingElementUpdate.pdf>

Attachment 4

City Council Resolution No. 1235 (DRAFT)

RESOLUTION NO. 1235

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLUE LAKE,
CALIFORNIA, ADOPTING AMENDMENTS TO THE BLUE LAKE GENERAL PLAN
TO UPDATE AND IMPLEMENT THE HOUSING ELEMENT FOR THE 2019-2027
PLANNING CYCLE (6th Cycle)**

WHEREAS, the City of Blue Lake has been diligently working on an updated Housing Element for the 2019-2027 planning cycle (6th cycle) to identify and address the City's housing needs; and

WHEREAS, the Legislature adopted the Housing Crisis Act of 2019 (SB 330) which states that “[i]n 2018, California ranked 49th out of the 50 states in housing units per capita... California needs an estimated 180,000 additional homes annually to keep up with population growth, and the Governor has called for 3.5 million new homes to be built over 7 years;” and

WHEREAS, State Housing Element Law (Government Code Sections 65580 et seq.) requires that the City Council adopt a Housing Element for the eight-year period 2019-2027 to accommodate the City’s regional housing need allocation (RHNA) of 34 housing units, which includes 23 units for the 2019-2027 period (6th cycle) and a carryover of 11 units from the 2014-2019 period (5th cycle); and

WHEREAS, since May 31, 2022, the City has been in discussions with the State Department of Housing and Community Development on its draft Housing Element to ensure compliance with State law; and

WHEREAS, on August 29, 2022, the State Department of Housing and Community Development sent a letter to the City indicating that while the proposed amended Housing Element addresses many statutory requirements, additional revisions are necessary to substantially comply with State Housing Element Law; and

WHEREAS, the City worked diligently to address those comments and resubmitted revised Housing Elements to the State Department of Housing and Community Development on April 28, 2023 and August 28, 2023; and

WHEREAS, on September 20, 2023, the State Department of Housing and Community Development sent a letter to the City indicating that while the revised Housing Element meets the statutory requirements of State Housing Element Law, the revised Housing Element will be in substantial compliance upon the City completing the necessary rezoning proposed by Implementation Program HI-14 (Rezoning and By Right Procedures); and

WHEREAS, the Planning Commission held a duly noticed public hearing on November 18, 2024, at which time it reviewed and provided its recommendations on the proposed Housing Element, as set forth in Planning Commission Resolution No. 2-2024, which Resolution was transmitted to the City Council; and

RESOLUTION NO. 1235

WHEREAS, the City Council held a duly noticed Public Hearing on December 10, 2024, at which it received a presentation on the amendment to the Housing Element from the City Planner and received public testimony; and

WHEREAS, a town hall meeting was held on January 11, 2025, at which time the City Planner provided a further report to the community and answered questions from the public; and

WHEREAS, by way of this Resolution, the City Council desires to adopt the amendment to the Housing Element of the Blue Lake General Plan by adoption of the Housing Element Update, February, 2024, a copy of which is attached hereto and made a part hereof, to supersede the September, 2009, Housing Element Update, as amended; and

WHEREAS, the adoption of the above-referenced Housing Element Update is made without modification to the proposed Housing Element reviewed and favorably recommended by the Planning Commission; and

WHEREAS, a draft negative declaration has been prepared with respect to said project pursuant to the California Environmental Quality Act (CEQA), and all notices have been given with respect to said negative declaration; and

WHEREAS, after due notice of hearing, a public hearing was held at the regular meeting of the Blue Lake Planning Commission on November 18, 2024, to consider the draft negative declaration; and

WHEREAS, at said public hearing, due consideration was given to the environmental effects of the said project and to all objections to said project, and the Planning Commission believes that the draft negative declaration should be approved, and the proposed Housing Element should be adopted.

NOW, THEREFORE, that the City Council, based on the findings, supported by substantial evidence in the record, that:

1. The foregoing recitals are true and correct and are incorporated by reference into this action.
2. The City Council finds and determines that adoption of the Housing Element will not have a significant effect on the environment and that a Negative Declaration is appropriate, has been prepared, and is hereby approved and adopted for that project. The City Planner is directed to file a Notice of Determination with the appropriate entities.
3. In accordance with state law, the City Council hereby finds as follows:
 - a. The Housing Element update is consistent with and reflective of the General Plan's goals, policies, and intent to encourage orderly growth and development in a manner that preserves the public's health, safety, and welfare

RESOLUTION NO. 1235

because it addresses changes that have occurred in the City's housing needs by implementing the policies, procedures, and programs contained in the updated Housing Element.

- b. As required by Government Code Section 65585(e), the City Council has considered the findings made by the Department of Housing and Community Development (HCD) included in the Department's letter to the City dated September 20, 2023, consistent with Government Code Section 65585(e), and the revised Housing Element attached hereto has been found by the Department to substantially comply with the requirements of State Housing Element Law as interpreted by HCD, upon the City adopting the Implementation Program HI-14 (Rezoning and By Right Procedures).
 - c. Upon implementation of Program HI-14 (Rezoning and By Right Procedures), the revised Housing Element substantially complies with State Housing Element Law, as provided in Government Code 65580 et seq. and contains all provisions required by State Housing Element Law.
- 4. The City Council of the City of Blue Lake hereby rescinds the current Housing Element adopted on September 22, 2009; and adopts a superseding Housing Element of the Blue Lake General Plan by adoption of the Housing Element Update, February, 2024, a copy of which is attached hereto and made a part hereof.
 - 5. The City Planner is directed to transmit the adopted Housing Element to the California Department of Housing and Community Development for review pursuant to Government Code Section 65585(g). The City Planner, in consultation with the City Manager, is further directed and authorized to make all non-substantive changes to the Housing Element to make it internally consistent or to address any non-substantive changes or amendments requested by the Department to achieve certification.

INTRODUCED, PASSED, AND ADOPTED this 28th day of January 2025, by the following vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

RESOLUTION NO. 1235

John Sawatzky, Mayor
City of Blue Lake

ATTEST:

City Clerk

Exhibit "A" to Resolution No. 1235

City of Blue Lake General Plan Housing Element Update for the 2019-2027 Planning Period (6th Cycle)

<https://bluelake.ca.gov/wp-content/uploads/2024/09/02012024-BlueLake-6thCycle-HousingElementUpdate.pdf>



City of Blue Lake

City Council Meeting Agenda Report

Item #: 9
Date: January 28, 2025
Item Subject: City Clerk Duties
Submitted By: Mandy Mager, City Manager

General Information: In order to fill the duties of the City Clerk, I am recommending that Council consider contracting for clerk services. As the majority of the clerk duties are clerical in nature, the City has traditionally absorbed the clerk duties within the administrative front office position. Unfortunately, the duties associated with attending Council meetings and taking meeting minutes has been a duty that the front office administrative staff continually declines to do.

The assignment of these duties has caused multiple staff members to seek employment elsewhere and recently was a deciding factor in one of our valued staff members deciding to continue employment with the City.

Our administrative staff is fully capable of managing the day-to-day clerical duties associated with the City Clerk position, but we have been unable to find anyone that wants to take on the duties associated with taking the meeting minutes and attending the City Council meetings.

In the past, the City contracted for clerk duties; the contract employee would attend the meetings, take and prepare the meeting minutes, attest to signatures on resolutions, oversee official postings, review the recording process for all City documents and assist the City Manager and the administrative staff with questions related to elections and public record requests.

Administrative staff already handles all postings and notifications, and the City Manager prepares the agenda and the agenda reports. The City Attorney serves to provide guidance on agendas, agenda language, drafting of resolutions and ordinances, as well as reviewing public record act requests.

The City Manager has been appointed as the City Clerk in the past and is able to fulfill these duties until the position can be filled. This should not be a long-term solution as taking the meeting minutes is time-consuming and prevents the City Manager from participating in the Council meetings in an effective manner.

It is important to note that the City does not have enough work for a full-time City Clerk position and I do not anticipate being able to attract a qualified applicant to a part-time position. I would like to explore the contract option and feel that it gives us the best opportunity to fill the gap in duties.

Background Material Provided: Infographic on City Clerk duties

Fiscal Impact: Contract services would be allocated to the fund spread associated with these services. Services could be compensated on a per meeting basis, with a monthly base contract amount to account for oversight duties.

Recommended Action: Authorize the City Manager to recruit for City Clerk services on a contract basis.

Review Information:

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

Comments:

WORKING WITH YOUR CITY CLERK

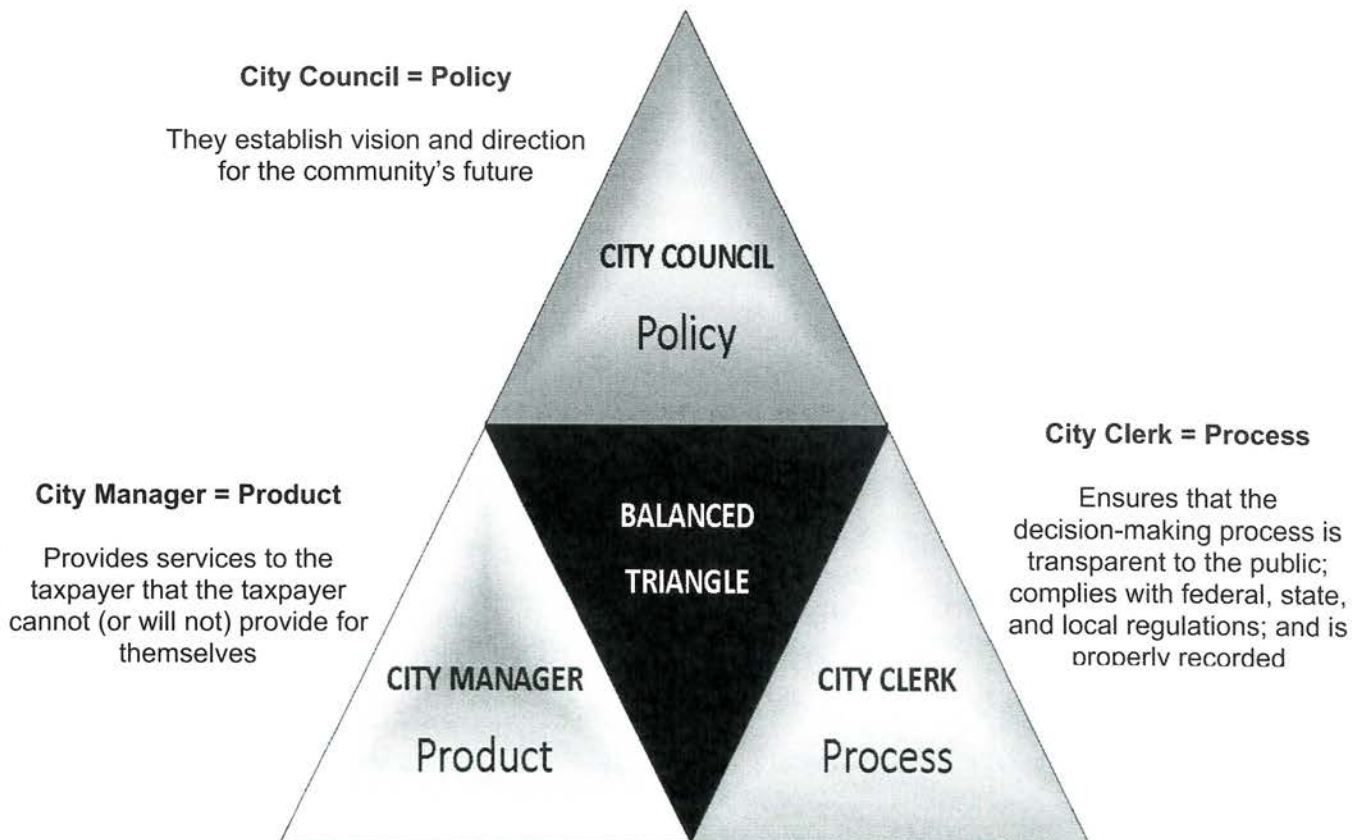
The City Clerk is the local official who administers democratic processes such as elections, access to city records, and all legislative actions ensuring transparency to the public. The City Clerk acts as a compliance officer for federal, state, and local statutes including the Political Reform Act, the Brown Act, and the Public Records Act. The City Clerk manages public inquiries and relationships and arranges for ceremonial and official functions

www.californiacityclerks.org



Public Service—A Balanced Triangle

Success in public service requires an even-sided, balanced triangle. The City Council, City Clerk, and City Manager must understand and respect each other's roles and share an obligation in maintaining this balance.





City of Blue Lake

City Council Meeting Agenda Report

Item #: 10
Date: January 28, 2025
Item Subject: Illegal Fireworks Discussion
Submitted By: Mandy Mager, City Manager

General Information: Council has requested that a discussion item regarding illegal fireworks be placed upon the agenda. Currently, the Public Safety Commission is reviewing this item and is seeking creative solutions to deter the illegal possession and use of illegal fireworks in the community and the surrounding areas.

Illegal fireworks present several impacts to the community, including fire hazards, trauma to domestic animals and livestock and impacts to veterans, to name a few. As the fireworks are illegal, this becomes a law enforcement issue; this presents a larger enforcement issue as the Sheriff Department does not have the necessary personnel to monitor all of the areas affected by illegal fireworks.

Each year, during July 4th and New Year's Eve, calls for service to all law enforcement agencies increases exponentially. The issue of illegal fireworks is not just a Blue Lake issue; this is an issue that is being felt in all communities.

As the Public Safety Commission continues to evaluate and discuss ideas and solutions, staff can continue to provide the Council with updates and possible action-based recommendations.

Background Material Provided: N/A

Fiscal Impact: N/A

Recommended Action:

Review Information:

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

Comments:

ORDINANCE NO. 534

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BLUE LAKE
AMENDING CHAPTER 8.28 OF THE BLUE LAKE MUNICIPAL CODE REGARDING
THE DISCHARGE OF WEAPONS AND FIREWORKS**

The City Council of the City of Blue Lake, Humboldt County, California, does hereby ordain as follows:

Section 1. FINDINGS. The City Council of the City of Blue Lake hereby makes the following findings:

1. The use of fireworks is currently prohibited inside the City limits in conjunction with the discharge of any firearm, BB gun, pellet gun, sling shot, air gun, toy cannon, firecracker, or any other explosive as set forth in section 8.28.010 of the Blue Lake Municipal Code.
2. Dangerous fireworks pose a serious risk to the public's safety, given the potential for personal bodily injury and property damage and loss, and the unknown material composition of these fireworks and lack of safeguards.
3. The use or possession of dangerous or illegal fireworks has been witnessed within the City limits, and the City recognizes the need to adopt further restrictions specifically on fireworks and impose penalties for the possession, sale, use or discharge of fireworks.
4. It is the intent of the City Council to reasonably regulate the possession, sale, use or discharge of dangerous fireworks within the City to protect the public health, safety, and general welfare of residents.

Section 2. AMENDMENTS. Chapter 8.28 of the Blue Lake Municipal Code is hereby amended as shown by the following new text indicated in underscore and bold:

8.28.010 Unlawful Discharge

- A. Except as expressly permitted below in sub-section B, C, and D, every person who discharges any firearm, BB gun, pellet gun, sling shot, air gun, bow and arrow, toy cannon, firecracker, or any other explosive (including fireworks and other pyrotechnics) within the corporate limits of the City of Blue Lake, is guilty of a misdemeanor.
- B. Nothing in this section shall apply to the shooting or discharging of any gun, pistol, or other firearm by any police officer(s) or any other law enforcement agent in the discharge of his or her official duties nor to the discharge or shooting of firearms or blanks in any licensed shooting

gallery, target or other gun or rifle range, athletic event, or any theatrical performance or exhibition.

C. Nothing in this section shall be deemed or construed to prohibit the furnishing, discharging, or possession of a BB gun, pellet gun, sling shot, air gun, or bow and arrow for the purposes of, and while actually engaged in, bona fide organized and supervised youth activity under the care and supervision of a competent adult.

D. Nothing in this section shall apply to the possession and discharge of legally obtained "Safe and Sane Fireworks" (as that term is defined in California Health and Safety Code section 12529) by an adult during the period of 12:00 noon on June 28 through 12:00 noon on July 6 of the same calendar year for the purpose of celebrating the Fourth of July holiday, subject to the following restrictions:

(i) It shall be unlawful for any person to discharge, project or otherwise fire or use any Safe and Sane Fireworks upon or over or onto the property of another without his or her consent or within twenty feet of any residence, dwelling or other structure used as a place of habitation;

(ii) It shall be unlawful to discharge, project or otherwise fire or use any Safe and Sane Fireworks on any City property, unless such property has been officially designated by the Fire Chief as a fireworks discharge area;

(iii) It shall be unlawful to discharge, project or otherwise fire or use any Safe and Sane Fireworks by a person under the influence of alcohol or other controlled substance;

(iv) It shall be unlawful to discharge, project or otherwise fire or use any Safe and Sane Fireworks between 10:00 PM and 12:00 PM; and

(v) It shall be unlawful to discharge, project or otherwise fire or use any Safe and Sane Fireworks in violation of Part 2 of Division 11 of the California Health and Safety Code.

