



City of Blue Lake

111 Greenwood Road-P.O. Box 458

Blue Lake, CA 95525

707-668-5655(P)

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www.bluelake.ca.gov

City Council Agenda

Tuesday, July 22, 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 the date of the meeting.

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 Information:

<https://us02web.zoom.us/j/85002537179?pwd=KvzWP1P1qKAJjiVXhZUHY2xdzwaFTd.1>

Meeting ID: 850 0253 7179

Passcode: 186570

Call to Order

1. **Pledge of Allegiance and Establish a Quorum of the Council**
2. **Approval of the Agenda**
3. **Consider Applicants for City Council Vacancy and Possible Appointment** – Discussion/Action
4. **Receive Oath of Office for person appointed to fill vacancy** – Discussion/Action
5. **Adopt Previous Council Meeting Minutes**
 - a. March 11, 2025 Special Meeting
 - b. June 23, 2025 Special Meeting
 - c. June 24, 2025 Regular Meeting
 - d. June 27, 2025 Special Meeting
6. **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.*
7. **Consent Agenda**
 - a. Warrants and Disbursements
8. **Consider Adoption of the 6th Cycle Housing Element Update and Resolution No. 1235** – Discussion/Action
9. **STRETCH BREAK** – 5 minutes
10. **Second Reading by title only and consider adoption of Ordinance No. 547-2025 – Safety Gear for Wheeled Recreational Devices** – Discussion/Action
11. **Consider adoption of Resolution No. 1238 Approving the Application for The Land and Water Conservation Fund: Blue Lake Bike and Skate Park Project** – Discussion/Action

12. **Draft a letter to the Blue Lake Rancheria Tribal Council** – Discussion/Action

13. **Consider Changes to Council Meeting Schedule** – Discussion/Action

14. **Consider Changes to the Agenda Setting Ad Hoc** – Discussion/Action

15. **Reports of Council and Staff**

- a. Council Member Reports
- b. City Manager Report
- c. Council Ad Hoc Committees

16. **Council Correspondence**

17. **Future Agenda Items**

18. **Public Comment on Closed Session Items**

19. **Closed Session**

- a. **CONFERENCE WITH REAL PROPERTY NEGOTIATORS**
(*Government Code § 54956.8*)
Property: Portions of APN Nos. 312-131-037-000, 312-131-045-000, 312-131-046-000, and 312-190-010-000, in the unincorporated area of the County of Humboldt, State of California.
Agency Negotiator: Ryan Plotz, City Attorney; Dani Burkhart, Acting City Manager
Negotiating parties: Erin McClure, Trustee
Under negotiation: Price and terms of payment.
- b. **PUBLIC EMPLOYEE APPOINTMENT**
(*Government Code § 54957(b)(1)*)
Title: City Manager
- c. **PUBLIC EMPLOYEE EVALUATION** (*Government Code § 54957(b)(1)*)
Title: Acting City Manager
- d. **CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION**
Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: two cases.

20. **Report Out of Closed Session**

21. **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 #: 3
Date: July 22, 2025
Item Subject: Consider Applicants for City Council Vacancy and Possible Appointment
Submitted By: Dani Burkhart – Acting City Manager

General Information: A vacancy currently exists on the Blue Lake City Council. At its Special Meeting on June 10, 2025, the City Council established a process to fill the vacancy by accepting applications from interested residents. The application period was open from June 10, 2025, through July 15, 2025. As of the deadline, two applications have been received.

The City Council may now consider the submitted applications and take possible action to appoint one applicant to fill the vacancy. Any appointment made would be effective immediately and serve for the remainder of the unexpired term, in accordance with Government Code Section 36512.

Background Material Provided: Applications submitted by the two interested individuals, Adelene Jones and Terri Bayles

Fiscal Impact: None

Recommended Action: Review applications and consider making an appointment to fill the City Council vacancy.

Review Information:

City Manager Review: ☒ Legal Review: ☐ Planner Review: ☐ Engineer: ☐

Comments:



CITY OF BLUE LAKE

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Phone 707.668.5655 Fax 707.668.5916

RECEIVED
JUL 15 2025
BY:

City Council Application

| | |
|---|----------------------|
| Name: Terri Bayles | |
| Residence Address: [REDACTED], Blue Lake | |
| Primary Phone No.: [REDACTED] | Alternate Phone No.: |
| Email Address: [REDACTED] | |
| Educational Background (Last Year Completed): | |
| Length of Time Living in Blue Lake: 43 years | |
| Length of Time Working in Blue Lake: N/A | |
| Present Employer: Retired | |
| Job Title: | |

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

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

To the City Council of Blue Lake,

My name is Terri Bayles and I am respectfully requesting the opportunity to serve as a member of the Blue Lake City Council. I have lived in Blue Lake for 43 years and love our community. I have children and grandchildren who also live in this community and I am highly vested in Blue Lake thriving into the future. I understand the time commitment and the serious nature of serving my community in this capacity.

1. What community organizations are you currently involved with?

I have always been interested and involved in processes that support a strong community, both locally and globally. Although I am not currently involved in a community organization, I have spent many years involved in community work. I was a parent volunteer for the Parent Teacher Organization (PTO) at Blue Lake Elementary School where I helped to plan school wide events including projects to support teachers and students. It was a particular joy to work as a parent volunteer in my children's classrooms for many years. I also served as the treasurer of the PTO.

During my career as a teacher for the Arcata Elementary School District, I worked on many literacy projects. Literacy has always been a passion that is very important to me. I designed and implemented an afterschool peer to peer literacy project. This project trained older students to work with younger students to help them with their reading. In addition to my Teaching Credential, I am a certified Reading Specialist. I spent time outside my classroom hours tutoring students before and after school to support their growth as readers. Additionally, I was involved in county-wide projects to support literacy.

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

As a retired teacher of the Arcata Elementary School District, I had the good fortune to do something I loved for almost 30 years. This gave me a unique set of skills to work with the public and the ability to have many major projects going at one time. I understand the importance of working together and respecting the collaborative process. I can break down larger projects into smaller tasks to get the job done.

I served as a Co-President of the Arcata Elementary Teachers Association (AETA) Union for many years. I set agendas, organized meetings, and prepared documents to advocate for teachers. I attended county-wide coalition meetings with union presidents. In this role, I served as a liaison between the teachers and the administration helping to promote a cooperative educational community. I served on the negotiating team for the AETA Union. This included negotiating terms of contracts, wages, and benefits. One of the requirements of serving on the negotiating team was to attend school board meetings. As a public entity, School districts are required to

follow the Brown Act and Public Records Act. This experience provided an understanding of these laws, which also apply to city councils.

I served on many financial committees consisting of school board members, administrators, financial administrators of the district, parents, business owners, teachers, and other shareholders within the school system. The goal of the committee was to closely examine and understand the budget while looking at all services and programs offered by the district. We collaborated to produce cost saving recommendations for the school board and ensure program efficacies throughout the district.

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

One of the main goals/purposes of a city council is to be the legislative and governing body of the city. As the legislative branch it is the council's responsibility to set the goals, policies, and the vision for the city. The council works to oversee the financial stability of the city and make sure critical services are provided to the community. The City Council adopts the yearly budget and enacts ordinances.

Another main goal and purpose of the city council is to represent the constituents of Blue Lake to be the bridge between our community members and the city. It is imperative to listen to issues, hear concerns, and represent the ideas of all members of the community when making complex decisions.

4. What contributions can you make to the goal/purpose of the city Council?

I will work hard to serve our community and help support a transparent, functional government, by staying focused on the importance of a healthy, inclusive, and vibrant community. I have read the general plan, city ordinances, current laws, and collective goals of our city. I have a high interest in research on topics to fully understand all perspectives and sides of an issue.

I am prepared to serve all members of the Blue Lake community. I look forward to the opportunity to serve on the City Council of Blue Lake.

Sincerely,

A handwritten signature in cursive script that reads "Terri Bayles".

Terri Bayles



CITY OF BLUE LAKE

RECEIVED
JUL 11 2025

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

Phone 707.668.5655 Fax 707.668.5916

BY:

City Council Application

| | |
|--|---------------------------------------|
| Name: <u>Adelene L. Jones</u> | |
| Residence Address: <u>[REDACTED] Blue Lake</u> | |
| Primary Phone No: <u>[REDACTED]</u> | Alternate Phone No: <u>[REDACTED]</u> |
| Email Address: <u>[REDACTED]</u> | |
| Educational Background (Last Year Completed): <u>B.A. + teaching</u> | |
| Length of Time Living/Working in Blue Lake: <u>48</u> ^{credential} <u>years</u> | |
| Present Employer: <u>Retired from Eureka City</u> | |
| Job Title: <u>Schools - Teacher</u> | |

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

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

BY:

1. What community organizations are you currently involved with?

I am now serving as the Chairperson of the Blue Lake Public Safety Commission. I've been on the Board of the Blue Lake Museum for the last eight years. Last year I was voted to be on the Executive Board of the Blue Lake Chamber of Commerce and I'm in charge of the vendors for Annie and Mary Day. I serve as Publicity Chair for the California Retired Teachers Association North Coast Division. I'm a member of the Blue Lake Wha Nika Club and the Mad River Grange. These are all volunteer positions.

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

I bring thirty years of City Council experience including twelve years as Mayor of Blue Lake. Prior to my election on the Council in 1988, I was a Park Commissioner for eight years. My problem solving skills and ability to bring people together for the common good of all Blue Lakers has proven effective during my many years with our city government. The institutional knowledge I have is critical as we face future challenges.

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

The goal and purpose of the City Council is to be the vision for the future of Blue Lake. We direct staff to follow through on that vision. Our decisions set the course for the city to move forward. Blue Lake is a small city (less than one square mile, about 1100 citizens), but we have to accomplish everything that larger cities do, such as a working budget and safe ordinances. Since I tied in the last election, I feel I have the confidence and support of at least 245 Blue Lakers to lead our beautiful city.