8.28.020 Violation and Penalty

In the discretion of the enforcement officer, any person who violates any provision of this Chapter shall be guilty of either (i) a misdemeanor and punishable by a fine not exceeding \$100.00 or imprisonment not exceeding 20 days or (ii) an administrative fine as may be set by the Council by resolution from time to time.

Section 3. CEQA.

The adoption of this Ordinance is not a "project" under the California Environmental Quality Act because the Ordinance does not involve any commitment to a specific project which may result in a potentially significant physical impact on the environment, as contemplated by Title 14, California Code of Regulations, Section 15378(b)(4). This Ordinance is exempt from the requirements of the California Environmental Quality Act ("CEQA") and the City's CEQA

Guidelines pursuant to CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that granting law enforcement the authority to issue administrative citations and infractions in addition to misdemeanor charges for the illegal possession or use of fireworks within city limits will result in a permanent alteration of property or the construction of any new or expanded structures, or have any other direct or indirect physical changes in the environment, and therefore will not have any potential to significantly affect the environment.

Section 4. SEVERABILITY.

If any section, subsection, clause or phrase or portion of this code is for any reason declared to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of all other provisions of this ordinance. The Mayor and City Council hereby declare that it would have passed the ordinance codified in this chapter; and each section, subsection, sentence, clause and phrase or portion thereof, irrespective of the fact that any one or more of the sections, subsections, sentences, clauses, or phrases or portions thereof be declared invalid or unconstitutional.

SECTION 5. EFFECTIVE DATE. The City Clerk shall certify to the passage and adoption of this Ordinance, and shall make a minute of the passage and adoption thereof in the records and the proceedings of the City Council at which time the same is passed and adopted. This ordinance shall be in full force and effect thirty (30) days after its final passage and adoption.

PASSED, APPROVED, AND ADOPTED this 28th day of May, 2019.

AYES: Jones, Ricca, Daugherty, Curran, Hogan


NOES: None

ABSENT: None



Adelene Jones, Mayor
City of Blue Lake

ATTEST:



April Sousa, CMC
City Clerk, City of Blue Lake

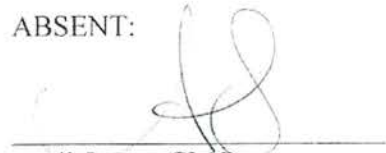
CLERK'S CERTIFICATE

THIS IS TO CERTIFY that Ordinance No. 534 of the City Council of the City of Blue Lake was introduced and read at the regular meeting of the City Council of the City of Blue Lake, California, held on April 23, 2019. This Ordinance, again read at the regular meeting of the Blue Lake City Council, held on May 28, 2019 and at the time, passed by roll call vote, the vote on the adoption of the Ordinance being as follows:

AYES: Jones, Ricca, Daugherty, Curran, Hogan

NOES:

ABSENT:

A handwritten signature in blue ink, appearing to read 'April Sousa', is written over a horizontal line.

April Sousa, CMC
City Clerk, City of Blue Lake



City of Blue Lake

City Council Meeting Agenda Report

Item #: 11
Date: January 28, 2025
Item Subject: Law Enforcement Discussion Update
Submitted By: Mandy Mager, City Manager

General Information: City staff continues to seek options for law enforcement services for the City, including the concept of contracting for services with the City of Ferndale and Trinidad.

On January 22, 2025, the City Managers of Trinidad, Ferndale and Blue Lake and the Police Chiefs from Ferndale and Cal Poly Humboldt, met to continue discussions regarding a contract relationship for law enforcement services.

Current discussions include service levels, contract costs, dispatch services, equipment needs and staffing requirements. The current concept would provide the cities of Blue Lake and Trinidad with 24 hour response service, including assigned patrol deputies for each City. The patrol schedule would be tailored to meet the needs of each City and would be focused on community-oriented policing strategies. Ferndale would be the law enforcement service provider and Cal Poly Humboldt could provide dispatch services.

Constraints to this concept include staffing needs, contract costs and costs associated with the initial equipment investment. A draft budget has been developed by the Ferndale Chief of Police and staff is in the process of evaluating budgets, including opportunities to seek grant funding to assist with equipment purchases. CIRA has authorized the use of grant funds to assist with the purchase of equipment if the cities decide to pursue a contract option.

Conversations will continue as a contract proposal takes a more defined path. The Public Safety Commission has formed an ad-hoc committee to further explore ideas and options regarding this proposal. The Public Safety Commission ad-hoc committee will evaluate community-oriented policing strategies, along with researching options for citizen engagement, such as the current Sheriff Citizen on Patrol (SCOP) program. Taking a creative approach to public safety in our community will allow us to better meet the needs of our citizens and businesses.

Partnering with Ferndale and Trinidad allows each of the cities to further our public safety dollars, while at the same time having a greater level of control over services and service levels.

Background Material Provided: N/A

Fiscal Impact: N/A

Recommended Action: No action required; the City Manager will continue to work toward the development of a proposal for Council's review and consideration.

Review Information:

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

Comments:



City of Blue Lake

City Council Meeting Agenda Report

Item #: 12
Date: January 28, 2025
Item Subject: Powers Creek Flooding Discussion/Update
Submitted By: Mandy Mager, City Manager

General Information: The Council requested that a discussion item regarding the flooding along Powers Creek be placed on the agenda. Staff is prepared to provide an update on the flooding, the creek restoration project and the actions that the City has taken to mitigate flood impacts.

As we continue to experience heavy rain events, and as the state of the creek continues to degrade from sediment infill, vegetation overgrowth and lack of maintenance, we are experiencing flooding events at the east end of Chartin Road and along Hatchery Road with more frequency.

The City has partnered with the Baduwa't Watershed Council on a restoration project that has been funded for the planning, engineering and permitting phase. The City and our partners at Baduwa't Watershed Council are soliciting construction funds through State and Federal grant programs to implement the restoration plans. To date, several projects have been completed along the creek to enhance habitat and mitigate flood potential. Unfortunately, these projects have not made improvements to the areas of the creek that are causing the current flood impacts.

The City is working with private landowners along the creek to assist with flood mitigation; this includes assistance with vegetation and debris removal and planning efforts for long-term improvements. The City has conducted vegetation removal activities along City-owned parcels and works with our partners at the various oversight agencies to ensure that we have the proper permits in place to conduct the work.

The continued flooding creates impacts to the City's stormwater system, along with impacts to our road and sidewalk systems. When Powers Creek breaches at the east end of Chartin Road, the water flows into the horse arena and overwhelms our stormwater detention basin. This causes the arena parking area to flood, along with increasing flooding along Chartin and Broderick. Fortunately, these flood waters recede quickly and the horse arena area is able to withstand the impacts from the flood waters. The City has elevated and secured the port-a-potty at the horse arena to ensure that it will not tip over. This was brought up as a concern by the residents in the area.

The City has provided sand filling stations at City Hall and the City Corporation Yard for residents when weather conditions warrant. Residents are encouraged to proactively secure their properties ahead of storm events.

During storm events, the City's Public Works Department conducts regular rounds of the community and the City's infrastructure. The role of the City is to ensure that City infrastructure is secure and functioning. This includes ensuring that our systems can keep up with stormwater intrusion, that roads are safe and free from hazards and that we maintain communication with our resource agencies in the event that we need emergency assistance.

City staff is not trained or equipped to act as first responders; in the event that a community member is in need of assistance outside of a City infrastructure issue, they are encouraged to contact 911. 911 dispatch will determine the appropriate agency to respond to a call for service; this may include the Blue Lake Volunteer Fire Department, PG&E, or the Sheriff. In the event of an infrastructure issue, the City maintains a 24-hour number that reaches the Public Works Superintendent and the City Manager for response.

Background Material Provided: N/A

Fiscal Impact: N/A

Recommended Action: Discussion Item

Review Information:

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

Comments:

City of Blue Lake

January 28, 2025

Consent Agenda

1. City Council Meeting Minutes:

- Sept. 24, 2024
- October 8, 2024
- November 12, 2024
- November 24, 2024
- December 10, 2024
- January 14, 2025

2. Warrants and Disbursements-December 2024

3. Fiscal Year 2024-2025 Salary Schedule Amendment No. 2

4. Fiscal Year 2023-2024 Budget Amendment

5. City Hall Signage Package





Blue Lake City Council Minutes

Tuesday, September 24, 2024 6:30 p.m. ~ Regular Council Meeting
Skinner Store Building ~ 111 Greenwood Rd., Blue Lake ~ Behind City Hall

1. **Meeting Called to Order:** 6:30 p.m.
2. **Quorum Established:** Mayor Jones, Mayor Pro-Tem Shull, Councilmember Edgar, Councilmember Scafani
Staff Present: City Manager Mager, City Clerk Gonzalez
Public Present: Justin Goad, John Sawatzky, Jean Lynch, Julie Christie, Erin McClure, Alex Ricca, Mardi Grainger, Kat Napier, Lynn Glenn, Martha Mead, Verda Pitts.
3. **Pledge of Allegiance**
4. **Approval of the Agenda:**
Motion: To approve the agenda as submitted
Motion by: Edgar
Seconded by: Scafani
No Public Comment
Motion Summary: Consensus
5. **Public Comment:**
Alex Ricca: Commented that he had submitted an application for public safety commission opening and wanted the council to be able to put a face with a name.
Kat Napier: Comments on the truck route and the work done by the contractor.
Julie Christie: Thanks Alex Ricca for his application to the Public Safety Commission; thanks Kat Napier for working with the contractor on the truck route.
Lynn Glen: Commenting as a representative of CERT; states that the Safety Fair was fabulous and appreciated being a part of it; states that copies of the publication "Living on Shakey Ground" is available and the Great Shake-Out will be on October 17th.
Mardi Grainger: Reads aloud her letter requesting funding to support Justin Goad for his work on videoing the meetings.
6. **Proclamation of the City of Blue Lake Recognizing September 30-October 6, 2024, as the Week Without Driving**
Mayor Jones reads the staff report and introduces the item.
Motion: To Proclaim September 30, 2024-October 6, 2024 as the Week without Driving
Motion by: Councilmember Edgar
Seconded by: Mayor Pro-Tem Shull
Public Comment:
Jean Lynch: Comments on the language in the proclamation regarding historical development impacts to communities of color; wants the language removed.
Julie Christie: Comments that the language regarding communities of color may be outdated.
Councilmember Scafani: States that Jean Lynch may have a point.
City Manager Mager: States that "communities of color" have been greatly impacted by

infrastructure projects; major transit routes have gone through cultural sites and traditional villages; this has happened on the Yurok Reservation where the main highway was built right through sacred sites and villages. The language in the proclamation is important and should remain.

Councilmember Shull: There are multiple examples of underserved communities being impacted by these types of projects.

Motion Summary: Consensus

Mayor Jones reads the proclamation.

7. City of Blue Lake Branding Implementation-Discussion/Direction

Mayor Jones reads the staff report and introduces the item.

City Manager Mager presents the item and provides an overview of the branding process and the work that has been done over the years to work toward a brand for Blue Lake.

Councilmember Scafani: States that she can't distinguish the image in the logo as she drives through the round-about.

Councilmember Edgar: States that he likes everything about the branding.

Councilmember Scafani: States that the image is too dark; wants to see it in brighter colors; wants more choices.

Councilmember Edgar: States that the work was sent to Council by the commissions for consideration.

Public Comment:

Julie Christie: States her preference for the City seal.

Mardi Grainger: Comments on the public input process.

Alex Ricca: States that Blue Lake should have a "find the lake day."

Verda Pitts: States her preference for the City seal; it's timeless and professional; the new design is a fad and popular right now and should be used for recreation; the commissioners did the work to bring this forward.

John Sawatzky: The logo is bold and oversimplified; visually overstimulating and aggressive.

Beckie Thornton: States she's a graphic designer; colors are too dark.

Councilmember Scafani: States she worked for a magazine and worked with editors.

8. Memorandum of Agreement with Fieldbrook Community Services District

Councilmember Edgar recuses himself and leaves the room.

Mayor Jones reads the staff report and introduces the item

City Manager Mager presents the agreement, including the terms and scope of work.

Mayor Pro-Tem Shull: Asks about the end date of the agreement.

Councilmember Scafani: Requests that future amendment come back to the City Council for consideration.

Motion: To authorize the City Manager to execute the Memorandum of Agreement with the Fieldbrook Glendale Community Services District for a period of one year.

Motion by: Mayor Pro-Tem Shull

Seconded by: Councilmember Scafani

Public Comment:

Julie Christie: Comments on costs associated with providing the service.

Motion Summary: (Ayes) Mayor Jones, Mayor Pro-Tem Shull, Councilmember Scafani

9. Council Correspondence:

Mayor Jones reads a letter from Jean Lynch regarding procurement policies.

10. Consent Agenda:

Mayor Jones opens the item; Councilmember Scafani pulls the Warrants and Disbursements

9a. Meeting Minutes: July 23, 2024:

Mayor Jones asks that Councilmember Shull be referred to as Mayor Pro-Tem Shull in the meeting minutes

Councilmember Scafani asks to clarify her comments regarding the website and the General Plan page and to correct the language regarding the CDBG funds.

Motion: To approve item 9a., the meeting minutes with corrections

Motion by: Councilmember Edgar

Seconded by: Mayor Pro-Tem Shull

Public Comment:

Julie Christie: Comments on the accuracy of the meeting minutes.

John Sawatzky: Comments that the minutes are not scannable.

Motion Summary: Consensus

9b. Warrants and Disbursements

Councilmember Edgar recuses himself and leaves the room.

Councilmember Scafani: Questions why the City is paying itself for water

City Manager Mager: Explains that the City has multiple water accounts to pay for.

Councilmember Scafani: Questions disbursement to Nutter Productions.

City Manager Mager: Explains that the payment was made to the videographer that developed the City's Housing video that was funded by State funding under the REAP funding.

Councilmember Scafani: Questions the disbursement to RREDC.

City Manager Mager: Explains that the original request to pay off the loan to RREDC was not accurately reflected; staff will bring back an additional request in the future to complete the pay-off of the loan.

Motion: To approve the Warrants and Disbursements

Motion by: Councilmember Scafani

Seconded by: Mayor Pro-Tem Shull

Public Comment:

Julie Christie: Comments on the City's housing video and it's availability on the HCAOG website; comments on additional description of fund sources.

Motion Summary: Passed (Ayes) Mayor Jones, Mayor Pro-Tem Shull, Councilmember Shull (Recused): Councilmember Edgar

Councilmember Edgar re-enters the room

11. Reports of Council and Staff

Councilmember Edgar: Nothing to report

Councilmember Scafani: States that the Parks and Recreation Commission meeting was cancelled; comments on on-going work on the City's website.

Mayor Jones: Reports on the Arts and Heritage Commission meeting and the work on the town square and art-based traffic calming; reports on the Economic Development Commission meeting and the vacant building ordinance discussion and Blue Lake branding work; reports on the Chamber of Commerce meeting, Humboldt Waste Management Authority, HCAOG and the League of Cities.

Mayor Pro-Tem Shull: Reports that the RREDC meeting was cancelled; reports on the work that the Blue Lake Chamber is doing to reach out to local businesses.

Mayor Jones: Reports on the town square splash day.

City Manager Mager presents her report and provides additional information on the work on Greenwood, including the paving schedule and the coordination taking place to minimize impacts to the community and businesses. Reports on the status of the town square and the final installation of the shade trellis; reports on the status of the bike park and the amount of work that has been

completed; fundraising efforts paying for fuel and equipment, with labor being donated by volunteers.

Councilmember Scafani: Questions the dates for the public comment period for the Housing Element CEQA document

City Manager Mager: Reports that the CEQA document has been released and noticed.

Mayor Jones: Questions if the document will be ready for

Councilmember Scafani: Questions the funding status for the Powers Creek Restoration project.

City Manager Mager: Reports that the project is in the design, engineering and permitting stage, including community outreach and property owner engagement. Vegetation removal may start in the Spring; additional funding applications will be written for construction.

Councilmember Scafani: Questions the flooding along Hatchery Road

City Manager Mager: Explains that the flooding is a consequence of lack of maintenance and sediment infill on private property.

Public Comment:

Julie Christie: Comments on the City Manager Report; comments on the responsibility of private property owners to manage vegetation. Requests that the Manager Report be presented at a separate meeting.

12. Future Agenda Items

- a. **October 8, 2024-Special Meeting**
- b. **Community Development Block Grant Close-Out**
- c. **Audit**
- d. **REAP Video-Blue Lake Housing**

Council discusses the review of Council applications and when they will be made available.

13. Adjournment-8:48pm

Motion: To adjourn

Motion by: Councilmember Scafani

Seconded by: Mayor Pro-Tem Shull

Motion Summary: Consensus



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CITY OF BLUE LAKE
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Blue Lake City Council Minutes

Tuesday, October 8, 2024 6:30 p.m. ~ Special Council Meeting
Skinner Store Building ~ 111 Greenwood Rd., Blue Lake ~ Behind City Hall

1. Called to Order: 6:30 p.m.

Councilmembers Present: Mayor Jones, Mayor Pro-Tem Shull, Councilmember Edgar, Councilmember Scafani

Staff Present: City Manager Mager, City Clerk Gonzalez, Office Assistant Quigley

Public Present: Chris Firor, Winona Verda Pitts, Kat Napier, John Sawatzky, Lori Ponte, Jean Lynch, Erin McClure, Beckie Thornton, Tina Catalina, Mardi Granger, Eric Hall

2. Pledge of Allegiance

3. Approval of the Agenda

Councilmember Scafani: Requests to move item number 7, before item number 6

Motion: Approve the agenda with changes, moving item number 7 above item number 6.

Motion by: Councilmember Edgar

Seconded by: Mayor Pro-Tem Shull

Public Comment: None

Motion Summary: Consensus

4. Public Comment on Items not on the Agenda: None

5. Public Hearing-Close-out of the Community Development Block Grant Library Improvement Project.

Mayor Jones introduces the item and reads the staff report

City Manager Mager presents the item and asks Council to open the public hearing.

Mayor Jones opens the public hearing-No comments received

Public Hearing is closed

Motion: Authorize the City Manager to close out the grant and to submit all necessary documents.

Motion by: Mayor Pro-Tem Shull

Seconded by: Councilmember Edgar

Motion Summary: Consensus

6. Council Correspondence

Mayor Jones reads letters of support for appointment of Chris Firor and reads petition and names of signers in support of John Sawatzky to the City Council.

7. City Council Vacancy-Discuss, Consider and Possibly Appoint a Qualified Applicant to Fill City Council Seat Vacated on July 24, 2024 – Discussion/Action

Mayor Jones introduces the item and reads the staff report. The City received four applications for the Council vacancy; applications were received from John Sawatzky, Verda Pitts, Kat Napier and Chris Firor. Mayor Jones asked each candidate to introduce themselves to the Council and the public.

Public Comment:

Eric Hall: Spoke in support of Chris Firor

- Chris Firor: Introduces himself and his vision for Blue Lake.
- Verda Winona Pitts: Introduces herself and states her support for John Sawatzky.
- Kat Napier: Introduces herself and comments on the work of the City Manager; states her qualifications regarding revenue generation.
- John Sawatzky: Introduces himself and his goals; interested in the Powers Creek District and potential for revenue generation.

Council discusses the appointment; Councilmember Scafani comments on appointing someone with Council experience.

Motion: To appoint John Sawatzky to the Vacancy

Motion By: Councilmember Scafani

Councilmember Edgar: Comments that all of the applicants are dedicated and would do well.

Motion: To Appoint Chris Firor to the Vacancy

Councilmember Scafani: States that Chris Firor is the least qualified for the Council position

Seconded by: Mayor Jones

Councilmember Shull: Comments that there is a lot of support for John Sawatzky and that will come out in the election and there is a lot of support for Chris Firor. States her support of Chris Firor.

Public Comment:

Kat Napier: Comments on John Sawatzky being the most qualified.

Lori Ponte: Comments on the number of people that signed the petition in support of John Sawatzky.

Jean Lynch: Comments on John Sawatzky's qualifications and the City's General Plan.

Beckie Thornton: Comments on the need to have experience on the Council.

Erin McClure: Comments on John Sawatzky's qualifications.

Tina Catalina: States her support of Chris Firor and his abilities.

Verda Pitts: States her opinion on the process.

Mardi Granger: States that Chris is the least prepared for the position.

John Sawatzky: Accepts Council's decision and supports Kat for Mayor.

Chris Edgar: States that his constituents came to him in support of Chris Firor.

Mayor Jones: Clarifies that Councilmembers have not conducted back room discussions; the Brown Act prevents this.

Lori Ponte: Comments that no one said that back room discussions took place; maybe it was implied but it wasn't said out loud.

Motion Summary: Ayes: Jones, Edgar, Shull Nays: 0; Abstention: Scafani

City Clerk Gonzalez issues the oath of office to Chris Firor; Councilmember Firor assumes his place at the table with the Council.

8. Consent Agenda-No items

9. Reports of Council and Staff:

- Councilmember Edgar: Nothing to report
- Councilmember Scafani: Reports on RCEA decision to not accept nuclear power allocation.
- Mayor Jones: Comments on the Maddy Act and reallocating commission positions; provides report on the Economic Development Commission and their work on retail cannabis investigation, and vacant building ordinance recommendation.
- Mayor Pro-Tem Shull: Nothing to report
- Councilmember Firor: Nothing to report.

10. Future Agenda Items:

- a. Maddy Act
- b. Metal Roof Ordinance
- c. Fiscal Audit
- d. Closed Session-Property Negotiations
- e. CAP Presentation

11. Motion to Adjourn

Motion by: Councilmember Scafani

Seconded by: Councilmember Edgar

Motion Summary: Consensus



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CITY OF BLUE LAKE CALIFORNIA

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Blue Lake City Council Minutes

Tuesday, November 12, 2024, 2024 6:30 p.m. ~ Special Council Meeting
Skinner Store Building ~ 111 Greenwood Rd., Blue Lake ~ Behind City Hall

1. Called to Order: 6:30 p.m.

Councilmembers Present: Mayor Jones, Mayor Pro-Tem Shull, Councilmember Edgar, Councilmember Scafani, Councilmember Firor

Staff Present: City Manager Mager, City Clerk Gonzalez, Office Assistant Quigley

Public Present: Kit Mann, Rebecca Zettler-Mann, Scott Frazer, Stephen Kullman, Elissa Rosado, Kat Napier, Michelle Lewis-Lusso, Lori Ponte, Dave Ponte, Sherri Green, Charis Bowman, Julie Christie, Erin McClure, Jean Lynch, John Sawatzky, David Glen, Marnin Robbins

2. Pledge of Allegiance

3. Approval of the Agenda

Motion: To approve the agenda as presented

Motion by: Councilmember Edgar

Seconded by: Mayor Pro-Tem Shull

Public Comment: None

Motion Summary: Consensus

4. Public Comment on Items not on the Agenda:

Scott Frazer: Requests a public hearing on the RV park at the biomass plant at the next Council meeting.
Julie Christie: Comments on the date change for Annie & Mary Day, the liability associated with the bike park and drainage on the truck route.

5. Presentation by PowerTransitions Regarding Potential Development of a Portion of the former Blue Lake Power Site for Battery Storage

Mayor Jones introduces the item and reads the staff report

Jeff Goldstein, PowerTransitions Manager, introduces himself and his company. PowerTransitions is interested in developing a battery energy storage system project at the former biomass plant; the project would install a battery system to capture renewable energy and send it back onto the grid. PowerTransitions acquires retiring power plants to repurpose the sites into renewable energy projects. This includes demolishing the existing facilities, remediating the sites and restoring the tax base. The company proposes

to acquire six acres of City-owned land, demolish the existing facilities, clean up the site and install a 12.5MW Lithium Iron Phosphate battery storage system. A future project would increase the project to 100MW of battery storage.

Manager Mager: Provides an overview of the City's efforts to evaluate a battery storage project; the project has been in the planning stages for four years and was designed as part of the RV park and campground project. The City has been working with Redwood Coast Energy Authority to evaluate options and opportunities at the property, including a battery storage project. The City is looking to leverage the existing infrastructure to clean up the site and move forward with future development projects. This is a path that has been moving forward for a number of years and staff has been evaluating options and opportunities to bring back to the Council and the community.

Mayor Jones: Questions if the project would have a manager on-site.

Jeff Goldstein: States that the project does not require on-site management; there is security but the project is monitored remotely and is inspected periodically. A security company would be engaged to provide routine inspections of the facility.

Councilmember Edgar: Questions how long the Lithium Iron Phosphate batteries have been being used?

Jeff Goldstein: States that the batteries have been in use for a number of years.

Mayor Pro-Tem Shull: Questions the life span of the batteries and who is responsible for replacing them.

Councilmember Edgar: Questions if PowerTransitions would be building the recreation facilities?

Jeff Goldstein: They would not be building the recreation facilities but could install EV charging stations.

Mayor Jones: Asks is PowerTransitions would be investing in the RV park and campground.

Manager Mager: Clarifies that the City would be developing the RV park and campground.

Councilmember Scafani: Questions why the development proposal includes the six acres and a future plan for the full parcel.

Jeff Goldstein: Clarifies that in the future, PowerTransitions would be interested in acquiring or leasing the larger site if the City wanted to pursue a larger project. The full 100MW project would fit in the six acres.

Mayor Pro-Tem Shull: Has RCEA seen this presentation?

Jeff Goldstein: They're excited about the project and want to see Blue Lake succeed.

Councilmember Firor: Are there concerns with flood issue and earthquakes?

Jeff Goldstein: States that flood doesn't seem to be an issue, but pads could be elevated if necessary; the power plant has never been flooded. All facilities will be built to earthquake standards. The project proposes the installation of eight containers.

Public Comment:

Kit Mann: Questions if the proposal includes clean up of the whole site, including the chips.

Jeff Goldstein: States that that is the intent, the chips are more difficult to get rid of and they're looking for options.

Kit Mann: What is the source of the energy?

Jeff Goldstein: The power will be purchased from PG&E from the grid; the power will be purchased when the costs are low and sent back out to the grid when the usage and costs are high.

Kit Mann: Can the existing lines handle 100MW.

Jeff Goldstein: The existing lines can handle 100MW.

Dave Ponte: Questions purchasing the energy from PG&E.

Jeff Goldstein: States that a combined solar and battery storage project would require a large parcel of land to be feasible. There are many stand-alone battery storage projects.

Councilmember Scafani: States that RCEA has evaluated a solar project on the power plant site but found that it wasn't feasible.

Jeff Goldstein: Building solar on a small lot like 20 acres is not economically viable; the capital costs are too high for small tracts of land.

Mardi Granger: States her dislike for batteries and mining associated with batteries; new technologies and patents are going to be released.

Julie Christie: Comments that a new Council will be seated and this Council should not take action; supports renewable energy but doesn't support selling properties.

Stephen Khullman: Questions the CAISO process and what happens to the clean up of the site if they have to go through a longer process?

Jeff Goldstein: States that they're committed to cleaning up the site if it takes longer to get approval from CAISO.

Councilmember Scafani: Questions when the batteries are charged.

Jeff Goldstein: Clarifies that the batteries are being charged whenever they need to be charged; it's a load and price balancing.

Lin Glen: Questions how the City will receive revenue from the project.

City Attorney Plotz: This would be determined through a negotiation process; this could include purchase or lease payments.

Lin Glen: Questions future clean up of the site and who would be responsible.

Jeff Goldstein: PowerTransitions would be responsible for cleaning the site.

Jean Lynch: Question PowerTransitions concern regarding flooding from the levee.

Jeff Goldstein: States that they would be evaluating the issues through the CEQA process.

Beckie Thornton: Comments on language in the general plan supporting leasing land.

Kat Napier: Questions the number of sites that PowerTransitions leases versus owns.

Jeff Goldstein: States that most of the facilities are leased; the sites that need remediation are usually purchased.

Kat Napier: What is the difference between leasing and purchasing?

Jeff Goldstein: The cost of remediation of a site is a determining factor; if they have to pay to clean up the site they need the value of the land to make it feasible. If the City can clean up the site and pay for the remediation, they would be interested in leasing.

Sherri Star: Comments on safety standards and other cities implementing moratoriums until higher safety standards could be implemented. Questions if the City's insurance carrier has been consulted and if the premiums would increase.

Jeff Goldstein: The fire commented on was older battery technology and not the same technology that is being proposed.

Sherri Star: Why is Blue Lake being offered technology that is a higher standard than other wealthier communities are being offered?

Jeff Goldstein: States that the company uses the latest technology to ensure safety.

John Sawatzky: Asks if PowerTransitions would upgrade their facilities if new technology is available and would the City be a part of that decision?

Jeff Goldstein: Affirms that the systems are designed to be upgraded and the City could be involved in that discussion.

Public Comment Closed.

6. Consider approval of Exclusive Right to Negotiate Agreement with PowerTransitions Operations LLC

Mayor Jones introduces the item

City Attorney Plotz provides an overview of the proposed agreement; recommends that the Council appoint two Councilmembers to a negotiating team to participate in the negotiation of a possible agreement for future consideration by the Council. The agreement does not bind the City to an agreement with PowerTransitions;

it does obligate the City to negotiate in good faith and exclusively with PowerTransitions for a period of time. There are several milestones that would need to be met and the process will take a period of time, up to a year.

Mayor Jones: Questions limitations of liability language in the ERN; what does ERN stand for?

Attorney Plotz: ERN is the exclusive right to negotiate.

Councilmember Scafani: Questions entering into the agreement if the City is not willing to sell the property. Doesn't feel that the City is in a position to consider a sale at this time; although the City has been working on this and working with RCEA on a battery storage facility. She's not ready to take this step even though staff has been working on this for a long time.

Mayor Jones: Would like to see land leased; there's zoning, but it takes control away.

Councilmember Scafani: If we were to sell the land, would we have to declare the land surplus?

Attorney Plotz: Clarifies that the land doesn't meet the HCD requirements for declaring it surplus lands.

Mayor Pro-Tem Shull: Not comfortable making a decision when there will be a new Council.

Councilmember Edgar: Agrees with Mayor Pro-Tem Shull; it will be a new Council that will make any future decisions on leasing or selling.

Motion: To continue the item until the January Council meeting.

Motion by: Councilmember Scafani

Mayor Pro-Tem Shull: States that she thinks the project would be a shining star for Blue Lake and is not against the project.

Attorney Plotz: Explains that the item was brought forward at this meeting due to the solicitation process that RCEA is going to release and that Jeff Goldstein wouldn't be available at the next Council meeting.

Seconded by: Mayor Pro-Tem Shull

Public Comment:

Julie Christie: Appreciates the Council's decision to continue the item.

Lori Ponte: Thanks the Council and recommends holding a community meeting to answer questions from the community.

Beckie Thornton: Thanks the Council and agrees that a community meeting should be held.

Kit Mann: Why isn't Land Gas completing the removal as required by their lease?

Attorney Plotz: Clarifies that the demolition and clean up was not insured and the entity is defunct.

Attorney Plotz: States that he asked PowerTransitions if they would bond the project and they agreed.

Lin Glen: Thanks the Council for their decision; doesn't support selling the land.

Motion Summary: Consensus

7. Council Correspondence-None

8. Consent Agenda-No items

9. Reports of Council and Staff:

Mayor Jones: States that she will be attending upcoming meetings.

Councilmember Edgar: Nothing to report

Councilmember Scafani: Reports on Parks and Recreation meeting and upcoming holiday events.

Mayor Pro-Tem Shull: Reports on RREDC meeting and the Blue Lake Chamber of Commerce Meeting.

Councilmember Firor: Will report on the EDC meeting at the next Council meeting

10. Future Agenda Items:

- City Council December Meeting on December 10th
- Security at the power plant

11. Motion to Adjourn (8:32pm)

Motion by: Councilmember Scafani

Seconded by: Councilmember Edgar

Motion Summary: Consensus

DRAFT



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CITY OF BLUE LAKE CALIFORNIA

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Blue Lake City Council Minutes

Tuesday, November 24, 2024, 2024 6:30 p.m. ~ Regular Council Meeting
Skinner Store Building ~ 111 Greenwood Rd., Blue Lake ~ Behind City Hall

1. Called to Order: 6:30 p.m.

Councilmembers Present: Mayor Jones, Mayor Pro-Tem Shull, Councilmember Edgar, Councilmember Scafani, Councilmember Firor

Staff Present: City Manager Mager, City Clerk Gonzalez, Office Assistant Quigley

Public Present: Mardi Granger, Erin McClure, Kat Napier, Justin Goad, Brett Jones, Beckie Thornton, Michelle Nielsen, Richard Engel, Ted Hales, Sherri, Jake Jones, Michelle Lewis-Lusso, Jean Lynch, Julie Christie, Sandy Bennett, Angela Dare

2. Pledge of Allegiance

3. Approval of the Agenda

Motion: To approve the agenda as presented

Motion by: Mayor Pro-Tem Shull

Seconded by: Councilmember Scafani

Public Comment: None

Motion Summary: Consensus

4. Public Comment on Items not on the Agenda:

Lori Ponte: Comments on her letter requesting an update on the DANCO and Storyland Studios projects.