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

I can contribute to the goals and purposes of the Council by working as a team to provide services and seek solutions to problems and opportunities the City will face. My past experiences with the City makes me uniquely qualified to add the needed level of knowledge to the running of a governmental agency. I've lived in Blue Lake for 48 years and I still have the time, energy and commitment to continue in the role of City Councilperson.

Adelene Jones





City of Blue Lake

City Council Meeting Agenda Report

Item #: 4
Date: July 22, 2025
Item Subject: Receive Oath of Office
Submitted By: Dani Burkhart – Acting City Manager

General Information: Following the appointment of a new member to the Blue Lake City Council to fill the existing vacancy, the next step is for the appointed individual to recite and take the Oath of Office, as required by law, and to acknowledge the City's Civility Pledge. These formalities must be completed before the new Council Member can assume their official duties.

The City Clerk will administer the Oath of Office, which must be recited by the appointee. The Civility Pledge will also be presented by the City Clerk and acknowledged by the new member. Upon completion, the newly appointed Council Member will take their seat and may participate in the remainder of the meeting. The City Council will formally receive both as part of the public record.

Background Material Provided: Oath of Office & Civility Pledge

Fiscal Impact: None

Recommended Action: Receive the Oath of Office and Civility Pledge from the newly appointed City Council Member.

Review Information:

City Manager Review: ☒ Legal Review: ☐ Planner Review: ☐ Engineer: ☐

Comments:

City of Blue Lake

Oath of Office

STATE OF CALIFORNIA, }
County of Humboldt ss.

I, _____, do solemnly swear that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

Signature

Subscribed and sworn to before me, this 22nd day of July 2025.

City Clerk, City of Blue Lake





City of Blue Lake

PLEDGE OF CIVILITY

The manner in which we govern ourselves is often as important as the positions we take. The Council's collective decisions will be better – and truer to our mission – when differing views have the opportunity to be fully vetted and considered.

All those who appear before the Council have the right to be treated with respect, courtesy, and openness. We value input.

Accordingly, we commit to conduct ourselves with civility and courtesy, to both those with whom the Council interacts and to each other. We also pledge to endeavor to correct ourselves, should our conduct fall below this standard.

City Council Member
City of Blue Lake

Date



Blue Lake City Council Minutes

Tuesday, March 11, 2025 6:30 p.m. ~ Special Council Meeting
Skinner Store Building ~ 111 Greenwood Rd., Blue Lake ~ Behind City Hall

CLOSED SESSION CALL TO ORDER: Mayor John Sawatzky called the meeting to order at 5:30 p.m.

COUNCILMEMBERS PRESENT: Mayor John Sawatzky, Mayor Pro Tem Elise Scafani, Council Member Michelle Lewis-Lusso, Council Member Kat Napier, Council Member Christopher G. Firor

COUNCILMEMBERS ABSENT:

STAFF PRESENT: City Manager Amanda Mager, City Attorney Ryan Plotz and Videographer Justin Goad <https://www.youtube.com/@BLCNews95525>

PUBLIC COMMENT ON CLOSED SESSION ITEMS: [0:22 Part 1] Public Employee Performance Evaluation - City Manager. Mayor John Sawatzky places a 15-minute time limit on public comment.

Comment by (Jason Cruz): Is in support of the city manager.

Comment by (Julie Perry): Is in support of the city manager and finds Mandy easily accessible and easy to talk with.

Comment by (Lynn): Is in support of Mandy and thinks it's more than just a job for her; she has a real passion for our town and the people in it. She's done a lot for our community and city employees.

Comment by (Maria Mahagan): Is in support of Mandy and would like to see the contract renewed and a pity to lose her. She has great commitment, vision and expertise. She is easily accessible and has done a lot of great things for the community already. She is diligent and hardworking and has a vested interest.

Comment by (Elissa Rosado): Is in support of Mandy and thinks she is nuts to want to do a job in which she gets disparaged. She loves this town she loves the people in this town. She promotes Blue Lake. Everyone stops us saying she is doing a fantastic job. She is the best city manager we've ever had.

Comment by (Linda Cooley): asks that whatever happens moving forward, we can all work together because right now we don't. We never get invited to city events or anything. There is no communication, no responses. We are stronger together. When promoting Blue Lake, everything in Blue Lake should be promoted.

Comment by (Aaron McClure): When I worked for a large corporation, they taught me when you have somebody in a position in your company that causes a lot of drama, no matter what it looks like they're doing as far as positive for the company, you do not keep them because you will never get rid of the drama.

Comment by (Beckie Thornton): Agrees with Linda Cooley and Aaron and asks the council to do what's right for the community.

Comment by (Julie Christie): Thanked everyone for attending. Julie explains the reason she has stayed due diligent by attending the Council meetings is because of performance; she cannot



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condone people who make sure we have certain people and individuals on our Council and Commissions that already have their mind predetermined.

Comment by (Darcy Lima): Is in support of Mandy and wanted to add that we have no perfect friends, lovers, neighbors, family members, city managers. Darcy doesn't always agree with Mandy Meger on everything but thinks she does an outstanding job of doing all she can for the benefit of Blue Lake.

Comment by (Cheris Bowman): Is in support of Mandy and reports on an amazing interview with Mandy at the logger talking about this community and the future we can build here. Cheris thinks she is integral to a thriving Community and that we are blessed to have somebody with so much commitment to the community. This community is foremost in her efforts and thoughts.

Comment by (?): Appreciates the council taking this meeting as she is opposed to Mandy remaining city manager, explaining the harassment received for the first six years of living in Blue Lake from the past mayor and current city manager. She is glad others have had great experiences, but she absolutely has not.

Comment by: (Barbara Russell): We have a new council, of the people, Mandy works for the city council, so I think we have an opportunity to do well if we stay involved. Even though I disagree with a lot of the things Mandy wanted to do, she is talented and doing the best she can.

Comment by: (Justin Goad): Is in support of Mandy. Justins first interaction with Mandy was not a positive one. Mandy was simply enforcing the rules. Since, Justin learned she is doing the best she can with what she has.

Mayor John Sawatzky closed public comment and announced open session will begin at 6:30 and anybody who didn't have an opportunity to speak there'll be another opportunity later. Mayor John Sawatzky apologized to everyone for cutting the comments short; we need to get into close session so that we can open up for normal session in a timely manner.

Motion: [16:41 Part 1] To move into closed session.

Motion by: Council Member Kat Napier

Second by: Council Member Michelle Lewis-Lusso

Motion Summary: Consensus (5/0)

REPORT OUT OF CLOSED SESSION: [0:01 Part 2]

City Attorney Ryan Plotz reported that the Council took no reportable action in the closed session; the council did not complete its discussion and will bring it back to the next closed session.

PLEDGE OF ALLEGIANCE: [0:39 Part 2]



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AGENDA APPROVAL: [1:04 Part 2]

Motion: To approve the agenda.

Motion by: Mayor Pro Tem Elise Scafani

Second by: Council Member Christopher G. Firor

Motion Summary: Consensus (5/0)

PUBLIC COMMENT ON NON-AGENDA ITEMS: [1:17 Part 2]

Comment by (Lori Ponte): Lori is concerned there is misinformation and propaganda and points out areas in need of changes, the website Best Project page showing a solar panel in the picture and for Blue Lake, that isn't solar, page two paragraph one sites a renewable energy comparing it to Tesla batteries; We're not talking about Tesla batteries as far as I understand with the projected project in Blue Lake; so that is misleading and then on page three it talks about property tax revenue and wants to know if the revenue can be spent to clean up the fuel mess out there.

Comment by (Justin Goad): Justin informs the council they skipped public comment on the approval of the agenda and finds the current agenda offensive in the fact that council split up the closed sessions. Justin explains that it is disrespectful of the Public's time and efforts in wanting to be involved in their government.

Comment by (?): finds it disturbing that all of the relevant information around safety in this project especially with it being right on the river is irresponsible and it is making people more suspicious, confused and unable to discuss and come together. She also reported that the Econ News has a wonderful article marked issue on the lithium industry in California.

Comment by (?): agrees with Jusin because he also noticed the word transparency being used a lot to pick at people and divert other people to agree with them and wanted to reiterate his feeling of being disrespected.

Comment by (Terri Bayles): made a comment on the link saying that she went on to Casio's dashboard that lists all the best projects in Humboldt County. All of the projects, commercial, residential and utility, are only 18 megawatts for the entire county and asked the council to consider that residential doesn't even compare. Terri clarified that she went to the water and pump station that services Blue Lake which is right on the river, backs up against the hillside and is on a platform 15 feet in the air.

Comment by (Aaron McClure): explains the background behind the name Powers, which is used a lot in Blue Lake is the name of her great-grandfather David Powers, so Aaron would like the council to consider changing the name of Powers Creek to David Powers Creek instead of something we don't know how to speak.



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Comment by (?): speaker is confused as to why the city would sell an asset to an outside company that has no interest in generations and decades of assets for our community that could provide power to this city. With no guarantee that the energy will be renewable, no guarantee they will dismantle the area, no guarantee they will clean it up.

Comment by (Maria Mahagan): encourages the council to have another town hall informational meeting about the best project and the housing development on Taylor Way. Maria expresses that more information is valuable to keeping peace and communicating well with each other instead of spreading rumors.

Comment by (Rebecca Collins): pointed out that the February 12th meeting agenda packet has been removed and she found it very upsetting. Rebecca said she was told the packet of information was moved to a different location on the website, but she doesn't think it is appropriate for public information to be either removed or put elsewhere.

Comment by (Beckie Thornton): asked the zoom host to unlock the meeting, as 9 people were locked out who are trying to attend. Beckie explains that she was able to stay in but was left in the waiting room when some of the others got logged out and were trying to log back in.

CITY CLERK DUTIES AND POSITION RECRUITMENT: [18:29 Part 2]

City Manager Amanda Mager reports that the Council appointed Council Member Michelle Lewis-Lusso and Council Member Kat Napier to an ad hoc committee to which draft job descriptions, draft recruitment budget, and her recommendation for hiring a city clerk. This item is before the council to provide direction to staff.

Mayor John Sawatzky asked for the ad hoc committee's recommendation.

Council Member Michelle Lewis-Lusso reports the situation background, assessment and the recommendations for prioritizing were adjusted with communication back and forth between Council Member Michelle Lewis-Lusso and City Manager Amanda Mager. We prioritized a couple of items in the description of the city clerk duties one of which was the city clerk serves as the liaison between the public and the city council by disseminating information in person through correspondence, the city website and social media outlets. The other recommendation relayed was to move forward immediately whether that be a temporary position or recruitment of a full-time position. Adjustments in the job description duties will be made according to part-time wage vs full-time salary wage.

Council Member Kat Napier further reports the ad hoc's assessment is that the absence of a dedicated city clerk may impact the city's administrative efficiency and internal oversight. Without a designated clerk, essential functions including public records management, meeting coordination and regulatory compliance may be dispersed among other staff members, potentially affecting service delivery. This vacancy coincides with the transition of other key administrative personnel requiring the city to rely significantly on contracted services for legal, engineering, planning and financial



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functions. The recommendations for the council are to prioritize the recruitment of a city clerk and review and update the city clerk's job description. The need for a city clerk goes well beyond transcription and providing provision of records. We recommend that the council work with staff to assess and revise the duties and job description of the city clerk to reflect current needs, to provide any proposed revisions for staff input and collaboration and to expect that the city clerk responsibilities currently managed by various administrative personnel will be consolidated into a full-time city clerk position. The agenda packet includes the current job description and duties. We also have relevant ordinances and resolutions which state very clearly that the appointed positions of a city clerk, the treasurer and the city attorney fall under the city councils' jurisdiction, and we are seeking to maintain the Integrity of the position. In 2020 a resolution was adopted that gave all of the powers, authorities, and responsibilities of the city clerk to the city manager. So, now we have a city manager who is also a city clerk; but it becomes an incredible challenge for one individual to do all of those tasks which create an unfair burden, and it also doesn't address a need for separation of power. A city clerk can provide services to the public in a manner that should be unbiased, accessible and accountable for records; for instance, if individuals have a complaint, the city clerk can take that complaint, log it, register it, disseminate it to the city manager to disperse this to the appropriate people to workshop it and resolve it. The city clerk can then record its status and follow up, developing a tracking system, which will improve accountability and service for our residents. After comparing our reference sources with the current situation, the council needs to review the existing job descriptions and duties, relevant ordinances and resolutions, as well as the written policies and procedures. Furthermore, an adjustment of compensation should be considered as needed. We recommend initiating an external recruitment process that targets qualified candidates through external resources and job platforms such as Indeed, local staffing agencies, and recruitment firms as required. It is essential for the council to establish a clear selection process by outlining expectations for reviewing, processing, and presenting applications to ensure a structured and transparent hiring procedure. Additionally, determination of whether the position will be salaried or hourly, including the number of hours, must be addressed. Lastly, in light of resolution 1153, which consolidated the city clerk position with the city manager role, we strongly encourage the council to consider rescinding or otherwise revoking resolution 1153 to separate these two positions. Thank you, this concludes the findings of the ad hoc committee.

Mayor Pro Tem Elise Scafani, ask City Attorney Ryan Plotz to explain the process for rescinding resolution 1153? Do we need to create another resolution to accomplish this?

City Attorney Ryan Plotz stated that to rescind a resolution, a new resolution must be adopted by reference. This cannot be done tonight but can be considered at a future meeting alongside the appointment of the new city clerk to ensure no gap in duties.

City Manager Amanda Mager suggest an investigation is needed as she remembers the previous



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council did appoint a new city clerk, so they did take formal action, but was unsure if in that action, if they rescinded resolution 1153 or not or if that action acts in the same mechanism.

Mayor Pro Tem Elise Scafani recalls the previous council appointing the city clerk but did not recall separately rescinding Resolution 1153. Unless the action of appointing somehow invalidated it, Mayor Pro Tem Elise Scafani believes Resolution 1153 still stands.

City Attorney Ryan Plotz explains that he doesn't know what was done and will have to look at it. When the council appointed somebody to be a city clerk it could have affected an implied repeal of the resolution that appointed Amanda Mager as both city clerk and city manager. This will need reviewed and clean up if need be.

Mayor John Sawatzky asked would revoking 1153 preclude City Manager Amanda Mager from being the deputy clerk.

City Attorney Ryan Plotz responds that the city requires a city clerk. The city clerk has the authority to appoint deputies. Without somebody holding the position of city clerk, you are without someone to fulfill the statutory and municipal code functions of the role.

Council Member Kat Napier wanted to comment that in the past what has happened is the city clerk position had been {inaudible} and appointed by the council {inaudible} and through changes in staff and changes {inaudible} idea of how we could best use staff and manage staff, however it then became that the city clerk is proposed to be the financial director. The problem becomes that we end up having a city clerk that is under the city manager. We are a very small town we have some pretty good resources; this is not a matter of City Manager Amanda Mager's integrity, but we should not have a system that inherently wounds itself to some kind of {inaudible} It is clear in our ordinances the intent and also expresses {inaudible}. This isn't a position where it should be a battle between the two positions, but another resource for the city manager, but separate and where they both would report to the city council.

Member Michelle Lewis-Lusso asks City Manager Amanda Mager if staff are looking for direction as far as action on this to go ahead and move forward with the recruitment or how are we doing with that process.

City Manager Amanda Mager seeks the council's direction on recruiting for the city clerk position. As the hiring authority, she can recruit a city clerk, but the Council must appoint them. This has made it challenging to retain clerks, as combining clerk duties with administrative tasks has proven ineffective. Our office needs have grown, requiring advanced accounting and administrative functions. Previous clerks excel at administrative tasks but struggle to manage both roles. There isn't enough work for a full-time clerk, which is why contracting someone for clerk duties may be more suitable.

Member Michelle Lewis-Lusso feels the title is misnamed and the city clerk actually is a position that needs to be elevated to a supervisorial level supervising the other admin assistant. We vision this



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position could serve as a buffer for public input concerns which would free the city manager up to give more attention to city matters so, while I understand that you're {inaudible from 37:06 to 38:22} Council Member Kat Napier follows up with Ordinances Chapter 2.12.070 – Powers and Duties of City Manager: Authority over employees; shall be the duty of the city manager and he and she shall have the authority to control order and give directions to All heads of departments and to subordinate official officers and employees of the city under his or her jurisdiction through their department heads with the exception of the appointed positions of city clerk Treasurer and City attorney power of appointment and removal it shall be the duty of the city manager to and he or she shall appoint remove promote and demote any and all officers and employees of the city of Blue Lake subject to all applicable Personnel ordinances rules and regulations with the exception of the appointed positions of city clerk Treasurer and City attorney I think that this ordinance is making it really clear to have separate from the city manager a direct line for the people to the city council and I do see that by having the city clerk position the duties dispersed among several people then one could say that there's not enough full-time work for them but to reconstitute that position and maybe even elevate the position I think it's more appropriate to the needs of the city and to the public.

Mayor Pro Tem Elise Scafani agrees with the logic presented and I too feel it is important {inaudible} over other administrative towns so that they are not able to prioritize the work of the council and the work of government, which I feel is critical, critical in building trust with our community.

City Manager Amanda Mager understands the logic and asks for clarification as she is not sure how it would work with an actual day-to-day workload, and wonders what the higher level person will be doing.

Council Member Kat Napier responded that our second finding is that we would work together as a council and city manager to hash out what those duties could be. I think a good starting place would be identifying all of the duties that are currently scattered amongst the different administrative staff and bring those forward and then together we can work, whether it's as an ad hoc or with the full Council, or as a workshop to take a look at those together and see what might work best.

Council Member Michelle Lewis said that in addition to being the liaison between the public and the city, the supervisorial duties and oversight of some of the other administrative work; i.e. the agenda packet, website update, communication forums, and formats that might be a little more accessible to our public as far as updates on what's going on and projects that are happening. We could get really creative with it. Looking at the at the job description, it seems that there would be some even in an off election year because I know that that's very busy um time but anyway those would be just a few of the things that I had ideas about that would take things off of your plate and your responsibilities for posting things on what's Happening and preparing the packets and ensuring that there is clear communication between the public and the council.

City Manager Amanda Mager is concerned that the level of work is 20 hours a month. The rest of our



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front office staff, they're not just administrative, they're Financial, they are overseen by finance manager, which is a critical role that needs to be maintained because their real important function is accounts receivable, accounts payable, and payroll, and that's where they need a finance manager to oversee those functions. I would love someone to help me, and I'm probably the only one, even though we have all these managers and supervisors and program managers, I'm probably the only one that doesn't have actually someone to help them with their work. I do not see that I have enough work for a full-time person who's just focused on clerk duties, but if there was some ability to encompass more.

Council Member Michelle Lewis suggest maybe we can look at a hybrid option but, in the meantime, do you need anything from us to immediately recruit somebody to relieve you of what is happening right now.

City Manager Amanda Mager answers I think clear direction on which way to go. City Manager Amanda Mager feels strongly that we need to get a temporary person from a temporary agency to help with the specific duties of meeting prep and minutes until we can figure out another option for a position and suggest perhaps a hybrid position or contract position.

Council Member Kat Napier explains separation of powers is needed and is really important to protect the institution of the city. We have a contracted Attorney and a Financial Manager, and they can assist with administrative staff but that's more of an oversight than any form of separation of powers or checks and balances. We don't have an appointed Treasurer or City Clerk, and these are some of the frameworks that makes a healthy functioning institution. We are accountable for the administration and providing services to the public which comes through the position the city clerk and recommend to the city council to direct the city manager to provide a list of those duties that are currently dispersed amongst other staff that would be appropriate to the city clerk, we can work together on developing what this job description would be because city clerk under administrative direction reporting to the city manager which is not the intent of our ordinances.

City Manager Amanda Mager reiterated that she just needs someone to do the city clerk duties and explains she is six meetings behind on the minutes, she is doing all the preparation of the Agenda and hearing packet and has been asking for this for months.