Beckie Thornton: Comments on Public Safety Commissioner Jason Crews letter to Council regarding Elise Scafani and her position as liaison to the Public Safety Commission.

Julie Christie: Thanks Councilmembers Shull, Edgar and Jones for their service

Ted Hales: Comments on the letter from Commissioner Crews regarding Councilmember Scafani's position as liaison to the Public Safety Commission.

Jean Lynch: Comments on the letter from Commissioner Crews regarding Councilmember Scafani's position as liaison to the Public Safety Commission.

5. Public Hearing-Humboldt County Association of Governments (HCAOG) Unmet Transit Needs
Mayor Jones presents the item and reads the staff report.

Michelle Nielsen, HCAOG representative presents the item; public comments can be made during the public hearing or by completing a survey or submitting written comments. Comments will be received through the end of the year. The information gathered through this process will be used to determine needs and to evaluate financial feasibility and sustainability of new and existing services.

Councilmember Scafani: Questions if the results of the survey that was completed by Sandy Benett were provided to HCAOG?

Mayor Jones opens the public hearing.

Sandy Benett: States that she conducted the survey by going door-to-door and standing in front of Murphy's Market to reach people.

City Manager Mager: Acknowledges the work that Sandy Benett and the staff at the Resource Center did to gather data; this information was presented to Humboldt Transit Authority and is being used to advocate for additional services in the community, including micro-transit services.

Julie Christie: Comments on HCAOG presentations and her attendance at HCAOG meetings.

Public Hearing Closed.

6. Presentation and Adoption of City of Blue Lake Fiscal Year 2023 Audit

Mayor Jones introduces the item and reads the staff report.

City Manager Mager introduces Brett Jones, the City's Auditor.

Brett Jones presents the City's audit; they are issuing an unmodified opinion; the communication letter includes one reportable finding regarding the timeliness of the filing of the report. The audit went very well; they are working with staff to start the next fiscal year audit.

Public Comment:

Julie Christie: Comments on the audit; questions if the City's Finance Manager advertisement has anything to do with Jackson and Eklund.

Mayor Pro-Tem Shull: Questions how long it takes to complete an audit.

Brett Jones: States it usually takes up to two months.

Motion: To accept the audit as presented.

Motion by: Councilmember Scafani

Seconded by: Councilmember Edgar

Motion Summary: Consensus

7. Redwood Coast Energy Authority (RCEA) Battery Energy Storage Presentation:

Mayor Jones reads the staff report

City Manager Mager introduces Richard Engel, representative of RCEA, who will be presenting on RCEA's work with the City of Blue Lake to evaluate a battery storage project on the former Blue Lake Power site and how battery storage projects fit within RCEA's energy storage portfolio.

Richard Engel: Provides an overview on energy storage projects and the goals of RCEA to reach a 100% renewable energy portfolio. RCEA strives for a diversified mix of renewable energy and is working with local developers on solar and storage projects including a project at Sun Valley Floral Farms. RCEA has been working with the owners of the biomass plants to transition these plants to renewable energy projects that include battery energy storage projects. The interconnection capacity of the existing plants has a lot of

value and they're looking for ways to utilize the interconnection.

Mayor Jones: Asks about the Sun Valley Floral project.

Richard Engle: The project should be completed early in 2025; it's 7MW of solar and 2.5MW of battery storage. The project is being built on 30 acres; solar projects usually take 4-5 acres per megawatt of power.

Councilmember Scafani: Questions the transmission system and how long it took for them to go through the CAISO process.

Richard Engle: Clarifies that PG&E is upgrading the lines and it didn't have to go through CAISO for approval due to the size.

Richard Engle: Battery storage is saving the State from rolling blackouts and is allowing more renewable energy to be put back into the grid.

Mayor Pro-Tem Shull: Questions the noise issues associated with the battery projects; does RCEA know of any issues related to noise?

Richard Engle: States that he hasn't visited a lithium iron phosphate project but is aware of lithium ion projects and they're very quiet. The biggest battery storage projects are at the Rancheria and the airport; these are quiet and noise isn't an issue.

City Manager Mager: Asks Richard Engle if a site tour could be arranged for the Council and the community to visit the airport microgrid and battery storage project.

Richard Engle: Site tours are conducted and can be arranged.

Councilmember Scafani: Questions if there's a point where there's too much solar.

Richard Engle: Expects an increase in need for electricity as industries like AI, bitcoin, and more electric vehicles, etc...are developed.

Public Comment:

Julie Christie: Appreciates that Elise is on RCEA; she has been promoting energy and is disappointed that the City isn't promoting biomass

8. City of Blue Lake Housing Element Presentation:

Mayor Jones introduces the item and reads the staff report.

City Planner Garry Rees presents the draft Housing Element and the CEQA document.

The City has received State funding to complete the housing element update, along with the CEQA analysis. The draft element and the CEQA document were submitted and reviewed by the Planning Commission; the Planning Commission approved the documents and has sent the documents to the City Council with a recommendation of adoption.

Councilmember Scafani: Questions why prior housing elements were not certified?

Planner Rees: States that the Council was unwilling to adopt a certified element due to the "by-right" zoning requirements. The Council wanted to require a conditional use permit for all multi-family projects and there were also cost concerns with implementation.

Mayor Pro-Tem Shull: Comments on the consequences of not adopting a certified element, including inability to receive grant funding.

Planner Rees: There are a variety of ways that HCD can enforce compliance.

Councilmember Scafani: Compliance is through zoning, not through development.

Planner Rees: The housing element is not proposing changing current zoning of existing parcels. The housing element is proposing the development of a combining zone that could be applied to specific parcels to accommodate the "by-right" zoning application. This is a focused tool to accommodate affordable housing development.

City Manager Mager: Asks Planner Rees to distinguish between "by-right" and the City's current regulations.

Planner Rees: Explains that a developer would apply for a building permit, which will be referred to staff for review to determine compliance with zoning regulations and local, State and Federal regulations; you don't have to go before the Planning Commission and be subjected to subjective review.

Public Comment:

Kat Napier: Questions what the developable status labels mean on vacant lots and how many units can be developed on a residential lot currently.

Planner Rees: Explains how vacant sites are labeled; this is done by assessing development and environmental constraints. Single family lots can be developed with a main residence, along with ADU's and JADU's.

Councilmember Scafani: Does a Section 8 unit meet the RHNA?

Planner Rees: Project-based vouchers can be counted.

Jean Lynch: Questions single-room occupancy; does it qualify for the RHNA. Is the emergency shelter being planned for still; why is the horse arena and park not public facilities.

Planner Rees: Single room occupancy can be counted; it's a form of affordable housing. The Opportunity Zone was designated as the zone to accommodate an emergency shelter. The horse arena and the park are designated as Open Space/Recreation.

Julie Christie: Comments that the O Zone was created to accommodate work housing for the industrial park; should address infrastructure constraints before thinking about development.

Councilmember Scafani: Questions density bonus.

Planner Rees: The element does not implement anything more than what the State is requiring; a developer can apply for density bonuses currently based on State law.

Councilmember Scafani: States that she doesn't think that this item should be brought to the Council on December 10th; new Councilmembers will need more time to settle in before they are asked to adopt a monumental document.

Planner Rees: It's not uncommon to have multiple public hearings; you could have a public hearing on December 10th and adopt at the meeting in January.

Councilmember Edgar: Recommends leaving it on the December 10th agenda and the next Council can decide what they want to do. It gives more time for public comment.

City Manager Mager: This is the second recording of this presentation and it's accessible to the public.

Councilmember Scafani: Would like the presentation linked on the City website.

Planner Rees: The City's website has a lot of information related to the housing element, including the draft documents.

9. Second Reading and Adoption of Ordinance Number 2024-544-Adding Metal Roofing to the development standards.

Mayor Jones introduces the item

No Public Comment

Motion: To conduct the second reading by title only and adopt Ordinance Number 2024-544

Motion by: Councilmember Edgar

Seconded by: Councilmember Firor

Roll Call Vote: Ayes: Mayor Jones, Mayor Pro-Tem Shull, Councilmember Edgar, Councilmember Scafani, Councilmember Firor

Motion Summary: Passed

10. Consent Agenda: Council pulls the meeting minutes and the warrants and disbursements

September 24, 2024 meeting minutes:

- Correct Michelle Lewis-Lusso’s name in the minutes
- Remove “totally off topic” from Julie Christie’s comments

Public Comment:

Kat Napier: Asks to remove “RAO owner” from page 2, item 3.

Julie Christie: Comments on public comments and not including details of comments

Motion: To approve the September 24, 2024 meeting minutes with corrections

Motion by: Mayor Pro-Tem Shull

Seconded by: Councilmember Edgar

Motion Summary: Consensus

**Note: Councilmember Edgar recuses himself and leaves the building.*

Salary Scale Adjustment:

Councilmember Scafani: Questions if the cost increase for the rounds is to accommodate the additional time to complete the rounds.

City Manager Mager: Affirms that this is so.

Motion: To accept the 2024-2025 Salary Schedule Adjustment No. 1

Motion by: Councilmember Scafani

Seconded by: Mayor Pro-Tem Shull

Motion Summary: Ayes: Mayor Jones, Mayor Pro-Tem Shull, Councilmember Scafani, Councilmember Firor

Warrants & Disbursements:

Councilmember Scafani: Questions payment to Alves roofing.

City Manager Mager: Explains that the payment was for the roof on Prasch Hall.

Mayor Jones: Questions the payment to RAO and how much is left to pay.

City Manager Mager: The payment to RAO is for the truck route project.

No public comment

Motion: To accept the October warrants and disbursements

Motion by: Mayor Pro-Tem Shull

Seconded by: Councilmember Firor

Motion Summary: Ayes: Mayor Jones, Mayor Pro-Tem Shull, Councilmember Scafani, Councilmember Firor

** Note: Councilmember Edgar re-enters the room and joins the Council*

11. Council Correspondence

Mayor Jones reviews correspondence

11. Reports of Council and Staff:

- Councilmember Edgar: Reports on the storm, tree damage and sandbag usage.
- Councilmember Scafani: Attended the public safety commission meeting and the Redwood Coast Energy Authority meeting.
- Mayor Jones: Attended the Humboldt Waste Management Authority and the HCAOG meeting
- Mayor Pro-Tem Shull: Reported that RREDC did not have a quorum; reported on the Harvest Hub.
- Councilmember Firor: Nothing to report

12. Future Agenda Items:

- Closed Session regarding 200 Taylor Way
- Housing Element

13. Motion to Adjourn-9:32pm

Motion by: Councilmember Scafani

Seconded by: Councilmember Firor

Motion Summary: Consensus

DRAFT



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CITY OF BLUE LAKE
CALIFORNIA

111 Greenwood Road
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Blue Lake City Council Minutes

Tuesday, December 10, 2024 6:30 p.m. ~ Special Council Meeting
Skinner Store Building ~ 111 Greenwood Rd., Blue Lake ~ Behind City Hall

1. Called to Order: 6:30 p.m.

Councilmembers Present: Mayor Jones, Mayor Pro-Tem Shull, Councilmember Edgar, Councilmember Scafani, Councilmember Firor

Staff Present: City Manager Mager, City Attorney Plotz, Office Assistant Quigley

Public Present: Kit Mann, Melissa Combs, Rosy Derricott, Jason Crews, Lori Ponte, Dave Ponte, Elissa Rosado, Kat Napier, Michelle Lewis-Lusso, Julie Christie, Erin McClure, Jean Lynch, John Sawatzky, Ted Jones

2. Pledge of Allegiance

3. Approval of the Agenda

No public comment

Motion: To approve the agenda as presented

Motion by: Mayor Pro-Tem Shull

Seconded by: Councilmember Firor

Public Comment: None

Motion Summary: Consensus

4. Public Comment on Items not on the Agenda:

No public Comment

5. City Clerk Assignment:

Appointment of Tonie Quigley to the position of Interim City Clerk.

Mayor Jones introduces the item and reads the staff report.

Staff recommends appointing Tonie Quigley as the interim clerk in order to facilitate the meeting and the seating of the newly elected Council.

No public comment

Motion: To appoint Tonie Quigley as the interim City Clerk

Motion by: Councilmember Edgar

Seconded by: Councilmember Scafani

Motion Summary: Consensus

6. Resolution Nubmer 2024-1235: A Resolution of the City Council of the City of Blue Lake Declaring the Results of a Municipal Election Held November 5, 2024 and Determining the Process for the Resolution of a Tie.

Mayor Jones introduces the item and reads the staff report.

City Attorney Plotz provides an overview of the item, along with the process recommended to break the tie. Attorney Plotz recommends that the City Clerk write each candidates name on an identical piece of paper and draw a name from a container to determine the winner of the Council seat.

Public Comment:

Juan Cervantes: Introduces himself and asks why the City isn't flipping a coin.

Attorney Plotz: Explains that flipping a coin comes with too many variables; drawing a name is straightforward.

Julie Christie: Thanks the Council and candidates for running and their service.

Motion: To adopt Resolution Number 2024-1235

Motion by: Councilmember Scafani

Seconded by: Councilmember Firor

Motion Summary: Consensus

7. Conduct City of Blue Lake City Council Election Tie-Breaker

Mayor Jones and Kat Napier prepare their envelopes with their names inside; they are placed in the box and City Clerk Quigley asks former Blue Lake City Clerk, Karen Nessler to draw the winning envelope. City Clerk Quigley opens the envelope and shows that Kat Napier's name was drawn.

Mayor Jones: Comments on her time on Council, including 12 years as the Mayor and highlights the projects that she is most proud of; thanks City staff and welcomes the new Council.

Mayor Pro-Tem Shull: Thanks Mayor Jones for her years of service and her love of Blue Lake.

Councilmember Edgar: Thanks the new Council; looks forward to moving forward.

8. New Council Members Pledge of Civility and Oath of Office

City Clerk Quigley issues the oath of office and the pledge of civility; the elected Councilmembers take their seat at the Council dais.

9. Designation of Mayor and Mayor Pro-Tem:

City Manager Mager provides an overview of the duties and responsibilities of the Mayor and Mayor Pro-Tem.

Kat Napier: States that she would prefer not to be Mayor at this time.

Councilmember Firor: States that he would also prefer not to serve in the Mayor's role.

Motion: To appoint John Sawatzky to the Mayor

Motion by: Councilmember Lewis-Lusso

Seconded by: Councilmember Scafani

Motion Summary: Consensus

Motion: To appoint Elise Scafani to the position of Mayor Pro-Tem

Motion by: Councilmember Lewis-Lusso

Seconded by: Councilmember Firor

Motion Summary: Consensus

10. City of Blue Lake Commission Appointments:

Mayor Sawatzky introduces the item; City Manager Mager presents the item. The City has an opening on Parks and Recreation and the Public Safety Commission. The City received an application from Gloria Kay Baker for the Parks and Recreation and staff recommends appointing Gloria Kay Baker to the Parks and Recreation commission.

Councilmember Napier: Questions if the applicant lives in Blue Lake.

City Manager Mager: Explains that she does live in Blue Lake and that the commissions have different rules for membership.

Motion: To move this appointment to the January 28th meeting

Seconded by: Mayor Pro-Tem Scafani

Public Comment:

Julie Christie: Comments that commissioners have been appointed in the past without being in attendance.

Mayor Pro-Tem Scafani: Comments on applicants attending meetings.

Councilmember Firor: Fully supports the appointment of Gloria and would like to make the appointment, but is okay moving it to January.

Motion Summary: Consensus

11. City of Blue Lake Housing Element Presentation and Public Hearing

Mayor Sawatzky introduces the item and opens the public hearing.

Mayor Pro-Tem Scafani: Asks if the Council would like to have a town hall meeting regarding the housing element prior to the next meeting.

Councilmember Napier: Recommends putting the presentation on the City's website for public access.

Planner Rees: Presents an overview of the draft housing element and the CEQA document.

Mayor Pro-Tem Scafani: Questions the letter from the waterboard regarding development in the industrial area.

Planner Rees: Clarifies that the waterboard was referring to former sites that had underground storage tanks; these sites are not identified in the housing element for development.

Public Comment:

Dave Ponte: Questions the necessity of the City of Blue Lake to comply with the State mandate.

Julie Christie: Questions if SHN is paid during the meetings; main concern is consistency with the City's General Plan.

Planner Rees: States that the City accepted funding from the State to update the housing element and to complete the CEQA analysis; this went through a lengthy process.

Verda Pitts: Would like to have a town hall meeting on the housing element.

Mayor Sawatzky: Asks the City Manager what the steps are to have a town hall.

City Manager Mager: It's within the purview of the Council to schedule a town hall and direct staff to participate.

Councilmember Lewis-Lusso: Questions why the process is taking so long and what would a town hall meeting add to the process.

Planner Rees: Explains the process and some level of concern within the community about growth.