Council Member Kat Napier reminded City Manager Amanda Mager that council authorize several months ago that you could get transcription service and that council would follow up with these job description duties but it is problematic that in the policy handbook and then again in the job descriptions that are provided the city clerk reports to you, City Manager and that isn't the appropriate structure

City Attorney Ryan Plotz said that that's a council adopted policy manual.

Council Member Kat Napier understands, but these were edits made by this city manager, as they're doing their policy handbook update.



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City Attorney Ryan Plotz says one thing to think about as you shape this position is who does manage the day-to-day supervision of the city clerk. The council, as a five-member body, is not well suited to supervise somebody's day-to-day, especially a new employee, and it's very common throughout almost all cities that don't have an elected city clerk that they do, to a certain extent, report to the city manager. They have independent duties, they have statutory duties, they're bonded, they take an oath, but most of the day-to-day function flows through the city manager. I don't foresee a situation where we have a city clerk that isn't managed in any capacity by the city manager and solely reports to the council. I just don't know how you will bring in a new employee and manage that employees day-to-day as a five-member body that meets once a month. So, think about that as you draft how you want this position to be but at a certain level that person who's probably going to be an inexperienced new employee needs daily supervision and if not the city manager, then who.

Mayor Pro Tem Elise Scafani suggested moving forward with the recruitment for a city clerk and make that recruitment be part-time or possibly full-time recruitment. The rationale behind that is that there could be somebody in our community or not far away who has the skill set to perform as a city clerk and maybe they're retired or semi-retired and they absolutely don't want to work full-time and by making this a full-time job we're excluding that pool of candidates who might just slip right in and be a perfect fit. If we don't have enough duties for a full-time job maybe we have just exactly the right number of duties for a part-time job which leaves people, the flexibility to come here in the evenings and sit here with us till midnight.

Council Member Michelle Lewis-Lusso says before we recruit for the position of a city clerk we need to be crystal clear about what the position entails and what the job description describes, in the meantime, we really need to get some relief for Mandy, so I propose if we do move forward with recruiting for city clerk in addition, we seek out somebody temporary who can help her note taking duties.

Council Member Christopher G. Firor agrees wholeheartedly {inaudible}.

Mayor Pro Tem Elise Scafani thinks we can do both simultaneously.

PUBLIC COMMENT: [55:05 Part 2]

Comment by (Dave Ponte): regarding the ad hoc committee report, on the assessment, second paragraph, to paraphrase, the key administrative personnel require the city to rely significantly on contract services as a consequence of the loss of the clerk. I don't know how long Ryan has been legal counsel, and there was a debate with Council Member Kat Napier and City Manager Amanda Mager about the financial functions but interestingly, looking at engineering and planning, which as far as I know have both been provided by SHN long before there was ever any problem with a clerk and I've always questioned that circumstance. It seems SHN has some sort of undue influence in this community, they always seem to be responsible for everything



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done in terms of City programs, streets, parks and everything so exactly how the loss of the clerk influences how the city determines how their engineering and planning is done. Comment by (Rebecca Collins): The city clerk position is distinct and should not be conflated with that of an administrative assistant or assistant to the city manager. City clerks have specific responsibilities, including attending meetings to ensure compliance with the Brown Act, holding notary certification to notarize documents, and being present during all office hours. The current contract does not appear to fully reflect these duties. In the absence of city ordinances defining the city clerk's job description, state law must serve as the guiding standard. It is essential to codify the duties of the city clerk in accordance with state laws, given the lack of a local ordinance. The roles of city clerk, treasurer, and city manager together provide balance within the city's administrative structure. Granting the city manager complete authority over the city clerk's role raises significant concerns regarding checks and balances. Additionally, I noted that the budget synopsis proposes an annual salary of \$6,400 for the city clerk position, which is considerably lower than the typical compensation—often around \$70,000 per year—for qualified professionals in this field. It is crucial to appoint individuals with proper training and credentials directly into the city clerk position, rather than hiring administrative assistants and expecting them to take on this specialized role. To ensure legal compliance and effective governance, I recommend referencing the relevant statutes that outline the proper duties of the city clerk. While it may be possible to pass an ordinance reallocating some responsibilities and providing support, simply reclassifying the city clerk role as an administrative position is neither appropriate nor advisable.

Comment by (Terri Bayles): I would like to acknowledge the significant efforts of the council, the ad hoc committee, and all others involved in this matter. Having been a resident of Blue Lake for 45 years, I have always appreciated the presence and support of the city clerk whenever I needed assistance at City Hall. The role of the city clerk is both demanding and crucial. The city clerk not only oversees our elections but is also required by government code to be knowledgeable about the Brown Act, ensuring compliance and advising if there are any violations. According to our ordinance, the city clerk works closely with the city manager and council members to maintain adherence to the Brown Act. Moreover, the city clerk is responsible for supporting the council, including preparing meeting minutes, attending public hearings, and handling other essential duties, all of which require considerable time. Managing and maintaining public records is another vital responsibility; accurate record-keeping ensures transparency and accessibility, allowing anyone to review past decisions or request information as needed. Requests for public records are handled diligently by the city clerk, who must be available during office hours to assist with inquiries and ensure proper access. Given the importance and complexity of these tasks, it is imperative that the city clerk receives



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adequate compensation and opportunities for ongoing professional development.

Organizations such as the California City Clerks Association offer extensive training and webinars, and it may be beneficial to allocate time during the workday for the city clerk to pursue these resources to fully support their essential role.

Comment by (Julie Christi): It would be beneficial for the council to recognize the value of an effective clerk, particularly in maintaining thorough records and facilitating easy access to archived materials. This has been a topic of ongoing discussion since 2021, with input from both staff and the public. A comprehensive review of these dialogues could prove highly constructive. Recently, I have encouraged local college graduates, several of whom are employed at Murphy's Market, to consider this position, and they have expressed great enthusiasm for such an opportunity. As the role continues to evolve and may require additional responsibilities, it seems that minute-taking remains a pressing priority. Previously, I volunteered to assist with minutes, especially as Justin has been recording meetings, and I remain willing to support this task given my experience with various organizations. Moving forward, I recommend we continue to adhere to our current ordinance, while remaining open to revisiting its provisions if necessary. Ensuring a clear division of responsibilities—particularly concerning recordkeeping—is essential for effective operations. There are capable individuals in our community interested in part-time work taking minutes. Should you need assistance, please feel free to contact me; I am happy to help as my schedule allows.

Comment by (Beckie Thornton Raygoza): I would like to express my appreciation to Council Member Kat Napier for her earlier remarks. I had a similar interpretation of the ordinance two years ago when I learned that the roles of city clerk and city manager were consolidated. I also wish to thank Rebecca Collins and Terre Bayles for highlighting key points from the ordinance and thank council for initiating the motion to appoint a dedicated city clerk. It is important to keep these positions separate to ensure effective governance.

Mayor John Sawatzky brings it back to the council for a vote or an amendment to the motion.

City Attorney Ryan Plotz states that a law was enacted in 2022 which requires employers in California with 15 or more employees to include a salary range on any job posting. Our organization may or may not meet this threshold depending on the number of seasonal employees. However, it is advisable to provide guidance regarding the salary range for both full-time and part-time positions to ensure compliance and facilitate the job posting process. I recommend that this matter be discussed further. Mayor Pro Tem Elise Scafani confirms with City Manager Amanda Mager that we do have a salary range position and asks City Attorney Ryan Plotz if he is suggesting we have two different salary ranges for part-time or full-time.

City Attorney Ryan Plotz clarifies, I guess it depends if it is an hourly rate then no, if it is you know an



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annual rate then yes, but my point was more do you want to revisit that before you post it to make sure that it is current and competitive with the market.

Mayor Pro Tem Elise Scafani believes it was recently adjusted okay so it should be current and if we float the job and we don't get any interest or we learn in the process that we're not offering enough then we can make those adjustments but I think I mean I'd love to see this job posting in all the places it would go by the end of the week. I don't see any reason to hang on to this any longer if we can help it. Mayor Pro Tem Elise Scafani doesn't believe we need to amend the motion, she believes that the city clerk position has a salary that has been recently adjusted and so the job can be posted with that salary range included.

Council Member Kat Napier {1:08:33 Part 2}{Inaudible}

Mayor Pro Tem Elise Scafani asked City Manager Amanda Mager if she could get that posted by the end of the week.

City Manager Amanda Mager responded I absolutely will get it posted, we have a job description I mean I feel like we have everything um I think there's enough in this job description that it can come back to council and you guys can kind of massage duties and you know maybe it would be helpful at some point for us to sit down and talk about our staffing just what our staff does every day and what duties they have and so that everyone has a better feel for you know just what that workload looks like and kind of those skill sets.

Council Member Kat Napier asked City Manager Amanda Mager to include the line "other duties as a signed" to allow some preparation on their end that we are still building out the position.

Motion: [54:02 Part 2] To authorize the City Manager Amanda Mager to begin recruitment immediately for a part-time to full-time city clerk leaving that status open and to reflect whatever fine-tuning of the job description that the ad hoc committee would do and simultaneously to be looking into staff to find somebody to come in on a temporary basis and relieve City Manager Amanda Mager of all these backlog duties.

Motion by: Mayor Pro Tem Elise Scafani

Second by: Council Member Michelle Lewis-Lusso

Motion Summary: [1:08:54 Part 2] Consensus (5/0)

COUNCIL CORRESPONDENCE: [1:09:54 Part 2]

Mayor Pro Tem Elise Scafani says we received the packet of council correspondence, but I don't think we need to read any of them tonight.



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CLOSED SESSION:

a) Conference with Real Property Negotiators

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

b) Conference with Labor Negotiators

Agency Representatives: John Sawatzky, Mayor; Ryan Plotz, City Attorney

Unrepresented Employee: Amanda Mager, City Manager

PUBLIC COMMENT: [1:10:26 Part 2]

Mayor Pro Tem Elise Scafani asks if anyone has any comments on either of the closed session items. Public comment for the two closed session items; the real property negotiations related to the water tank lease and the City manager's contract.