Attorney Plotz: Recommends scheduling a town hall meeting; staff proposes to bring the element back in January for potential adoption. Councilmembers can attend a town hall without it being agendaized if they don't conduct themselves as a Council.

Mayor Pro-Tem Scafani: Envisions a Q & A session in a roundtable format.

Mayor Sawatzky: Wants the meeting to be productive.

Councilmember Lewis-Lusso: Would like to see people submit their questions in advance to allow staff to be prepared to provide answers.

Mayor Pro-Tem Scafani:

City Manager Mager: Explains that staff is working to get to a point where the Council can consider adoption; doesn't see that a town hall will bring new information to the issue; the questions being received are not changing and the answers are not changing. Not being in compliance with the State puts the City in a very precarious position and small jurisdictions and projects are being sued by the State.

Councilmember Napier: Would like the town hall to provide another opportunity for the new Council to hear from the public.

Council directs staff to work on scheduling the town hall for January 11th.

Julie Christie: Comments on locations for the town hall meeting.

Mayor Sawatzky: Closes the public hearing; the item is continued to the January 28, 2025 meeting.

12. Humboldt County Association of Governments Unmet Transit Needs Public Hearing

Michelle Nielsen, HCAOG representative provides an overview of the Unmet Transit Needs process, including an overview of program development.

Mayor Sawatzky opens the public hearing

Public Comment:

Mayor Pro-Tem Scafani: Questions if the survey that was developed by Sandy Bennett is being used by HCAOG.

City Manager Mager: Explains that the survey is being used by HTA to look at the development of alternative transit systems, including micro transit and dial-a-ride services.

Sandy Bennett: Provides a copy of the survey she developed to the Council. States that transit is needed in the community; previously utilized the transit service to run errands.

Julie Christie: Concerned about transit for McKinleyville High School students in the PM hours.

Dana Silvernale: Transit is important for people to access food.

Mayor Sawatzky closes the public hearing.

13. Consider Approval of a Revised Exclusive Right to Negotiate Agreement between the City of Blue Lake and PT Blue Lake Redevelopment LLC (“PowerTransitions”), for the Purchase or Lease of Approximately Six (6) Acres of City Owned Land Located on Assessor Parcel Number 025-161-003 and 312-161-016 for the Development of a Battery Energy Storage System

Mayor Sawatzky introduces the item and reads the staff report.

Attorney Plotz provides an overview of the action, including a description of the Exclusive Right to Negotiate Agreement and what it requires of the City and the developer.

Mayor Pro-Tem Scafani: Questions the RFP process that RCEA is releasing.

Jeff Goldstein: Explains PowerTransitions intent to respond to the RFP; this process is a three-month process.

Councilmember Napier: Asks the attorney to simplify the process and the timelines.

Attorney Plotz: Explains the RFP process, the timeline and the timeline associated with the agreement.

Kit Mann: RCEA has a big appetite for battery storage.

Mayor Pro-Tem Scafani: Contacted RCEA about the RFP timeline.

Jeff Goldstein: Explains that the process will take three months; they will have 30 days to prepare and submit a proposal and RCEA will have 60 days to evaluate the proposals and work on contract awards.

Mayor Pro-Tem Scafani: Questions if PowerTransitions would go forward with the project if they don't have an agreement with RCEA.

Jeff Goldstein: If they have to contract with PG&E the process would be longer and wouldn't be as feasible

Public Comment:

Lori Ponte: Comments on having a town hall meeting and involving the community.

Dana Silvernale: States that she doesn't know about the project but is concerned with environmental impacts.

Terry Bayless: Questions the safety of the proposed project.

Rebecca Collins: States concerns regarding public health and safety issues.

Julie Christie: The ERN allows for a lot of the questions to be answered; comments on the language regarding Land Gas Technologies dispute.

Kit Mann: The ERN allows the City and PowerTransitions to vet the project and get into the deeper details; there's a lot of misinformation about the proposed project in the community.

Public Comment Closed

Mayor Pro-Tem Scafani: Questions the "exclusivity" language and how it affects the City's ability to talk to others about the project or to research the project.

Attorney Plotz: The ERN does not preclude the City from looking into options or researching, but we can't negotiate with anyone else in the timeframe established by the agreement. If PowerTransitions doesn't receive an off-take agreement, the agreement will terminate in six months. This agreement facilitates the exchange of information, including meetings and town halls.

Councilmember Napier: If the Council doesn't approve this today, hopes that PowerTransitions would give them time to review the terms and meet with the Attorney.

Attorney Plotz: States that this can happen but recommends scheduling it quickly; otherwise PowerTransitions will have a limited amount of time to submit a response to RCEA. Clarifies what can be discussed in a closed session; limited to price and terms.

Mayor Pro-Tem Scafani: Not comfortable making a decision; can't articulate what it will take to get there.

Attorney Plotz: Delaying a decision puts the City and PowerTransitions at a competitive disadvantage with the RCEA solicitation.

Councilmember Napier: States that she will not sign a contract without understanding the terms and conditions.

City Manager Mager: Clarifies that a closed session cannot be used in that manner; a closed session has a very narrow framework.

Motion: To have a meeting on December 17, 2024.

Motion by: Mayor Pro-Tem Scafani

Motion dies for the lack of a second.

Councilmember Firor: States that he's not comfortable with punting the issue; thinks the agreement is a good first step and allows us to get the information that we want to move forward with clean up of the property.

Mayor Pro-Tem Scafani: States that this is a big decision for folks that are sitting at this table for the first time tonight.

Councilmember Firor: States that this isn't the first time that people have seen this issue and people have been reading their packets.

Motion: To enter into an Exclusive Right to Negotiate Agreement between the City of Blue Lake and PT Blue Lake Redevelopment LLC (“PowerTransitions”), for the Purchase or Lease of Approximately Six (6) Acres of City Owned Land Located on Assessor Parcel Number 025-161-003 and 312-161-016 for the Development of a Battery Energy Storage System

Motion by: Councilmember Lewis-Lusso

Seconded by: Councilmember Firor

Motion Summary: Ayes: Lewis-Lusso, Firor, Sawatzky; Nays: Napier, Scafani

Motion Passes

14. Designation of Council Representatives for Commissions, Joint Powers Authorities and other Organizations Requiring a City Council Representative

Mayor Sawatzky introduces the item and reads the staff report

City Manager Mager reviews the Council assignment process.

Councilmembers review the list of assignments and identify which assignments they would like to be assigned to as a primary or alternate.

**Council continues the item to the January meeting.*

15. Consent Agenda

Mayor Pro-Tem Scafani: Pulls the Warrants and Disbursements and the meeting minutes.

Mayor Pro-Tem Scafani: Questions bike park expenditures and requests an update of funds available and funds raised. Doesn't believe that the Council ever approved the bike park.

City Manager: States the City designated the land for the bike park. Staff will bring back a revenue and expenditure report for the Council.

Motion: To approve the Warrants and Disbursements

Motion by: Councilmember Napier

Motion Seconded by: Councilmember Firor

Motion Summary: Consensus

October 22, 2024 City Council Meeting Minutes

Mayor Pro-Tem Scafani: Wants it removed from the meeting minutes that she left the room.

Councilmember Lewis-Lusso: Comments that it doesn't state when she re-entered the room.

Council discusses how meeting minutes are captured and what's important to include. Attorney Plotz clarifies what is important to capture; keeping it sanitary is his recommendation.

Motion: To approve the meeting minutes with the changes discussed.

Motion by: Councilmember Napier

Seconded by: Councilmember Lewis-Lusso

Motion Summary: Consensus

16. Council Correspondence-None

17. Reports of Council and Staff:

City Manager Mager: Would like to provide Council with a more detailed manager report in January; wants to extend an invitation to Council to meet and discuss any projects or concerns individually. City staff is available to meet with Council as well to answer questions.

Council discusses a meeting schedule for January; staff recommends using the January 14th date as a Council training session and a working session.

Mayor Pro-Tem Scafani: Reports on the Parks and Recreation Commission meeting and upcoming holiday events.

Mayor Sawatzky: Nothing to report
Councilmember Firor: Nothing to report
Councilmember Lewis-Lusso: Nothing to report
Councilmember Napier: Nothing to report

18. Future Agenda Items:

- Power Plant Issues
- Ad Hoc for Law Enforcement
- Budget Review
- Ad Hoc for Power Transitions negotiations
- Housing Element

19. Closed Session (10:10pm)

Motion: To enter into closed session

Motion by: Mayor Pro-Tem Scafani

Seconded by: Councilmember Firor

Public Comment:

Julie Christie: Comments on Council training and the responsibilities of the City Manager

Motion Summary: Consensus

Motion: To come out of closed session at 11:15pm-*No Reportable Action*

Motion by: Mayor Sawatzky

Seconded by: Councilmember Firor

Motion Summary: Consensus

11. Motion to Adjourn 11:15pm

Motion by: Councilmember Firor

Seconded by: Councilmember Napier

Motion Summary: Consensus



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CITY OF BLUE LAKE CALIFORNIA

111 Greenwood Road
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Blue Lake, CA 95525

Blue Lake City Council Minutes

Tuesday, January 14, 2025 6:30 p.m. ~ Special Council Meeting
Skinner Store Building ~ 111 Greenwood Rd., Blue Lake ~ Behind City Hall

1. Called to Order: 6:30 p.m.

Quorum Established: Mayor Sawatzky, Mayor Pro-Tem Scafani, Councilmember Firor, Councilmember Lewis-Lusso, Councilmember Napier

Staff Present: City Manager Mager, City Attorney Plotz

Public Present: Karina Green, Erin McClure, Julie Christie, Beckie Thornton, Angela Dare, Lisa Hoover

2. Pledge of Allegiance

3. Approval of the Agenda

No public comment

Motion: To approve the agenda as presented

Motion by: Councilmember Firor

Seconded by: Councilmember Lewis-Lusso

Public Comment: None

Motion Summary: Consensus

4. Public Comment on Items not on the Agenda:

Erin McClure: Comments on illegal fireworks and thanks the Council for the town hall on the housing element.

Karina Green: Comments on her issues with creek flooding and communication with the City.

Julie Christie: Comments on having two meetings per month; keep communication open with outside entities.

5. City Council Training: City Attorney, Ryan Plotz introduces his presentation; the training will cover Council roles and responsibilities, the role of the City Manager, the Brown Act and the California Public Records Act.

Attorney Plotz: Council sets policy through local law (ordinances), planning policies, financial policies, the annual budget, capital improvement plans, the General Plan, etc... The Council Manual needs to be updated to resolve conflict between the Municipal Code and the manual.

Councilmember Napier: Questions how the process works in relation to the General Plan.

Attorney Plotz: The Council will direct staff to work on the plan; it's a lengthy and expensive process and it's the primary policy for the City.

Mayor Sawatzky: Questions how the housing element update was paid for and who did the work?

City Manager Mager: The City received grant funding to update the housing element; the work was contracted out to the City's Planning and Engineering firm.

Attorney Plotz: Explains that it is easier to update the elements than it is to update the General Plan.

Attorney Plotz: Explains that the City Manager is the day-to-day administrator for the City; this is codified in the Municipal Code Section 2.12.070.

Mayor Pro-Tem Scafani: Questions the position of the Treasurer; who would this be?

Attorney Plotz: Explains the limited role of the Treasurer; responsibilities include review and approval of the warrants and disbursements; the treasurer does not manage the day-to-day financial activities of the City.

Councilmember Napier: Questions the City Clerk duties; in the past the City Manager position was combined with the City Clerk and admin staff also fulfilled these duties; it is a difficult position to recruit for.

Attorney Plotz: Explains the role of the City Clerk; staff will be bringing this discussion to the Council at a later date.

Attorney Plotz: Presents on the Brown Act.

Attorney Plotz: Explains that Council only acts through collective action; Council by its very nature cannot conduct daily activities; the Brown Act precludes the Council from acting outside of a duly noticed meeting. Council directives should be brought to the full Council for discussion and directive.

Councilmember Napier: Questions if an ad-hoc committee can provide direction.

Attorney Plotz: Clarifies that an ad-hoc committee cannot be delegated duties that would be the responsibility of the full Council. An ad-hoc committee cannot be used to assign duties not granted to the Council through the Municipal Code.

Mayor Pro-Tem Scafani: Questions how to share information with the other Councilmembers.

Attorney Plotz: Clarifies that Councilmembers cannot share information with more than one other Councilmember; it is best to bring the information to the full Council at a regular meeting.

Mayor Pro-Tem Scafani: Questions how to change the Municipal Code.

Attorney Plotz: The Council develops an ordinance through collective action by the Council; the City Attorney would draft the ordinance and bring it to Council for a first and second reading. Amendments to the zoning code have to go through the Planning Commission and are recommended to the Council by resolution and a public hearing process.

Mayor Pro-Tem Scafani: Asks what a resolution is used for.

Attorney Plotz: Clarifies that a resolution memorializes a decision or position; they do not set law.

Attorney Plotz: Presents on the California Public Records Act; informs Council about the use of personal emails, text messages and emails.

Public Comment:

Julie Christie: Comments on the presentation; feels that the information was skewed to control the Council.

Public Comment Closed.

6. City Manager Report: The City Manager presents her monthly report for January 2025; asks the Council if they have any specific questions and/or would like to see the information presented in a different way. Council recommends that "new" projects be highlighted in bold, add any actions required by Council and provide additional details on timelines.

Public Comment:

Julie Christie: Questions if actions will be taken on the Manager's report.

7. City Council Board and Commission Assignments:

City Manager Mager presents the item; explains that the Council started the assignment process at their meeting in December and recommended bringing the item to the January meeting to finalize. The Council reviews the assignments and recommends a final assignment list.

Motion: To approve the Council assignment list

Motion by: Councilmember Napier

Seconded by: Councilmember Firor

Motion Summary: Consensus

8. Agenda Setting Committee

City Manager Mager presents the item; explains why there is an agenda setting ad-hoc committee and reviews the language in the Municipal Code. The agenda setting committee was established to assist the City Manager in finalizing the Council agenda and to provide feedback on items and the order and date of scheduling. The Municipal Code identifies the Mayor and the City Manager as the parties responsible for setting the agenda.

Mayor Pro-Tem Scafani: States her concern that the Council is only meeting once a month; and concerned about process for adding items to the agenda.

Councilmember Firor: States that he is comfortable with the City Manager and the Mayor setting the agenda.

Councilmember Napier: States that she supports the continuance of the ad-hoc committee to set the agenda.

Councilmember Lewis-Lusso: States that she supports staying with the process if there is one established; would like to see the order of business changed. If it needs to be addressed in the future it can be brought back.

Mayor Pro-Tem Scafani: Recommends keeping the ad-hoc committee; if it's not needed in the future it can be addressed.

Motion: To establish an agenda setting ad-hoc committee comprised of the Mayor and Mayor Pro-Tem

Motion by: Councilmember Napier

Seconded by: Councilmember Scafani

Council Discussion:

Mayor Sawatzky: Questions if there are any legal benefits to having an ad-hoc.

Councilmember Firor: Questions how the process works with three people participating?

Mayor Pro-Tem Scafani: States that there wasn't a formal process.

City Manager Mager: States that it can be cumbersome to manage everyone's schedule and it was a problem in the past to accommodate everyone's availability.

Public Comment:

Julie Christie: Supports The Council being involved in setting the agenda.

Public Comment Closed.

Mayor Sawatzky: Questions if rotating the Councilmembers each month on the ad-hoc would be appropriate.

Attorney Plotz: States that Council could rotate members; the Mayor could appoint a Councilmember to serve each month. The Mayor is usually the person that appoints the ad-hoc.

Councilmember Napier: *Amends her motion to appoint the Mayor and his designee to serve on the agenda setting ad-hoc committee.*

Motion: to appoint the Mayor and his designee to serve on the agenda setting ad-hoc committee.

Motion by: Councilmember Napier

Seconded by: Mayor Pro-Tem Scafani

Motion Summary: Ayes: Napier, Sawatzky, Scafani; Abstain: Firor, Lewis-Lusso (**Motion Passed**)

9. Council Correspondence-None

10. Consent Agenda: Council pulls the meeting minutes; not all of the Council packets had correct copies of the minutes.

Motion: To carry the meeting minutes to the January 28, 2025 Regular City Council meeting.

Motion by: Mayor Pro-Tem Scafani

Seconded by: Councilmember Firor

Motion Summary: Consensus

11. Reports of Council and Staff:

Mayor Sawatzky: Reports on the Arts and Heritage Commission meeting and the Blue Lake Chamber of Commerce meeting.

Mayor Pro-Tem Scafani: Reports on the Redwood Coast Energy Authority meeting; RCEA approved the battery storage request for proposals solicitation.

Councilmember Firor: Nothing to report

Councilmember Lewis-Lusso: Nothing to report

Councilmember Napier: Reports on the HCAOG meeting and the transit needs presentation.