Comment by (Glen Bernald): I've worked as a public works superintendent for nearly 15 years, experiencing two city managers. City Manager Amanda Mager supports me and allows me to do my job, unlike my first manager who micromanaged and disrupted workflow by interfering with my team's tasks. Mandy collaborates when issues arise, trusts staff and understands our city's needs. I fully support her leadership.

Comment by (?): {inaudible} Humboldt County is known for its diverse culture, and I prefer to mind my own business rather than judge others. Lately, I've noticed a lot of negativity and rumors on social media that don't reflect the caring community we claim to be. Personally, as a small business owner, I've always had positive experiences with the city manager, Mandy, and city workers—no conflicts or issues. I'm not involved in politics, but I'm here because I feel strongly about this issue. I hope you reconsider renewing her contract, as I haven't seen any evidence supporting the negative rumors.

Comment by (Aaron McClure): Last November, the city council was replaced because residents wanted change. Whether or not you renew the contract, I hope we don't end up with the best project and the Danco project but lose a water tank. There are many factors to consider—please make your decision carefully.

Comment by (John Bartholomew): It's critically important to have an Engaged dynamic city manager {inaudible} Thank you for your service.

Comment by (Julie Christi): Julie provided feedback on item b, Conference with Labor Negotiators. She reiterated that her perspectives have consistently been grounded in performance rather than personal considerations. Julie expressed concern about a potential conflict of interest when these two aspects are combined and emphasized the importance of addressing them separately during deliberations. I do have a clarifying question, if you guys make a decision or action will you be reporting back after the closed session and if so, are we



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able to be put on hold again on Zoom?

Comment by (Vanessa Graham): During the discussion about the renewal of City Manager Amanda Mager's contract, many of the comments have focused on personal experiences and viewpoints. It is important to consider that the role of a city manager requires professionalism in all interactions and decisions based on what is best for the City of Blue Lake. I have observed both positive and less professional moments from City Manager Amanda Mager. For example, she has contributed through volunteering with the fire department and offering help in various ways. However, there have also been instances where public interactions did not meet a standard of professionalism expected for the position. The city manager should be able to engage with all community members, demonstrating validation and respect regardless of differences in opinion or direction for the city. While it is understandable that recent issues, such as the battery facility plant, have led to disagreements within the community, it is important for the city manager to channel her passion and commitment in a manner that is inclusive and professional. Constructive criticism can serve to guide improvement rather than be seen as personal attacks. In summary, my position is not strictly for or against contract renewal but is focused on promoting unity, openness, and a welcoming and professional image for the city and its leadership.

Comment by (Becky Thorton): I support Juliana's comments, and I also agree with Vanessa's points. I encourage a review of the contract, as our concerns are based on careful research rather than speculation. As H mentioned, we are committed to thorough fact-finding, not motivated by negativity or hostility. Please consider these points thoughtfully. We have confidence in your capabilities as a council and look forward to positive outcomes.

Comment by (Angela): Thank you for taking my call. I appreciate the opportunity to participate in these meetings and have noticed how attentively you listen to our concerns. I am especially grateful for your decision to separate the roles of city clerk and manager, as well as for the thorough research you are conducting. Your efforts are truly appreciated.

Motion: [54:02 Part 2] To go into closed session.

Motion by: Council Member Kat Napier

Second by: Council Member Michelle Lewis-Lusso

Motion Summary: [1:25:11 Part 2] Consensus (5/0)

REPORT OUT OF CLOSED SESSION:

City Attorney Ryan Plotz reports no reportable action was taken on item three, Conference with Real Property Negotiators. No reportable action was taken with respect to the performance evaluation. With respect to the labor negotiations the council voted unanimously to approve a First Amendment



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to the city manager's employment agreement, the material terms of which I will describe under the first item of this Open Session as well as ask the council to ratify that vote in Open Session as required by the government code.

CONSIDER APPROVAL OF FIRST AMENDMENT TO CITY MANAGER AGREEMENT: [1:21 Part 3]

City Attorney Ryan Plotz reported that the first amendment to the city manager employment agreement has the following material terms. The parties, the council, and the city manager have agreed to extend the term of the existing agreement which expires on March 13, 2025. The extended term would commence on March 14, 2025, and run through and including February 28, 2026, unless sooner terminated in accordance with the amendment. During the extended term, the city manager's salary will increase to \$90,000 per year payable in the normal payroll practices of the city. There are some additional termination provisions that are built into this first amendment that extend beyond what's in the existing agreement. First, there is a mutual right of termination on or before July 31, 2025, this can be done without cause by providing notice of the election to terminate to the other party on or before July 31, 2025, in the event that notice is given, the notice termination date would be effective 90 days after the notice is given. So, in other words, it's a 90day notice of election to terminate, which can be given with or without cause by either party on or before July 31, 2025. After July 31, 2025, either party may terminate without cause and without advanced notice. The city manager retains the ability to terminate the agreement with 90-day notice prior to July 31, 2025, and without notice after August 1, 2025. The agreement specifies that in the event of resignation: In the event that the city council elects to terminate prior to July 31, 2025, the severance that is otherwise provided in the municipal code will not be available. If the city council decides to terminate on or after August 1, 2025, then the severance that's built into the existing ordinance is available to the city manager. The agreement also specifies that performance evaluations will be done twice a year. The first will occur during the months of February and or March and the second performance evaluation will occur during the months of July and or August. As part of the evaluation the city council will use goals, priorities, and objectives established pursuant to section 11 of the original agreement and additional criteria as may be determined by the council. The city manager will also be asked to prepare a written self-evaluation of goals and objectives as well as any additional criteria that the council elects and that the city council will provide the manager with a written summary of the performance evaluation as soon as practical after the conclusion of the evaluation. The amendment also has other standard terms and conditions that are not considered material. Once the amendment is signed it will be publicly available as a public record available for inspection.

PUBLIC COMMENT: [5:37 Part 3]

Comment by (Julie Christi): I just want to thank everybody for their time for deliberation and



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your motion sounds appropriate at the time being and we look forward to the updates and further sessions of deliberation.

Motion: [6:32 Part 3] to approve the city manager's contract as described.

Motion by: Council Member Kat Napier

Second by: Council Member Christopher G. Firor

Motion Summary: Consensus (5/0)

ADJOURNMENT: [6:49 Part 3]

Motion: to adjourn the March 11, 2025, meeting of the Blue Lake City Council.

Motion by: Council Member Christopher G. Firor

Second by: Mayor Pro Tem Elise Scafani

Motion Summary: Consensus (5/0)

Laura McClenagan
Deputy Clerk,
Blue Lake, California



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CALL TO ORDER: Mayor John Sawatzky called the meeting to order at 5:32 p.m.

ESTABLISH A QUORUM OF THE COUNCIL [0:26 Part 1]

COUNCILMEMBERS PRESENT: Mayor John Sawatzky, Council Member Michelle Lewis-Lusso, Council Member Kat Napier with Mayor Pro Tem Elise Scafani arriving at 5:37

COUNCILMEMBERS ABSENT:

STAFF PRESENT: Acting City Manager Dani Burkhart, City Attorney Russ Gains and Videographer Justin Goad <https://www.youtube.com/@BLCNews95525>

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL: [0:42 Part 1]

Motion: to approve the agenda

Motion by: Council Member Kat Napier

Second by: Council Member Michelle Lewis-Lusso

Public Comment: None Received

Motion Summary: Consensus (3/0)

PUBLIC COMMENT ON CLOSED SESSION ITEMS: [1:20 Part 1]

Comment by (Adelene Jones): I had an issue with this meeting being scheduled at 5:30, and often people are not informed about the new time. However, I cannot comment on your first closed session as I am unaware of the details. Regarding the second closed session, I support the battery storage proposal. I know of at least two individuals in Blue Lake who have these systems on their properties, and Steve Coleman, former Blue Lake council member, has informed me that there are many more in the area. My primary concern is the demolition of the old power plant, which poses a significant safety risk. I have mentioned this before; it has already led to one unfortunate incident. As summer progresses, more people will visit the river and use the Powers Creek District trail. It is essential to remove this dangerous structure as soon as possible.

Comment by (Elissa Rosado): It is my understanding that public comment is allowed on any topic, so I would like to address this matter. We just pledged allegiance to the flag, and the First Amendment guarantees free speech. Today, it seems there was an attempt to restrict free speech, which I wish to clarify. A special permit is not required to stand on the plaza and gather signatures. I can lawfully stand at the courthouse and protest as much as I want, whether I have a clipboard or a tent. Please consult your lawyer regarding this issue. We will be on the plaza every day from 2 to 6, gathering signatures.



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Our right to free speech cannot be suppressed, and we will inform others about today's events. We will continue our activities on the plaza, as no special event permit is required for us to do so.

Comment by (Rebecca Collins): I'm not opposed to the battery storage project, but I disagree with the comparison to small household systems. This project is significantly larger—125 megawatts at least, originally proposed at 300 megawatts. It's unlike any existing battery storage in Humboldt County. Our levee hasn't been certified since 2019, is full of trees, has burrows, and needs upgrading. Placing a large battery storage facility next to an uncertified levee is dangerous for nearby residents and comparing it to small household systems is misleading.

Comment by (Alex): I didn't intend to speak tonight, but an incident has compelled me to do so now. The city attorney declined to address the First Amendment issue raised by the previous speaker. My understanding is that he plans to discuss it in a closed session rather than publicly. I request that this matter be included in the agenda if that is the case. Furthermore, I am astonished that any attorney would suggest that a First Amendment issue should be deliberated in a closed session.

Comment by (Ingrid Kasic): I wanted to know if there will be council representation at this meeting tonight with power transitions.

Mayor John Sawatzky confirmed there will be council representation.

Comment by (Julie Christie): I advise our council to seek legal assistance during this challenging time. Regarding power transitions, such as the bike park and restoration projects, we need additional conditions and studies. Take your time with negotiations; we have until September. Gather all necessary information and ensure a thorough proposal that includes connectivity and clean-up conditions. The public will appreciate a comprehensive plan. Additionally, consider holding a town hall meeting before discussing and taking action on the proposal.