12. Future Agenda Items:

- Circulation Element Update
- City Manager Evaluation
- Illegal Fireworks
- Meeting Minutes
- Signage for City Hall
- City Financial Report
- Powers Creek Flooding Issues
- Salary Scale Adjustment
- Ad-Hoc Committee Formation
- Council Roles and Responsibilities Manual
- Housing Element Adoption
- City Clerk Duties

13. Motion to Adjourn-10:20PM

Motion: To adjourn

Motion by: Councilmember Firor

Seconded by: Councilmember Napier

Motion Summary: Consensus

City of Blue Lake

Warrants and Disbursements
December 2025



City of Blue Lake
 Check/Voucher Register - City Council Check Report
 From 12/1/2024 Through 12/31/2024

Check Number	Check Date	Payee	Check Description	Check Amount
2394	12/4/2024	Shiela Lombardo	Deposit Refund #10135001 Lombardo	134.83
2395	12/4/2024	Giacomo Matteucci	Deposit Refund #20215001 Matteucci	123.60
2396	12/4/2024	Sarah Storz	Deposit Refund #30423001 Storz	132.85
2397	12/4/2024	City of Blue Lake	Utilities paid from Deposits 12/1/24 Billing	434.72
12532	12/10/2024	Aflac	11/25/24 Inv# 150834	456.66
12533	12/10/2024	AT&T	2-11/20/24 Statements	63.14
12534	12/10/2024	Harold D. Burris	12/2/24 Inv# 42	150.00
12535	12/10/2024	CA Dept. of Tax and Fee Admin.	Water Rights 7/1/24-6/30/25	704.33
12536	12/10/2024	Coastal Business Systems Inc.	11/26/24 Inv# 37980726	443.11
12537	12/10/2024	Christopher B. Edgar	Nov 2024 Council Stipend	50.00
12538	12/10/2024	Christopher Guy Firor	Nov 2024 Council Stipend	50.00
12539	12/10/2024	Humb. Bay Municipal Water Dist	Nov 1-27,2024 Billing Period	17,365.03
12540	12/10/2024	Humboldt Co. Sheriff's Office	Dec 2024 Animal Shelter	748.00
12541	12/10/2024	Intedata Systems	11/30/24 Statement	95.00
12542	12/10/2024	Adelene Jones	Nov 2024 Council Stipend	50.00
12543	12/10/2024	JJACPA, Inc.	11/27/24 Inv #0573	1,850.00
12544	12/10/2024	Keenan Supply	11/25/24 Statement	1,330.12
12545	12/10/2024	National Rural Water Assoc.	SCADA Loan Pmt Due 1/1/25	965.00
12546	12/10/2024	Optimum	12/1/24-21/31/24 Billing Period	467.87
12547	12/10/2024	Arcata Stationers	12/1/24 Statement	151.97
12548	12/10/2024	Paradise Cay Publications	11/1/2024 Inv # 617863	228.38
12549	12/10/2024	RREDC	Town Square Loan Pmt Due 1/1/25	1,236.86
12550	12/10/2024	Redwood Petroleum	12/5/24 Inv #149	884.80
12551	12/10/2024	Restif Cleaning Service	11/26/24 Inv #142045	290.00
12552	12/10/2024	Reyes Coca-Cola Bottling, LLC	12/4/24 Inv #44565181030	431.20
12553	12/10/2024	Elise G. Scafani	Nov 2024 Council Stipend	50.00
12554	12/10/2024	Angela Shull	Nov 2024 Council Stipend	50.00
12555	12/10/2024	SHN Consulting	11/13/24 Inv#123377 Planning	7,091.25
12556	12/10/2024	Schmidbauer Lumber, Inc.	11/30/24 Statement	203.73
12557	12/10/2024	Verizon Wireless	10/22-11/21/2024 Bill Summary	332.72
12558	12/10/2024	Emily P. Wood	12/4/24 Fee Reimb - Wood	50.00
12559	12/13/2024	Daniel L. Dimick	Employee: dimickd; Pay Date: 12/13/2024	415.18
12560	12/13/2024	Michael D. Downard	Employee: downardm; Pay Date: 12/13/2024	913.10
12561	12/13/2024	Liesl A. Finkler	Employee: finklerl; Pay Date: 12/13/2024	123.47
12562	12/13/2024	Vicki L. Hutton	Employee: huttonv; Pay Date: 12/13/2024	1,645.09
241213A01	12/13/2024	Christopher A. Ball	Employee: ballc; Pay Date: 12/13/2024	1,009.22
241213A02	12/13/2024	Glenn R. Bernald	Employee: bernaldg; Pay Date: 12/13/2024	2,466.43
241213A03	12/13/2024	Rosine S. Boyce-Derricott	Employee: boycer; Pay Date: 12/13/2024	524.64
241213A04	12/13/2024	Skylar A. Coke	Employee: cokes; Pay Date: 12/13/2024	931.11
241213A05	12/13/2024	Melissa M. Combs	Employee: combsm; Pay Date: 12/13/2024	572.32
241213A06	12/13/2024	Christopher B. Edgar	Employee: edgarc; Pay Date: 12/13/2024	1,971.00
241213A07	12/13/2024	Adeline L. Esh	Employee: esha; Pay Date: 12/13/2024	30.77
241213A08	12/13/2024	Anali E. Gonzalez	Employee: gonzaleza; Pay Date: 12/13/2024	1,293.39
241213A09	12/13/2024	Hazel E. Hale	Employee: haleh; Pay Date: 12/13/2024	138.47
241213A10	12/13/2024	Kanoa K. Jones	Employee: jonesk; Pay Date: 12/13/2024	57.14
241213A11	12/13/2024	Austin R. Jones	Employee: jonesa; Pay Date: 12/13/2024	1,209.12
241213A12	12/13/2024	Amanda L. Mager	Employee: magera; Pay Date: 12/13/2024	3,623.80
241213A13	12/13/2024	Aislin N. McKinney	Employee: mckinneya; Pay Date: 12/13/2024	51.51
241213A14	12/13/2024	Jacob P. Meng	Employee: mengj; Pay Date: 12/13/2024	1,109.42
241213A15	12/13/2024	Antoinette M. Quigley	Employee: quigleya; Pay Date: 12/13/2024	1,236.29
241213A16	12/13/2024	Quinn Sousa	Employee: sousaq; Pay Date: 12/13/2024	275.73
241213A17	12/13/2024	Emily P. Wood	Employee: woode; Pay Date: 12/13/2024	2,717.79
241213EFT-01	12/13/2024	U. S. Department of Treasury	EFTPS federal tax pmt 12/13/24 PR	8,837.90
241213EFT-02	12/13/2024	Employment Development Dept.	DE88 state tax pmt 12/13/24 PR	1,742.17
241213EFT-03	12/13/2024	Cal PERS	PERS retirement pmt 12/13/24 PR	4,531.42
241213EFT-04	12/13/2024	Freedom Voice	Freedom Voice 12/1/24 statement	125.35

City of Blue Lake
 Check/Voucher Register - City Council Check Report
 From 12/1/2024 Through 12/31/2024

Check Number	Check Date	Payee	Check Description	Check Amount
241213EFT-06	12/13/2024	CA State Disbursement Unit	12/13/24 CS PR deduction-Coke	92.30
241213EFT-07	12/13/2024	CA State Disbursement Unit	12/13/24 CS PR deduction-Edgar	104.30
12563	12/16/2024	AT&T	4-12/4/24 Cal Net 3 bills	357.73
12564	12/16/2024	City of Blue Lake	water/sewer payments 12/1/2024	2,949.46
12565	12/16/2024	Christopher A. Ball	12/10/24 Supply Reimb - Ball	23.27
12566	12/16/2024	Dazey's Arcata	11/30/24 Statement	634.50
12568	12/16/2024	Eel River Transport. & Salvage	11/30/24 Statement	285.15
12569	12/16/2024	FRMS	Billing Period 97- 01/01/25 to 10/31/25	11,146.33
12570	12/16/2024	Hensell Materials, Inc.	12/1/2024 Statement	49.17
12571	12/16/2024	Humboldt Fasteners and Tools	12/1/2024 Statement	35.79
12572	12/16/2024	Hensel's Ace Hardware	11/30/24 Statment	244.56
12573	12/16/2024	Mercer-Fraser Company	12/5/24 Inv #2143-02	30,000.00
12574	12/16/2024	The Mitchell Law Firm, LLP	11/30/24 Inv#6004	55.50
12575	12/16/2024	Microbac Laboratories, Inc.	12/11/24 Statement	890.00
12576	12/16/2024	Miller Farms Nursery, Inc.	11/30/24 Statement	436.30
12577	12/16/2024	The Mill Yard	11/30/24 Statment	19.19
12578	12/16/2024	Pacific Gas and Electric	12/3/24 & 12/4/24 Statements	11,073.31
12579	12/16/2024	Peterson CAT	11/30/24 Statement	853.22
12580	12/16/2024	Sequoia Construction Spec.	10/21/24 Appr#4 Town Square (8/1/24-10/21/24)	64,541.20
12581	12/16/2024	SHN Consulting	9/30/24 Inv#122909 Water Tanks	16,609.35
12582	12/16/2024	SHN Consulting	10/18/24 Inv#123112 Watertanks	18,202.63
12583	12/16/2024	SHN Consulting	11/12/24 Inv#123329 Truck Route	23,644.41
12584	12/16/2024	SHN Consulting	11/30/24 Inv#123632 Water Tanks	4,060.00
12585	12/16/2024	SWRCB-DWOCF	T1-Treatment Certification -Edgar	70.00
12586	12/16/2024	United Indian Health Services	11/20/24 Dental Payment - Mager	254.40
12591	12/26/2024	Blue Lake Garbage Co.	11/1/24 #EWDRPOFF & 11/30/24 #4BX02898	561.44
12592	12/26/2024	Blue Lake Garbage Co.	9/12/24 Inv#49GWEVNT Greenwaste	3,008.00
12593	12/26/2024	B & B Portable Toilet Co.	2-12/7/24 Invoices#192334 & 192333	199.80
12594	12/26/2024	Cruz N Kitchen	12/7/24 Inv#2024001	847.29
12595	12/26/2024	Humboldt Co. Sheriff's Office	Law Enforcement Serv. Oct-Dec 2024	47,671.25
12596	12/26/2024	McKinleyville Ace Hardware	11/30/2024 Statement	1,649.23
12597	12/26/2024	R. A. O. Construction Co., Inc	10/30/24 Pmt Rqst #4 Truck Route	122,049.83
12598	12/26/2024	Restif Cleaning Service	12/6/2024 Inv#142329	290.00
12599	12/26/2024	SHN Consulting	12/13/24 Inv#123836 Truck Route	24,403.65
12600	12/26/2024	SHN Consulting	12/13/24 Inv#123837 Town Square	661.90
12601	12/26/2024	Tensor IT	12/15/2024 Statement	1,118.39
12602	12/26/2024	US Bank Corp. Payment Systems	11/22/24 Statement	2,105.95
12587	12/27/2024	Daniel L. Dimick	Employee: dimickd; Pay Date: 12/27/2024	606.81
12588	12/27/2024	Michael D. Downard	Employee: downardm; Pay Date: 12/27/2024	922.69
12589	12/27/2024	Liesl A. Finkler	Employee: finklerl; Pay Date: 12/27/2024	172.84
12590	12/27/2024	Vicki L. Hutton	Employee: huttonv; Pay Date: 12/27/2024	1,886.96
241227A01	12/27/2024	Christopher A. Ball	Employee: ballc; Pay Date: 12/27/2024	637.97
241227A02	12/27/2024	Glenn R. Bernald	Employee: bernaldg; Pay Date: 12/27/2024	1,876.47
241227A03	12/27/2024	Rosine S. Boyce-Derricott	Employee: boycer; Pay Date: 12/27/2024	640.95
241227A04	12/27/2024	Skyler A. Coke	Employee: cokes; Pay Date: 12/27/2024	1,035.28
241227A05	12/27/2024	Melissa M. Combs	Employee: combsm; Pay Date: 12/27/2024	622.14
241227A06	12/27/2024	Christopher B. Edgar	Employee: edgarc; Pay Date: 12/27/2024	1,986.00
241227A07	12/27/2024	Adeline L. Esh	Employee: esha; Pay Date: 12/27/2024	153.86
241227A08	12/27/2024	Hazel E. Hale	Employee: haleh; Pay Date: 12/27/2024	284.62
241227A09	12/27/2024	Kanoa K. Jones	Employee: jonesk; Pay Date: 12/27/2024	138.76
241227A10	12/27/2024	Austin R. Jones	Employee: jonesa; Pay Date: 12/27/2024	1,209.12
241227A11	12/27/2024	Amanda L. Mager	Employee: magera; Pay Date: 12/27/2024	1,948.69
241227A12	12/27/2024	Aislin N. McKinney	Employee: mckinneya; Pay Date: 12/27/2024	518.36
241227A13	12/27/2024	Jacob P. Meng	Employee: mengj; Pay Date: 12/27/2024	1,109.41
241227A14	12/27/2024	Antoinette M. Quigley	Employee: quigleya; Pay Date: 12/27/2024	1,382.75
241227A15	12/27/2024	Quinn Sousa	Employee: sousaq; Pay Date: 12/27/2024	234.58

City of Blue Lake
 Check/Voucher Register - City Council Check Report
 From 12/1/2024 Through 12/31/2024

Check Number	Check Date	Payee	Check Description	Check Amount
241227A16	12/27/2024	Emily P. Wood	Employee: woode: Pay Date: 12/27/2024	1,465.81
241227EFT-01	12/27/2024	U. S. Department of Treasury	EFTPS federal tax pmt 12/27/24 PR	6,458.45
241227EFT-02	12/27/2024	Employment Development Dept.	DE88 state tax pmt 12/27/24 PR	1,080.79
241227EFT-03	12/27/2024	Cal PERS	PERS retirement pmt 12/27/24 PR	3,873.29
241227EFT-04	12/27/2024	CA State Disbursement Unit	12/27/24 CS PR deduction-Coke	92.30
241227EFT-05	12/27/2024	CA State Disbursement Unit	12/27/24 CS PR deduction-Edgar	104.30
12603	12/30/2024	State Water Res. Control Board	FY 24/25 SWRCB annual fees	32,150.00
12604	12/30/2024	State Water Res. Control Board	FY 24/25 P. C. Foot Bridge annual fee	3,540.00
12605	12/30/2024	State Water Res. Control Board	FY 24/25 A&M Trail Project annual fee	3,540.00
12606	12/30/2024	Eureka Oxygen Co.	12/18/24 Inv# 499144	719.33
12607	12/30/2024	Hinderliter, de Llamas & Assoc	12/21/24 Inv# SIN045957	58.95
12608	12/30/2024	Aflac	12/25/24 Inv #486997	304.44
12609	12/30/2024	Advanced Security Systems	1/1/25 Inv #718668	375.00
12610	12/30/2024	Austin Jones	12/2/24-12/7/24 mileage reimb. - A. Jones	47.57
12611	12/30/2024	Patrick Hutchens	12/17/24 Inv #6754 2023 horse story	600.00
12612	12/30/2024	Frankkii-jo Miller	12/17/24 Inv #123 - 2023 horse story	679.00
Report Total				537,823.29



City of Blue Lake

City Council Meeting Agenda Report

Item #: 14h.
Date: January 28, 2025
Item Subject: Fiscal Year 2024-2025 Salary Scale Amendment No. 2
Submitted By: Mandy Mager, City Manager

General Information: In order to stay current with State prevailing wage increases and to ensure that our wage package is competitive with comparable jurisdictions, I am proposing the adoption of Amendment Number 2 to the City's Fiscal Year 2024-2025 Salary Schedule.

The changes proposed to the salary schedule take into account local wage comparisons, changes to job descriptions to more accurately reflect current work duties, as well as creating a more appropriate process for staff growth and progression.

Background Material Provided: Fiscal Year 2024-2025 Salary Schedule (Amendment No. 1); Draft Fiscal Year 2024-2025 Salary Schedule (Amendment No. 2)

Fiscal Impact: Minimal impacts to current staff wages.

Recommended Action: Adopt Fiscal Year 2024-2025 Salary Schedule Amendment No. 2.