Comment by (Lori Ponte): Asked if closed session number 4-1 related to tomorrow's closed session item 5?

Mayor John Sawatzky confirmed the items were two completely different sessions.

Comment by (Dennis Whitcomb): thinks we should have another town hall meeting.

Comment by (Linda Cooley): I would like to support Julie's suggestion to obtain an additional external legal opinion on these matters. Given the changes in council members and city managers, it may be beneficial to seek a different perspective from a new legal counsel. It appears that there are multiple issues where we either lack complete information or have received incorrect information.



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CLOSED SESSION ITEMS: [11:59 Part 1]

Motion: to move into closed session.

Motion by: Mayor Pro Tem Elise Scafani

Second by: Council Member Kat Napier

Motion Summary: Consensus (4/0)

REPORT OUT OF CLOSED SESSION: [0:01 Part 2] (7:15 p.m.)

Mayor John Sawatzky

Reports out of closed session;

Item 4-1 No reportable action taken.

Item 4-2 A motion was made by Council Member Kat Napier and seconded by Mayor Pro Tem Elise Scafani that due to Power Transitions LLC not being shortlisted by RCEA the council voted 4 to 0 to terminate the city's exclusive negotiating agreement with Power Transitions LLC and directed staff to take the necessary actions to complete the termination.

ADJOURNMENT:

Motion: to adjourn the meeting at 7:18 p.m.

Motion by: Mayor Pro Tem Elise Scafani

Second by: Council Member Michelle Lewis-Lusso

Motion Summary: Consensus (4/0)

Laura McClenagan

Deputy Clerk, City of Blue Lake



Blue Lake City Council Minutes

Tuesday, June 24, 2025 ~ 6:30 p.m. ~Regular Council Meeting
Skinner Store Building ~ 111 Greenwood Rd., Blue Lake ~ Behind City Hall

CALL TO ORDER: Mayor John Sawatzky called the meeting to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE: [0:07 Part 1]

ESTABLISH A QUORUM OF THE COUNCIL: [0:23 Part 1]

COUNCILMEMBERS PRESENT: Mayor John Sawatzky, Mayor Pro Tem Elise Scafani, Council Member Michelle Lewis-Lusso, Council Member Kat Napier

COUNCILMEMBERS ABSENT:

STAFF PRESENT: Acting City Manager Dani Burkhart, City Attorney Ryan Plotz, Planner Gary Rees, Deputy Clerk Laura McClenagan and Videographer Justin Goad

<https://www.youtube.com/@BLCNews95525>

APPROVAL OF THE AGENDA: [0:07 Part 1]

Motion: [0:43 Part 1] To approve the agenda.

Motion by: Council Member Kat Napier

Second by: Council Member Michelle Lewis-Lusso,

Motion Summary: Consensus (4/0)

MATTERS TIME-CERTAIN: [0:58 Part 1] 6:40 p.m. Receive Presentation from Eric Keller-Heckman of Humboldt Waste Management Authority (HWMA)

Council Member Michelle Lewis-Lusso, I serve on the Humboldt Waste Management Authority committee, where Eric holds the position of Director. I have requested that he provides Blue Lake with an update regarding current developments at the Humboldt Waste Management Authority and deliver a formal presentation to us tonight.

Eric Keller-Heckman, Thank you very much, Council. I sincerely appreciate the opportunity to speak with you today. As previously mentioned, my name is Eric Keller-Heckman, and I serve as the Executive Director of the Humble Waste Management Authority, where Blue Lake is one of our member agencies.

Presentation given. [2:37 Part 1]

Council Member Michelle Lewis-Lusso asked what are some legislation actions or issues that we should be aware of as citizens residents of Blue Lake.

Eric Keller-Heckman I'll speak mainly to solid waste, obviously, and waste as a whole. A couple of ones that have benefited you in the past: there's been legislation that has mandatory requirements for individuals who create sharps and shell sharps to pay the cost of that program to take that material back. Prior to that legislation being passed, the authority footed the bill for the majority of sharps containers and sharps disposal in the county. That's



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obviously been a reduction in cost, which means a reduction in our costs, which, at the end of the day, means a reduction in your per-can costs. Some other upcoming ones that are going to be important: AB341 is mandatory commercial recycling, so you're going to have to roll out mandatory commercial recycling to all of your commercial entities. AB1826 is mandatory organics collection. And then the big one, right now, that the larger jurisdictions are working on is SB1383, which is a short-lived climate pollutant bill, but the majority of it is targeted towards food waste collection. So, you guys have a little bit—the City of Blue Lake has a little bit—of a reprieve on some of these. You're not going to be required until at least 2027 to comply, especially with SB1383. But these, at some point, will come down across the state to all jurisdictions, whether they have a waiver or not. That's currently what you guys have; you have a low population density waiver. What that's going to mean is incurred and increased costs generally across the board. Material is going to have to be picked up more regularly; there are going to have to be services that are offered to be picked up more regularly. Trash, recycling, and organics cans will be mandatory at not only all of your residences but commercial businesses as well. So that is a big change from what a lot of the smaller jurisdictions have now.

Mayor Pro Tem Elise Scafani, So, when you say "mandatory," does it mean exactly that everybody has to subscribe to curbside pickup?

Eric Keller-Heckman, that's correct. So, there will come a time when CalRecycle and the State step in, and if you do not have a mandatory ordinance and mandatory collection, they will require you to comply. Very simply, the basis stems from AB 939, which is the original solid waste management bill passed in 1989. Its purpose is to devise a better way to ensure solid waste, recycling, and now organics are handled in the most ethical and environmentally friendly manner.

It doesn't always mean it's the most cost-efficient solution, especially in rural areas like ours, but again, most of these bills are written for the majority of the state, not for outliers. That's why many jurisdictions in this area have been granted waivers—to give us time to catch up, evaluate options, and prepare for compliance.

For example, I had a conversation in the last two weeks with Rio Dell, and last month with Ferndale. Ferndale is looking at passing a mandatory solid waste collection ordinance, which is something they will have to do. Ultimately, all jurisdictions will need to adopt these measures. It just depends on whether you want to address the requirements all at once, or gradually; essentially, whether you want to "eat the whole cake" at once or "slice the pie" and handle it bit by bit. Doing it gradually could make the costs more manageable and allow for a better program rollout, so residents can better understand what's happening and why.

Mayor John Sawatzky So, just to confirm, it's not only city entities that will need to participate;



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all residents of the city will be required to take part as well.

Eric Keller-Heckman, Yes, every resident and every business, every multi-family dwelling, all of these will be required. So, AB 341, the mandatory commercial bill, was really meant as a stepping-stone for the majority of the state. AB 341 was first, and it required, by 2016, that commercial recycling be offered to all your residents and businesses. AB 1826 then moved the goalpost to all organics, not just food waste, but organics like tree trimmings, clippings, and similar materials. Then, SB 1383 ratchets that up again, based on the understanding that jurisdictions would become compliant with the first two bills, and now they're wrapping in food waste as well. The majority of the state, and when these bills are written, the assumption is that you already have mandatory solid waste collection and mandatory commercial recycling. That's why, in rural areas, the cost and the shock of rolling some of these out can be so great.

Council Member Michelle Lewis-Lusso, I wanted to just expand a little bit, or have you expand a little bit, on the transportation and haulers and our options here in the city of Blue Lake. I think that we have one, but there are multiple in the county, is that correct?

Eric Keller-Heckman: So, for anybody that doesn't know: your franchise agreement, your franchise hauler, generally, you have an ordinance that grants the authority to designate someone to collect material inside your jurisdiction boundaries. Normally, you have a contract with them, and that's your franchise hauler. They provide franchise hauling services, which means you have one entity that comes in and provides all the services you need for solid waste, recycling, and now organics handling. That doesn't mean they're the only one in the county, nor does it mean you couldn't, in theory, go out to bid for other entities to provide that service. Generally, that's not done outside of very large areas like Portland or San Francisco. In smaller areas like this, you typically don't have the economies of scale to support multiple franchise haulers, but you can. In speaking with Humboldt Sanitation, which is your current franchise hauler, they are well aware of these requirements. They have been working with the county, which is also required to comply. In fact, the county is already required to comply, so this won't be a new thing for them; it won't be a new conversation when you have it. They are well aware.

Council Member Kat Napier, so, for our local collection, I think we have choices of, I don't know if it was a 26-gallon bin and maybe a 32-gallon bin, for your trash, and then the big blue recycling bin, which is a common size; I think 96. What does that look like for the organics collection? What would it look like for the food collection? And then, kind of as a percentage, based on, let's say it was \$50 a month already just for our trash and recycling, what percentage increase might we see, roughly?

Eric Keller-Heckman, So, I can't speak to the percentage increase, that's something I would be



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more than happy to work on with the City of Blue Lake and your franchise hauler when you come forward for negotiations on that service. Without taking a deep dive into your current franchise contract and then reviewing the new costs that may be incurred, I can't, unfortunately, answer that type of increase. However, what I can say as a baseline is that the majority of the county right now is moving towards 96-gallon totters, with commercial entities able to get front-load bins like one-yard, two-yard, and five-yard containers. There are a couple of reasons for this. First, if you minimize the number or types of bins you have, you minimize overall costs. For example, if Humboldt Sanitation, since they're your hauler, purchases bins for the county, they can also buy bins for other jurisdictions needing to comply and use the same 96-gallon totes across their franchise areas. In theory, this should save everyone money, since they don't have to source different bins for different jurisdictions. As for collections, it's incredibly difficult to estimate, especially since you don't have mandatory collection right now. The outcome will depend on how many stops are needed, how much material you generate, and your specific waste stream. Generally, in Humboldt County, food waste accounts for around 30 to 33% of the waste stream, but that doesn't always play out the same way for residents versus businesses. For example, there's a huge shift in businesses, especially if they're restaurants or food-generating businesses, which really skews the numbers. Your franchise hauler, with help from HWMA, typically reviews the routes and assesses the entities and people who will be serviced. A 96-gallon totter is usually a good fit for residents with yards, since they can also add food waste to their green waste material. That's what will happen for residents: the 96-gallon totter is a catch-all. For businesses, each case will be evaluated individually, looking at their back-of-house operations and the amount of material generated. A tire shop, for instance, won't need a two-yard front-end load container, but a restaurant might. Some businesses may not have room for a front loader, so they'll use two 96-gallon totes serviced twice a week instead of once. All of these solutions will be tailored to the entities being collected from.