Review Information:

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

Comments:

City of Blue Lake

Salary Plan - Fiscal Year 2024-2025 (Proposed Change-January 28th meeting)

Position	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6	Level 7	Level 8	Level 9	Level 10	Level 11	Level 12	Level 13	Position Pay Range
Public Works Superintendent (H) Longevity Pay	25.14 25.62	25.89 26.39	26.67 27.18	27.47 28.00	28.30 28.84	29.14 29.70	30.02 30.60	30.92 31.51	31.85 32.46	32.80 33.43	33.79 34.44	34.80 35.47	35.84 36.53	\$52,291.20-\$74,547.20
Public Works Supervising Operator (H) Longevity Pay	23.84 24.30	24.56 25.03	25.29 25.78	26.05 26.55	26.83 27.35	27.64 28.17	28.47 29.01	29.32 29.88	30.20 30.78	31.11 31.70	32.04 32.66	33.00 33.63	33.99 34.64	\$49,587.20-\$70,699.20
Public Works Operator (H) Maintenance Worker II, III (H) Longevity Pay	19.56 19.94	20.15 20.53	20.75 21.15	21.37 21.78	22.01 22.44	22.68 23.11	23.36 23.80	24.06 24.52	24.78 25.25	25.52 26.01	26.29 26.79	27.08 27.60	27.89 28.42	\$40,684.80-\$58,011.20
Public Works Maint. Worker I Longevity Pay	17.06 17.39	17.57 17.91	18.10 18.45	18.64 19.00	19.20 19.57	19.78 20.16	20.37 20.76	20.98 21.39	21.61 22.03	22.26 22.69	22.93 23.37	23.62 24.07	24.32 24.79	\$35,484.80-\$50,585.50
Park & Rec Director / Recycling (H) Longevity Pay	24.02 24.48	24.74 25.22	25.48 25.97	26.25 26.75	27.03 27.55	27.85 28.38	28.68 29.23	29.54 30.11	30.43 31.01	31.34 31.94	32.28 32.90	33.25 33.89	34.25 34.91	\$49,961.60-\$71,240.00
Rec Coordinator (H) Longevity Pay	17.06 17.39	17.57 17.91	18.10 18.45	18.64 19.00	19.20 19.57	19.78 20.16	20.37 20.76	20.98 21.39	21.61 22.03	22.26 22.69	22.93 23.37	23.62 24.07	24.32 24.79	\$35,484.80-\$50,585.50
Office Assistant, Recreation Specialist I & II, Part Time and Temporary (H) Longevity Pay	16.50 16.82	17.00 17.32	17.50 17.84	18.03 18.38	18.57 18.93	19.13 19.50	19.70 20.08	20.29 20.68	20.90 21.30	21.53 21.94	22.17 22.60	22.84 23.28	23.53 23.98	\$34,320.00-\$48,942.40
Administrative Accounting Specialist I/II Assistant Recreation Director Longevity Pay	19.77 20.15	20.36 20.75	20.97 21.38	21.60 22.02	22.25 22.68	22.92 23.36	23.61 24.06	24.31 24.78	25.04 25.53	25.80 26.29	26.57 27.08	27.37 27.89	28.19 28.73	\$41,121.60-\$58,635.20
Finance Manager Longevity Pay	28.27 28.81	29.12 29.68	29.99 30.57	30.89 31.49	31.82 32.43	32.77 33.40	33.76 34.41	34.77 35.44	35.81 36.50	36.89 37.60	37.99 38.72	39.13 39.88	40.31 41.08	\$58,801.60-\$83,844.80
Economic Development Planner (H) Longevity Pay	24.39 24.86	25.12 25.60	25.88 26.37	26.65 27.16	27.45 27.98	28.27 28.82	29.12 29.68	30.00 30.57	30.90 31.49	31.82 32.44	32.78 33.41	33.76 34.41	34.77 35.44	\$50,731.20-\$72,321.60



Contract Positions:

City Manager (Contract) = \$80,000. per year
 Building Official (Contract) = \$70.00 per hour

Public Works - Rounds/On-Call/Call-Outs

Weekend or Holiday Rounds = \$125/Day
 Weekly On-Call = \$120.00
 Holiday On-Call-\$120 & 8 hrs. CTE
 Call Outs = \$120.00 per each Call Out



City of Blue Lake

City Council Meeting Agenda Report

Item #: 141
Date: January 28, 2025
Item Subject: Fiscal Year 2023-2024 Budget Amendment
Submitted By: Mandy Mager, City Manager

General Information:

The budget amendment transfers available gas tax funds to the General Fund to cover qualified street related expenditures. This amendment is part of the final year end accounting for street related expenditures.

Background Material Provided: Budget Amendment

Fiscal Impact: The budget amendment will transfer additional gas tax funds to the General Fund to cover qualified street expenditures.

Recommended Action: To adopt the budget amendment as presented.

Review Information:

City Manager Review: Accountant: Planner Review: Engineer:

Comments:

CITY OF BLUE LAKE
 Budget Amendment #2
 Fiscal Year 2023-24

	Original Budget 2023-24	Budget Amendment	Amended Budget 2023-24	
<u>General Fund (Fund 10)</u>				
<u>Transfers-In From Other Funds</u>				
Transfers from other funds	101,588	26,037	127,625	Increase transfer to the General Fund to cover qualified street related expenditures.
Total Transfers-In From Other Funds	101,588	26,037	127,625	
<u>Highway Users Tax Fund (Fund 25)</u>				
<u>Expenditures and Transfers-Out</u>				
Transfers to other funds	68,423	24,024	92,447	Increase transfer to the General Fund to cover qualified street related expenditures.
Total Expenditures and Transfers-Out	68,423	24,024	92,447	
<u>TDA Street Fund (Fund 30)</u>				
<u>Expenditures and Transfers-Out</u>				
Transfers to other funds	22,343	2,013	24,356	Increase transfer to the General Fund to cover qualified street related expenditures.
Total Expenditures and Transfers-Out	22,343	2,013	24,356	



City of Blue Lake

City Council Meeting Agenda Report

Item #: 14J.
Date: January 28, 2025
Item Subject: City Hall Signage Package
Submitted By: Mandy Mager, City Manager

General Information: City Hall is in need of new signage and staff is bringing a recommendation forward for Council authorization. At the Blue Lake Arts and Heritage Commission meeting in January, the commission recommended approval of the signage package, with the request that the outline of the signs be changed from orange to blue.

Visual Concepts has provided the attached mockups of the signage and staff is requesting authorization to finalize the signs and place the order. The smaller information signs will be metal and the City Hall lawn sign will be metal, trimmed in wood.

Background Material Provided: Signage mock-ups.

Fiscal Impact: The signs will be paid for from the General Fund.

Recommended Action: Authorize the City Manager to order and install the signs.

Review Information:

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

Comments:



CITY HALL OFFICE HOURS

MONDAY - FRIDAY

9:00am - 12:00pm

1:00pm - 4:00pm

111 GREENWOOD ROAD

707.668.5655 (Office) 707.702.1014 (After Hours Emergencies)



CITY HALL OFFICE HOURS

MONDAY - FRIDAY

9:00am - 12:00pm

1:00pm - 4:00pm

111 GREENWOOD ROAD

707.668.5655 (Office) 707.702.1014 (After Hours Emergencies)

111 GREENWOOD ROAD



CITY HALL • LIBRARY

111 GREENWOOD ROAD



CITY HALL • LIBRARY

City Council Agenda Item Tracking Spreadsheet

January 25, 2025





Blue Lake City Council Agenda Tracking Spreadsheet-2025

Item No.	Task	Agenda date	Notes
1	City Communication	February	Need more information
2	Powers Creek Flooding Issues	1/28/2025	
3	Illegal Fireworks	1/28/2025	
4	City Clerk Discussion	1/28/2025	
5	Council Roles and Responsibilities Manual Update	February	Updating the manual will address agenda issues
6	Information Access	February	Need more information
7	Circulation Element	1/27/2025	Planning Agenda
8			
9			
10			
11			
12			
13			
14			
15			

City of Blue Lake

Financial Report



City of Blue Lake Staff Report

To: Honorable Mayor and City Council
From: Jackson & Eklund Accounting, Contract Accountant
Through: Amanda Mager, City Manager/Finance Director
Date: 1/24/2025
Subject: Unaudited Financial Report 7/01/2024 to 12/31/2024

Attached are the following unaudited financial reports:

- Revenues and Expenditures by Fund - shows the financial results of operations for the period 7/01/2024 to 12/31/2024 and reflects actual year-to-date revenues and expenses/expenditures (including transfers-in/out from fund balance) in comparison to total budgeted amounts for the fiscal year. Additionally, the actual year-to-date as a percentage of the total fiscal year budget is presented.
- Cash Balance by Fund - shows the cash balance by fund and the change from 6/30/2024 to 12/31/2024.

The **budget-to-date percentage** through 12/31/2024 is **50%**.

Financial Highlights

General Fund (Fund 10 only)

General Government:

- Expenditures/transfers-out exceeded revenues/transfers-in by \$299,382 as revenues lag expenditures with majority of the lag related to property taxes and State grant revenues of which a majority are capital project related.
- Revenues/transfers-in are at 42% of the total budgeted revenues/transfer-in for the fiscal year.
- Expenditures/transfers-out are at 62% of the total budgeted expenditures/transfers-out for the fiscal year.
- Expenditures for general government departments are all within expected budget parameters to date (50% of total fiscal year budget) except for the following departments which are over the budget-to-date as follows:
 - Legal - \$6,183 or 242.5%.
 - General Government - \$15,515 or 11.6%. Primarily due to CalPERS annual lump sum retirement payment that happens once during the fiscal year.
 - Planning - \$2,903 or 10.5%. Primarily due to grant writing assistance.
 - Capital Outlay - \$217,609 or 28.5%. Due to timing of large projects near the beginning of the fiscal year.

City of Blue Lake Staff Report

Parks & Recreation:

- Expenditures/transfers-out exceeded revenues/transfers-in by \$82,544.
- Revenues/transfers-in are at 48% of the total budgeted revenues/transfer-in for the fiscal year.
- Expenditures/transfers-out are at 42% of the total budgeted expenditures/transfers-out for the fiscal year.
- Expenditures for Parks & Recreation are all within expected budget parameters to date (50% of total fiscal year budget).

Total general fund cash decreased by \$102,459 from \$747,507 at 9/30/2024 to \$645,048 at 12/31/2024.

Water Operating Fund (Fund 60 only)

- Expenditures exceeded revenues (excluding depreciation) by \$32,424.
- Expenditures exceeded revenues (including depreciation) by \$55,663.
- Revenues are at 46% of total budgeted revenues for the fiscal year.
- Expenses (excluding depreciation) are at 49% of total budgeted expenses for the fiscal year while expenses (including depreciation) are at 53% of total budgeted expenses for the fiscal year.
- Cash decreased by \$39,325 from \$763,756 at 9/30/2024 to \$724,431 at 12/31/2024.

Sewer Operating Fund (Fund 70 only)

- Revenues exceeded expenses (excluding depreciation) by \$91,689.
- Revenues exceeded expenses (including depreciation) by \$29,855.
- Revenues are at 55% of total budgeted revenues for the fiscal year.
- Expenses (excluding depreciation) are at 44% of total budgeted expenses for the fiscal year while expenses (including depreciation) are at 55% of the total budgeted expenses for the fiscal year.
- Cash balance equaled \$0 at 9/30/2024 and 12/31/2024. The cash balance is expected to increase as the City realizes the impact of its sewer rate increase.

Overall Cash Balance (all funds)

Overall, the City's cash balance decreased \$87,441 from \$3,353,166 at 9/31/2024 to \$3,265,725 at 12/31/2024. The 12/31/2024 cash balance was comprised of the following: Checking - \$550,507, Public Funds Savings - \$6,997, LAIF - \$2,624,135, Utility Deposits - \$80,306, Petty Cash and Change Funds - \$3,780.

CITY OF BLUE LAKE

FINANCIAL REPORT

7/01/2024 – 12/31/2024

(Unaudited Numbers)

**City of Blue Lake
Financial Report
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City of Blue Lake
Statement of Revenues and Expenditures - Actual to Budget
10 - General Fund
From 7/01/2024 Through 12/31/2024

	Actual YTD	FY 2024-25 Budget	Over (Under) Budget	Actual YTD As a % of Budget
<u>GENERAL GOVERNMENT</u>				
REVENUES & TRANSFERS				
Taxes	60,033	347,145	(287,112)	17.29%
Licenses, Permits & Fees	30,564	81,684	(51,120)	37.42%
Rents	2,950	6,485	(3,535)	45.49%
State Revenues	767,008	1,646,749	(879,741)	46.58%
County Revenues	6,097	0	6,097	0.00%
Charges for Services	8,080	54,780	(46,700)	14.75%
Other Revenues	3,426	11,785	(8,359)	29.07%
Interest	8,181	27,157	(18,976)	30.12%
Transfers In	70,324	92,210	(21,886)	76.27%
Total REVENUES & TRANSFERS	956,663	2,267,995	(1,311,332)	42.18%
EXPENDITURES & TRANSFERS				
Mayor and City Council	2,055	3,805	(1,750)	54.01%
Legal	8,733	5,100	3,633	171.24%
General Government	149,141	266,385	(117,244)	55.99%
Planning	30,575	55,345	(24,770)	55.24%
Building	12,428	31,272	(18,844)	39.74%
Law Enforcement	12,332	24,417	(12,085)	50.51%
Animal Control	4,525	9,681	(5,156)	46.74%
Public Works - Streets	53,814	108,306	(54,492)	49.69%
Capital Outlay	982,442	1,529,666	(547,224)	64.23%
Total EXPENDITURES & TRANSFERS	1,256,045	2,033,977	(777,932)	61.75%
TOTAL GENERAL GOVERNMENT	(299,382)	234,018	(533,400)	-127.93%
<u>PARKS & RECREATION</u>				
REVENUES & TRANSFERS				
Facility Rents	9,345	32,920	(23,575)	28.39%
Recreation Fees & Donations	107,117	210,490	(103,373)	50.89%
Total REVENUES & TRANSFERS	116,462	243,410	(126,948)	47.85%
EXPENDITURES & TRANSFERS				
Facilities & Grounds	82,551	191,388	(108,837)	43.13%
Recreation	116,455	279,087	(162,632)	41.73%
Total EXPENDITURES & TRANSFERS	199,006	470,475	(271,469)	42.30%
TOTAL PARKS & RECREATION	(82,544)	(227,065)	144,521	36.35%
TOTAL GENERAL FUND	(381,926)	6,953	(388,879)	-5492.97%

City of Blue Lake
Statement of Revenues and Expenditures
36 - Powers Creek District Fund
From 7/1/2024 Through 12/31/2024
(In Whole Numbers)

	Actual YTD	FY 2024-25 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS				
Rents	2,271	27,250	(24,979)	8.33%
Current Service Charges	15,000	0	15,000	0.00%
State Revenues	111,853	77,000	34,853	145.26%
Interest	0	2,100	(2,100)	0.00%
Total REVENUES & TRANSFERS	<u>129,124</u>	<u>106,350</u>	<u>22,774</u>	<u>121.41%</u>
EXPENDITURES & TRANSFERS				
Salaries, Wages & Benefits	12,017	5,407	6,610	222.24%
Other Expenses	1,175	725	450	162.08%
Repairs & Maintenance	162	185	(23)	87.48%
Supplies	29	50	(21)	57.64%
Capital Expenditures	176,443	77,000	99,443	229.14%
Total EXPENDITURES & TRANSFERS	<u>189,826</u>	<u>83,367</u>	<u>106,459</u>	<u>227.70%</u>
TOTAL	<u>(60,702)</u>	<u>22,983</u>	<u>(83,685)</u>	<u>(264.11)%</u>

City of Blue Lake
Statement of Revenues and Expenditures
38 - CDBG Non-Program Income Fund
From 7/1/2024 Through 12/31/2024
(In Whole Numbers)

	Actual YTD	FY 2024-25 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS				
Loan Repayments	25,518	0	25,518	0.00%
Other Revenues	1,200	2,500	(1,300)	48.00%
Interest	14,089	2,409	11,680	584.83%
Transfers In	0	28,827	(28,827)	0.00%
Total REVENUES & TRANSFERS	<u>40,806</u>	<u>33,736</u>	<u>7,070</u>	<u>120.96%</u>
EXPENDITURES & TRANSFERS				
Interest Expense	682	0	682	0.00%
Debt Principal Repayment	30,239	23,500	6,739	128.67%
Total EXPENDITURES & TRANSFERS	<u>30,921</u>	<u>23,500</u>	<u>7,421</u>	<u>131.58%</u>
TOTAL	<u>9,885</u>	<u>10,236</u>	<u>(351)</u>	<u>96.57%</u>

City of Blue Lake
Statement of Revenues and Expenditures
25 - Highway Users Tax Fund
From 7/1/2024 Through 12/31/2024
(In Whole Numbers)

	Actual YTD	FY 2024-25 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS				
Taxes	29,439	68,596	(39,157)	42.91%
Interest	257	1,638	(1,381)	15.65%
Total REVENUES & TRANSFERS	<u>29,696</u>	<u>70,234</u>	<u>(40,538)</u>	<u>42.28%</u>
EXPENDITURES & TRANSFERS				
Transfers Out	57,200	70,234	(13,034)	81.44%
Total EXPENDITURES & TRANSFERS	<u>57,200</u>	<u>70,234</u>	<u>(13,034)</u>	<u>81.44%</u>
TOTAL	<u>(27,504)</u>	<u>0</u>	<u>(27,504)</u>	<u>0.00%</u>