PUBLIC COMMENT: [24:29]

Comment by (?): I don't think the mandated version you have put forth to us is a plausible, possible thing. There are too many people who are not going to handle that right now. My son lives next door with his family, and we pay 20 bucks a month, twice a month, to fill up my little truck and go to the Nook yard, or whatever it's called. I heard a couple of my neighbors say they were paying \$110 a month for pickup in Blue Lake. Now, that's astronomical, and it's not feasible for a lot of low-income people, especially. I don't know how else to pursue denouncing this, but I'll be here for the next meeting.



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Comment by (?): I'm just wondering: do you actually separate the two bins? Like, I have garbage and then recycling, and my landlord says that when it gets to the dump, it all goes in the same place. So, do you actually recycle it now?

Eric Keller-Heckman, So, the two bins actually don't go to the same place. Your current recycling goes out to Samoa, BHMA has a contract through Recology of Humboldt to process all curbside-collected recyclable material for our member agencies. Your trash goes to Humboldt Sanitation's yard, with a contract in place for satellite loading agreements for your agency's waste. So, those two trucks, in theory, don't even go to the same place, much less end up mixed together.

Comment by (?): Okay, I'm glad there's going to be a third option, the green.

Comment by (?): I just wondered, in a place that has a lot of agricultural focus and many people practicing permaculture and using worm bins, how does that fit into the mandatory compost, food, and green waste requirements? How do you have both, or can you have both?

Eric Keller-Heckman, So, what's going to happen is your jurisdiction, like the city council, will eventually pass an ordinance, and within that ordinance, they'll describe how this material is handled. If they want to, they can include options for opting out of service if you have another method. For example, if you backyard compost, or take your material to a compost facility, you can have an opt-out option. Many other jurisdictions are doing this, City of Eureka, City of Arcata, those are all options that allow you to subscribe to an alternate service. You can either get a credit on your bill or simply not be charged, depending on the franchise contract and how those services are bundled.

Comment by (Linda Cooley): I just wanted to state that businesses in Blue Lake are currently doing commercial recycling. I have a couple of comments and concerns. The green waste, the fact that we're using fossil fuels to haul that off and, I'm assuming, paying more, is a bit confusing, so, I guess what I'm asking is: are you able to avoid driving the green waste so far? That would make sense in my mind. Also, where would the food compost waste go? I also wanted to point out that for businesses in Blue Lake, with the power and water bills, I think if our garbage rates went up, we might have an issue.

Eric Keller-Heckman, Right now, there's nothing in our County that stays in our County. Trash goes all the way to Dry Creek Landfill in Medford, Oregon, that's a 400-mile round-trip. Our recycling goes to Samoa, but then it goes overseas, it doesn't stay local. 40% of our green waste is composted in county, the other goes either to the Scotia power plant for cogen burning or it goes over to reading for burning. Our HWA's intent



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181 is to not have material go out of the county as much as possible. Solid waste, we can't
182 do anything about, there will not be another landfill permitted within Humboldt County
183 much less within California; environmental regulations will not allow that to happen.
184 Commercial recycling and recycling in general, we don't have enough end use cases to
185 recycle that type of material in the County. Green waste on the other hand, the
186 authority, my staff, myself, my board, believe that we do have the ability to compost
187 that material in County and keep it in County and that's what we're going to be doing
188 hopefully in 3 to 5 years from now. But, for the short-term, for everyone to be able to
189 come into compliance with the law, we're going to be sending it just south for
190 composting.

191 Comment by (Julie Christie): I have statements more than questions. I would like to
192 thank Eric, I watch the Humboldt County Association of Governments, which Council
193 Member Kat Napier sits on. I knew this presentation was coming, and he's going to be
194 going off to the rest of the municipalities. I will say this: congratulations to you all. I bet
195 our council had some of the most inquisitive, constructive questions, so I applaud you.
196 So, going back to organic waste, there are stipulations, there are rural exemptions, and
197 our jurisdiction can apply to CalRecycle for an exemption for the organic waste
198 collection requirements. To apply, we need our governing body to do that, and I'm not
199 sure if that's something that's factual or not. However, I do believe that, just like our
200 carbon sequencing, we are pretty organic-waste-neutral. But again, I think a lot of
201 people have common sense, like me, I recycle and reuse everything as possible. You
202 have neighbors; you hear their roosters, go give them some of your scraps after dinner,
203 great chicken food. I don't think we have an impact that should have these regulations.
204 There are certain other organizations that we can actually reach out to and talk to
205 about these things. I do have to commend our Humboldt Waste Management
206 Authority. They're under a lot of pressure, given the fact that we cannot process a lot of
207 things in California, which is important too. My husband is a Betonorf driver, he does
208 drive what they call hog fuel trips from mills over 299 every day. As we're evolving with
209 carbon emissions and the truck regulations, you guys, they are crippling us to get any
210 trucks still on the road in California. This is going to be a dead-end street pretty soon,
211 unfortunately. I think we just need more proactive involvement outside of this room,
212 and I don't know how anybody would love to facilitate that in the city. We could have
213 community gatherings and stuff like that, where we can discuss these bigger topics and
214 then bring our consolidated ideas back to the council. That would be my suggestion,
215 with a lot of things on the table tonight.

216 Eric Keller-Heckman, just as a point of clarification for the county and for the council,



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you guys are currently under that waiver. The waiver she talked about, SP 1383's compliance was mandatory starting January of 2021. Originally, HWMA and the City of Blue Lake filed for the rural exemption and the small population waiver for you guys with the state, you were not required to comply until January 1 of 2025. A recent bill, that the governor just signed last year, extended to 2027, so you guys are currently in that waiver status right now. January 1, 2027, is the end date that they've set. Whether they pass another bill or work on more legislation that will extend that, we're keeping an eye out. But right now, I don't see anything in the pipeline of legislative bills.

PUBLIC COMMENT ON CLOSED SESSION ITEMS: [34:33 Part 1]

Comment by (Dave Ponte): I'm going to preface my comments on the next agenda item that a community this size has come to this toxic situation based on the performance of a single individual is unconscionable. I'm concerned about the subject of the following closed session regarding Mr. Ricca's allegation that the council violated the Brown Act. Mr. Ricca is in the midst of a movement proselytizing a recall of three sitting members of the city council. Given that Mr. Ricca threatened the life of the current mayor over his vote on the housing element, I believe he has forfeited both any litigation against the city and his seat on the safety council. Physical threats and violence undermine democratic principles. Democracy depends on peaceful participation and the ability to express different viewpoints without the fear of harm. Thank you for the opportunity to address you.

Comment by (Terri Bayles): I also am very concerned about this possible litigation, and the fact that, you know, when we look at all the actions and consider that anybody who steps up to this council is a volunteer in our community, any one of us could end up in that seat, learning the job on the run and in front of everyone else. It seems to me that anyone who might be a commissioner should approach this in a way that supports others. Our city clerk and our city attorney should both serve as the umbrella that protects our city council and all of our actions, because we don't want the costs involved in this. I just think those two people should have been the umbrella to say, "Hey, wait a minute." When I look at this, I don't see a violation of the Brown Act. Everything I've read leads me to disagree with that claim, and I do think it would be helpful for people to act better.

Comment by (Adelene Jones): It is true that this council is a new council, I was new to at one time. One time I was the youngest person on the council and then I became the oldest. Any citizen that sees some sort of malevolence on the part of their city council has the ability to make that known and that is what Alex Ricca has done and some of us



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are going to hear what the outcome of it is, but we need to realize that it's a very serious position that you are in. As Mayor for 12 years, I never once had any litigation against me or the council. So, this is a serious matter, and it deserves a look at, from both our council and our lawyer.

Comment by (Don Bentar): I grew up in Arcata, I lived at 350 Broad Street for about 25 years. I've seen a lot of comings and goings in the council and from what I've read, and I'm not politically astute like a lot of the people in the room, there's no violation of the Brown Act. You need to really pay attention and read it in depth and see what it actually means, especially in a small-town atmosphere like this. The public voted these people in, from what I know of all of them, they're great, the change is good once in a while, there's nothing wrong with that. All this animosity because the powers that be are no longer there is like just sour grapes you know, let's move on, let these people do what they're going to do and we can support them and try to make things better for Blue Lake instead of haggling over a bunch of incidental crap that shouldn't be there anyway. That's what I think.

Comment by (Barbara Russell): thinks we have a lot of opportunities with this council that we didn't have before because they're open to ideas from the community. Nobody even came to meetings back in the day and I think we should stop bullying them and give them a chance and work together, because we all love our city. All this other recall stuff is sucking the oxygen right out of our city, it's really toxic, it's a very bad look and it's sad, it's heartbreaking and I would love to see it stop. Look at the good in each other and come back together and love each other like we should.

Comment by (Rebecca Collins): It is the job of the city clerk to protect this council. It is the job for her or him to advise the council if they're violating the Brown Act and to stop them in a meeting. I've seen Danny do it since she came on board, but I never saw it done before, I never saw the attorney put his hand down and say, "Council stop." Not until things changed. What happened to the city clerk, let's ask that question. We didn't even really have a city clerk, we had somebody who wore two hats and when that person was in this room, she never once advised this council on violating the Brown Act Law.

Comment by (Beckie Thornton Raygoza): I actually want to agree with all the previous speakers; they all did very well except for one. I want to correct Adelene on something; We watched her, and Mandy Mager violate the Brown Act many times. It would take a bunch of hands just to count the number of times; they're all in the videos from 2020 on. This stuff that Alex is bringing up has to do with those violations as we have not seen any violations by this council. That's what I want to say.