City of Blue Lake
Statement of Revenues and Expenditures
30 - TDA Street Fund
From 7/1/2024 Through 12/31/2024
(In Whole Numbers)

	Actual YTD	FY 2024-25 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS				
Taxes	0	12,040	(12,040)	0.00%
Interest	43	220	(177)	19.45%
Total REVENUES & TRANSFERS	<u>43</u>	<u>12,260</u>	<u>(12,217)</u>	<u>0.35%</u>
EXPENDITURES & TRANSFERS				
Transfers Out	43	21,933	(21,890)	0.19%
Total EXPENDITURES & TRANSFERS	<u>43</u>	<u>21,933</u>	<u>(21,890)</u>	<u>0.20%</u>
TOTAL	<u>0</u>	<u>(9,673)</u>	<u>9,673</u>	<u>0.00%</u>

City of Blue Lake
Statement of Revenues and Expenditures
34 - Regional Surface Transportation Program Fund
From 7/1/2024 Through 12/31/2024
(In Whole Numbers)

	<u>Actual YTD</u>	<u>FY 2024-25 Budget</u>	<u>Over (Under) Budget</u>	<u>Actual YTD As a % of Budget</u>
REVENUES & TRANSFERS				
State Revenues	13,081	11,574	1,507	113.02%
Total REVENUES & TRANSFERS	<u>13,081</u>	<u>11,574</u>	<u>1,507</u>	<u>113.02%</u>
EXPENDITURES & TRANSFERS				
Transfers Out	13,081	19,033	(5,952)	68.72%
Total EXPENDITURES & TRANSFERS	<u>13,081</u>	<u>19,033</u>	<u>(5,952)</u>	<u>68.73%</u>
TOTAL	<u>0</u>	<u>(7,459)</u>	<u>7,459</u>	<u>0.00%</u>

City of Blue Lake
Statement of Revenues and Expenditures
11 - Recreation Economic Analysis Fund
From 7/1/2024 Through 12/31/2024
(In Whole Numbers)

	Actual YTD	FY 2024-25 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS				
Federal Revenues	53,010	0	53,010	0.00%
Total REVENUES & TRANSFERS	53,010	0	53,010	0.00%
EXPENDITURES & TRANSFERS				
Contracted Professional Services	2,500	0	2,500	0.00%
Total EXPENDITURES & TRANSFERS	2,500	0	2,500	0.00%
TOTAL	50,510	0	50,510	0.00%

City of Blue Lake
Statement of Revenues and Expenditures
13 - State Park Per Capita Program Fund
From 7/1/2024 Through 12/31/2024
(In Whole Numbers)

	Actual YTD	FY 2024-25 Budget	Over (Under) Budget	Actual YTD As a % of Budget
EXPENDITURES & TRANSFERS				
Capital Expenditures	(1,000)	0	(1,000)	0.00%
Total EXPENDITURES & TRANSFERS	(1,000)	0	(1,000)	0.00%
TOTAL	1,000	0	1,000	0.00%

City of Blue Lake
Statement of Revenues and Expenditures
31 - TDA Purchased Transportation Fund
From 7/1/2024 Through 12/31/2024
(In Whole Numbers)

	Actual YTD	FY 2024-25 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS				
Taxes	0	32,000	(32,000)	0.00%
Total REVENUES & TRANSFERS	0	32,000	(32,000)	0.00%
EXPENDITURES & TRANSFERS				
Transit Services	15,600	32,000	(16,400)	48.75%
Total EXPENDITURES & TRANSFERS	15,600	32,000	(16,400)	48.75%
TOTAL	(15,600)	0	(15,600)	0.00%

City of Blue Lake
Statement of Revenues and Expenditures
32 - AB-939 Solid Waste/Recycling Fund
From 7/1/2024 Through 12/31/2024
(In Whole Numbers)

	Actual YTD	FY 2024-25 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS				
State Revenues	1,938	12,228	(10,290)	15.84%
Interest	67	699	(632)	9.60%
Total REVENUES & TRANSFERS	<u>2,005</u>	<u>12,927</u>	<u>(10,922)</u>	<u>15.51%</u>
EXPENDITURES & TRANSFERS				
Salaries, Wages & Benefits	13,582	13,422	160	101.19%
Other Contracted Services	4,106	4,179	(73)	98.25%
Other Expenses	1,714	6,372	(4,658)	26.90%
Supplies	164	4,000	(3,836)	4.09%
Total EXPENDITURES & TRANSFERS	<u>19,566</u>	<u>27,973</u>	<u>(8,407)</u>	<u>69.95%</u>
TOTAL	<u>(17,562)</u>	<u>(15,046)</u>	<u>(2,516)</u>	<u>116.71%</u>

City of Blue Lake
Statement of Revenues and Expenditures
33 - Supplemental Law Enforcement Services Fund
From 7/1/2024 Through 12/31/2024
(In Whole Numbers)

	Actual YTD	FY 2024-25 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS				
State Revenues	139,984	162,763	(22,779)	86.00%
Interest	107	0	107	0.00%
Total REVENUES & TRANSFERS	<u>140,091</u>	<u>162,763</u>	<u>(22,672)</u>	<u>86.07%</u>
EXPENDITURES & TRANSFERS				
Other Contracted Services	95,343	179,003	(83,661)	53.26%
Total EXPENDITURES & TRANSFERS	<u>95,343</u>	<u>179,003</u>	<u>(83,661)</u>	<u>53.26%</u>
TOTAL	<u>44,748</u>	<u>(16,240)</u>	<u>60,988</u>	<u>(275.54)%</u>

City of Blue Lake
Statement of Revenues and Expenditures
42 - CDBG Program Income-Holding Fund
From 7/1/2024 Through 12/31/2024
(In Whole Numbers)

	Actual YTD	FY 2024-25 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS				
Loan Repayments	2,127	20,404	(18,277)	10.42%
Interest	243	1,169	(926)	20.78%
Total REVENUES & TRANSFERS	<u>2,370</u>	<u>21,573</u>	<u>(19,203)</u>	<u>10.99%</u>
EXPENDITURES & TRANSFERS				
Salaries, Wages & Benefits	0	460	(460)	0.00%
Other Contracted Services	60	60	0	100.00%
Transfers Out	0	21,053	(21,053)	0.00%
Total EXPENDITURES & TRANSFERS	<u>60</u>	<u>21,573</u>	<u>(21,513)</u>	<u>0.28%</u>
TOTAL	<u>2,310</u>	<u>0</u>	<u>2,310</u>	<u>0.00%</u>

City of Blue Lake
Statement of Revenues and Expenditures
44 - CDBG Program Income-Revolving Fund
From 7/1/2024 Through 12/31/2024
(In Whole Numbers)

	Actual YTD	FY 2024-25 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS				
Interest	2,275	7,774	(5,499)	29.26%
Total REVENUES & TRANSFERS	<u>2,275</u>	<u>7,774</u>	<u>(5,499)</u>	<u>29.26%</u>
EXPENDITURES & TRANSFERS				
Transfers Out	0	7,774	(7,774)	0.00%
Total EXPENDITURES & TRANSFERS	<u>0</u>	<u>7,774</u>	<u>(7,774)</u>	<u>0.00%</u>
TOTAL	<u>2,275</u>	<u>0</u>	<u>2,275</u>	<u>0.00%</u>

City of Blue Lake
Statement of Revenues and Expenditures
60 - Water Fund
From 7/1/2024 Through 12/31/2024
(In Whole Numbers)

	Actual YTD	FY 2024-25 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS				
Current Service Charges	274,645	573,038	(298,393)	47.92%
Other Revenues	4,475	14,139	(9,664)	31.64%
Interest	4,847	29,614	(24,767)	16.36%
Total REVENUES & TRANSFERS	283,966	616,791	(332,825)	46.04%
EXPENDITURES & TRANSFERS				
Salaries, Wages & Benefits	130,528	303,744	(173,216)	42.97%
Contracted Professional Services	44,231	26,893	17,338	164.46%
Other Contracted Services	6,895	16,440	(9,545)	41.94%
Insurance	10,755	18,958	(8,203)	56.73%
Interest Expense	178	299	(121)	59.48%
Other Expenses	4,566	14,825	(10,260)	30.79%
Repairs & Maintenance	16,086	6,765	9,321	237.77%
Supplies	5,136	10,430	(5,294)	49.24%
Utilities	98,016	246,502	(148,486)	39.76%
Depreciation	23,239	0	23,239	0.00%
Total EXPENDITURES & TRANSFERS	339,630	644,856	(305,226)	52.67%
TOTAL	(55,663)	(28,065)	(27,598)	198.33%

City of Blue Lake
Statement of Revenues and Expenditures
61 - Water Connection Fee Fund
From 7/1/2024 Through 12/31/2024
(In Whole Numbers)

	<u>Actual YTD</u>	<u>FY 2024-25 Budget</u>	<u>Over (Under) Budget</u>	<u>Actual YTD As a % of Budget</u>
REVENUES & TRANSFERS				
Interest	2,179	8,170	(5,991)	26.66%
Total REVENUES & TRANSFERS	<u>2,179</u>	<u>8,170</u>	<u>(5,991)</u>	<u>26.67%</u>
TOTAL	<u>2,179</u>	<u>8,170</u>	<u>(5,991)</u>	<u>26.66%</u>

City of Blue Lake
Statement of Revenues and Expenditures
62 - Water Capital Reserve Fund
From 7/1/2024 Through 12/31/2024
(In Whole Numbers)

	Actual YTD	FY 2024-25 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS				
Interest	147	550	(403)	26.67%
Total REVENUES & TRANSFERS	147	550	(403)	26.67%
TOTAL	147	550	(403)	26.67%

City of Blue Lake
Statement of Revenues and Expenditures
64 - Turbidity Reduction Facility Reserve Fund
From 7/1/2024 Through 12/31/2024
(In Whole Numbers)

	Actual YTD	FY 2024-25 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS				
Turbidity Reduction Fees	4,120	13,015	(8,895)	31.65%
Total REVENUES & TRANSFERS	4,120	13,015	(8,895)	31.66%
EXPENDITURES & TRANSFERS				
Turbidity Reduction Costs	5,265	13,015	(7,750)	40.45%
Total EXPENDITURES & TRANSFERS	5,265	13,015	(7,750)	40.45%
TOTAL	(1,145)	0	(1,145)	0.00%

City of Blue Lake
Statement of Revenues and Expenditures
70 - Sewer Fund
From 7/1/2024 Through 12/31/2024
(In Whole Numbers)

	Actual YTD	FY 2024-25 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS				
Current Service Charges	330,735	594,418	(263,683)	55.64%
Other Revenues	4,475	14,138	(9,663)	31.65%
Interest	0	2,400	(2,400)	0.00%
Total REVENUES & TRANSFERS	<u>335,210</u>	<u>610,956</u>	<u>(275,746)</u>	<u>54.87%</u>
EXPENDITURES & TRANSFERS				
Salaries, Wages & Benefits	138,298	316,760	(178,462)	43.66%
Contracted Professional Services	6,782	34,049	(27,267)	19.91%
Other Contracted Services	10,504	24,805	(14,301)	42.34%
Insurance	11,355	20,738	(9,383)	54.75%
Other Expenses	38,712	45,080	(6,368)	85.87%
Repairs & Maintenance	2,787	17,115	(14,328)	16.28%
Supplies	6,188	13,690	(7,502)	45.20%
Utilities	28,895	78,585	(49,690)	36.76%
Depreciation	61,834	0	61,834	0.00%
Total EXPENDITURES & TRANSFERS	<u>305,355</u>	<u>550,822</u>	<u>(245,467)</u>	<u>55.44%</u>
TOTAL	<u>29,855</u>	<u>60,134</u>	<u>(30,279)</u>	<u>49.64%</u>

City of Blue Lake
Statement of Revenues and Expenditures
71 - Sewer Connection Fee Fund
From 7/1/2024 Through 12/31/2024
(In Whole Numbers)

	Actual YTD	FY 2024-25 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS				
Interest	3,473	13,025	(9,552)	26.66%
Total REVENUES & TRANSFERS	3,473	13,025	(9,552)	26.67%
EXPENDITURES & TRANSFERS				
Other Expenses	54	0	54	0.00%
Total EXPENDITURES & TRANSFERS	54	0	54	0.00%
TOTAL	3,419	13,025	(9,606)	26.25%

City of Blue Lake
Statement of Revenues and Expenditures
72 - Sewer Capital Reserve Fund
From 7/1/2024 Through 12/31/2024
(In Whole Numbers)

	<u>Actual YTD</u>	<u>FY 2024-25 Budget</u>	<u>Over (Under) Budget</u>	<u>Actual YTD As a % of Budget</u>
REVENUES & TRANSFERS				
Interest	15,090	56,545	(41,455)	26.68%
Total REVENUES & TRANSFERS	<u>15,090</u>	<u>56,545</u>	<u>(41,455)</u>	<u>26.69%</u>
TOTAL	<u>15,090</u>	<u>56,545</u>	<u>(41,455)</u>	<u>26.68%</u>

City of Blue Lake
Statement of Revenues and Expenditures
80 - Dental/Vision Trust Fund
From 7/1/2024 Through 12/31/2024
(In Whole Numbers)

	<u>Actual YTD</u>	<u>FY 2024-25 Budget</u>	<u>Over (Under) Budget</u>	<u>Actual YTD As a % of Budget</u>
REVENUES & TRANSFERS				
Dental/Vision Charges to Operations	3,680	0	3,680	0.00%
Interest	390	0	390	0.00%
Total REVENUES & TRANSFERS	<u>4,070</u>	<u>0</u>	<u>4,070</u>	<u>0.00%</u>
EXPENDITURES & TRANSFERS				
Dental/Vision Claims	6,543	0	6,543	0.00%
Total EXPENDITURES & TRANSFERS	<u>6,543</u>	<u>0</u>	<u>6,543</u>	<u>0.00%</u>
TOTAL	<u>(2,473)</u>	<u>0</u>	<u>(2,473)</u>	<u>0.00%</u>

CITY OF BLUE LAKE
Cash Balance by Fund
12/31/2024

	<u>Balance 12/31/2024</u>	<u>Balance 9/30/2024</u>	<u>Increase (Decrease)</u>	
General Funds				
10	General Fund (Net of Special Revenue or Capital Project Fund Deficits)	517,251	589,947	(72,696)
36	Powers Creek District Fund	-	-	-
38	CDBG Non-Program Income Fund	127,797	157,560	(29,763)
Total		<u>645,048</u>	<u>747,507</u>	<u>(102,459)</u>
Gas Tax and Street Funds				
25	Highway User Tax Fund	498	19,195	(18,697)
30	TDA Street Fund	-	-	-
34	Regional Surface Transportation Program Fund	-	-	-
Total		<u>498</u>	<u>19,195</u>	<u>(18,697)</u>
Special Revenue Funds				
11	Recreation Economic Analysis Fund	-	-	-
12	American Rescue Plan COVID Relief Fund	11,449	11,449	-
13	State Park Per Capita Program Fund	-	-	-
31	TDA Purchased Transportation Fund	-	-	-
32	AB-939 Solid Waste/Recycling Fund	-	3,800	(3,800)
33	Supplemental Law Enforcement Services Fund	45,317	569	44,748
Total		<u>56,766</u>	<u>15,818</u>	<u>40,948</u>
CDBG Funds				
42	CDBG Program Income Holding Fund	2,309	1,017	1,292
44	CDBG Program Income Revolving Fund	212,888	210,613	2,275
Total		<u>215,197</u>	<u>211,630</u>	<u>3,567</u>
Water Funds				
60	Water Fund (Net of Turbidity Reduction Facility Reserve Fund Deficit)	495,117	536,766	(41,649)
61	Water Connection Fee Fund	214,848	212,670	2,178
62	Water Capital Reserve Fund	14,466	14,320	146
64	Turbidity Reduction Facility Reserve Fund	-	-	-
Total		<u>724,431</u>	<u>763,756</u>	<u>(39,325)</u>
Sewer Funds				
70	Sewer Fund	-	-	-
71	Sewer Connection Fee Fund	342,489	339,015	3,474
72	Sewer Capital Reserve Fund (Net of Sewer Fund Deficit)	1,223,400	1,199,418	23,982
Total		<u>1,565,889</u>	<u>1,538,433</u>	<u>27,456</u>
Trust Funds				
80	Dental/Vision Trust Fund	37,896	36,827	1,069
82	Self-Insured Retention Reserve Fund	20,000	20,000	-
Total		<u>57,896</u>	<u>56,827</u>	<u>1,069</u>
Total Cash Balance		<u><u>3,265,725</u></u>	<u><u>3,353,166</u></u>	<u><u>(87,441)</u></u>