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Acting City Manager Dani Burkhart reminded everybody that public comment should be used to make an actual comment on the agenda item we're here to address and not to be used to pick at each other.

Comment by (Julie Christi): Thank you, Danny, I was just going to say the same thing. I'm not here to go "tit for tat", that's not what we're here for tonight. We're on this close session item that I believe is unwarranted. I hold this council to the same standards as the prior councils and I hold our staff to the same standards as our prior staff and I have been holding these standards for many years and yes, I've seen multiple negligence including the applicant tonight, with his complaints. He has also conducted multiple actions and with the same people in the room supporting this they were there in charge at that time and did not reprimand that person. I will say this, I do believe that the rightful decider of this is our attorney, they were in the room, present at all moments, during all the issues, and I feel that you guys with your deliberation with him are going to come to a very easy conclusion this evening.

Motion: [45:43 Part 1] To move into closed session.

Motion by: Mayor Pro Tem Elise Scafani

Second by: Council Member Michelle Lewis-Lusso,

Motion Summary: Consensus (4/0)

REPORT OUT OF CLOSED SESSION/OPEN SESSION: [0:00 Part 2]

City Attorney Ryan Plots reports the following: In closed session to consider potential exposure to litigation, the Council has unanimously voted to direct my office to prepare a written response to Mr. Ricca within the 30-day period provided by law. Based upon my analysis of the alleged violations noted in the cure and correct demand, the Council has directed me to prepare a detailed written response to Mr. Ricca describing why the alleged violations of the Brown lack legal merit and that the City otherwise substantially complied with the law

ADOPT PREVIOUS COUNCIL MEETING MINUTES: [1:03 Part 2]

Council Member Michelle Lewis-Lusso noticed there was a date swap on the heading on one of them.

Acting City Manager Dani Burkhart confirmed, yes, we caught that, I've gotten 15 phone calls today alone about it.

Council Member Michelle Lewis-Lusso, Okay, that's great. First of all, I want to thank Deputy Clerk Laura McClenagan for doing a fantastic job of the minutes. My preference is to



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abbreviate, summarize some of the content of the discussions like that's just for volume sake because these are extremely detailed word by word and it's a little bit much for me to try to absorb. That being said, we had on Tuesday May 19th, the header indicates that it was a regular council meeting, It was special meeting on Wednesday May 21st it indicates that it was a regular council meeting, that was special and then you corrected the header for Tuesday June 10th, but again, this was a special meeting not a regular meeting. So that would need to be adjusted within the content of the minutes. I think that there's a couple of minor name misspellings and variations. I think Mayor Sawatzky is referred to as major in one. I mean this is just typo stuff, and then accessible versus accessible and levee being spelled the other way. Thank you for your very good, detailed attention to detail work, but my preference would be summarizing, something similar to what Arcata is doing with their minutes, summarizing and then when you click on the link for the minutes the video pops up immediately for you to be able to visualize. I know that's a dream, but it makes it work for me, but that's just my preference.

Council Member Kat Napier you will find on that evening when Dave Feral was here, the spelling of his last name is F E R A L just like a cat.

Mayor Pro Tem Elise Scafani I made a bunch of notes for you of names and things like that, but I only was able to do that for the 27th. I didn't have time to look at June 10th, so I will hand you my copies of those, with all that information. I am kind of back and forth on the idea that Council Member Michelle Lewis-Lusso brought up about abbreviating a bit. On the one hand, I'm like "Oh so much of this stuff is so important and it's great that we have all of it." but then it does get a little overwhelming. I don't know how we'll do it or when we'll do it but at some point we'll probably need to find some sort of a happy medium in there but if the rest of the council is agreeable to that but that's just a thought that I had, I mean again, in a lot of respects, I just I love all the detail.

Council Member Kat Napier I wanted to share with you before you were here, we had a similar type of conversation with our attorney who advised that a more streamlined, almost outline approach is preferred. That we will still have the text in the conversation preserved within the video if people want to dive deeper. I don't know if he's still online he could certainly comment on that maybe explain further but I mean wow you got a lot of detail in there and it's great and I think you could parse it down a little.

Council Member Michelle Lewis-Lusso, I think that as we're trying this out, I'm thinking that another, lighter version, a more condensed version of the minutes with reference to the recordings, as long as we're accepting our recordings as being part of the record, that that's sufficing, like discussion about XYZ, if there's anything pertinent, certainly actionable items and voting need to be detailed, but some of the details of the conversations might need to be



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minimized a little bit.

Mayor Pro Tem Elise Scafani I just wanted to say that the timestamps from the videos are great, so even if it's not a linkable thing people can go to find that spot on the video.

PUBLIC COMMENT: [7:11 Part 2]

Comment by (Adelene Jones): I suggested this to Annalie Gonzalez, our last city clerk because she was really frustrated with doing the minutes and one idea, I told her was to simply list the names of all the people who made a public comment. It's really hard to quote people exactly as to what they're saying so I think just a list and then we have it all on video we're all watching the meetings on video. So, that's another thought which would really simplify things.

Comment by (Rebecca Collins): I do agree about trying to find ways to streamline it, the only thing I would be concerned about is that the minutes must be kept in perpetuity. They are our legal record of what happens even through all the years. Technology is getting old, it dies. You can't keep a video if you don't update it all the time; there's going to come a point when you can't access it anymore, so to say that that would be your permanent record of what happens is concerning. Sometimes you do need to look back and say "Wow, was that taken care of? Did anybody look at that issue a long time ago?" Well, fifty people were here and they were all in opposition to this or they were all in favor and that's why our council made the decision they made. Even though I think streamlining is a great idea and not quoting everybody word for word, I think it's important to know when people show up here, what they said, were they in favor, were they in opposition and what our council's kind of overall discussion was.

Council Member Michelle Lewis-Lusso, I just want to say that we used to have more public attendance. I think it's impossible, unless we have like a sign-in sheet, and we're not requiring that, so it may or may not be completely accurate as far as how many people showed up because we're not seeing that reflected.

Comment by (Lynn Glenn): I just wanted to say I agree with what Terri Bayles said. I would be concerned that the video record is to be the legal record of what happened in the meeting for perpetuity. What entity is going to keep that video record up forever. I'm just wondering how that would work, I don't know what entity keeps our video records of the city council meetings now, but I think it is important to make sure that whatever is decided, it's a good record for the future of what happened at the meetings.

Comment by (Julie Christie): I have to appreciate the council's patience with deliberants on our minutes acceptance, we are going kind of outside of the agenda here and having



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discussion which I think, obviously by the input, is warranted to carry this on to another agenda item perhaps in the future, but getting back to the actual agenda item, I would recommend the council make a motion to approve the minutes adjusted as Council Member Michelle Lewis-Lusso suggested with her additions and to hold off the minutes that Elise is sending her notes to and bring those back to accept them. In the past we've gotten huge clumps of minutes. It is super repetitive; you guys have actually had more on your plate lately than anybody dreamt of, so I don't give you any discredit for having a bunch on your table right now, but let's go ahead and motion to approve the ones we can and bring the ones back that still need to be edited.

Mayor Pro Tem Elise Scafani asked if anybody had a chance to look over June 10th. Council Member Kat Napier, I did want to bring this up to you, lines 245 and 246 from the June 10th, meeting wiyot is spelled W I Y O T.

Motion: [45:43 Part 2] To approve the minutes from May 19, 2025, May 21, 2025, May 20, and June 10, 2025, with the corrections noted and the amendments to the names.

Motion by: Council Member Michelle Lewis-Lusso

Second by: Mayor Pro Tem Elise Scafani

Motion Summary: Consensus (4/0)

PUBLIC COMMENT ON NON-AGENDA ITEMS: [12:44 Part 2]

Comment by (TJ Lynch): My parents live here in Blue Lake, Good evening council members, acting city manager, and residents of Blue Lake. I'm here tonight to give you a personal thank you to your planning and building staff for their assistance with permitting for my parents' residents in town. Based on previous experiences in other municipalities it was a very simple process to help put in an ADA ramp. As a point to note though, one of my concerns that I want to address tonight is that your staff had to deal with me as opposed to my parents because of some of the interactions in the past. There was concern from my family that some of those interactions would not be received well so I had to step in. Just as a reminder, the staff have to be cognizant of their interactions and working with the public. This kind of leads into a permitting and general statement; what I did was temporary ADA access for my dad. I had to go through a ministerial process to get a permit for an ADA ramp that was not necessary because it is a temporary structure, not attached to the building. I hope any other resident of the community that is using a park, or using a facility, is using those same permitting processes and abides by that. Secondly, as someone that lives in the sphere



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of influence of Blue Lake, I'm also asking for the public censure and or removal of two of your public safety commission members, based on conversations I've heard and seen on the March 3, 2025, public safety commission meeting. There are two commission members Ricca and Jones that are showing bias and the inability to use impartial thought. They have openly allowed the city to be at risk for lawsuit from Elon Musk, just as similarly to what happened with the California Coastal Commission, by Commission Member Jones's comments on that night. Secondly, they've also opened up concern and defamation with a former city employee based on the inability of a former police chief to be present or have any interaction based on the objections of one of the commission members. That shows bias and the inability to have impartial thought, so I'm going to ask this council to consider that. Finally, as a community member that's lived in Blue Lake my entire life, I'm ashamed of this community, its behavior is deplorable, insults, calling people belligerent drunks, threatening people's lives, is not democracy, it is civil discourse, the main component of any representative government. I came tonight because I'm pissed, as someone that's lived here, that's worked with many of you, that has been around for a long time, I'm tired of it. Do better.

Comment by (Adelene Jones): Last night the council voted four to zero to not contract with power transmission. I spoke about the real need to have the dangerous former Blue Lake power structure demolished as soon as possible. If any council person has a better idea of how to get this attractive nuisance out of the district, I and many of my fellow citizens would like to know what that plan is. It's easy to vote no on an issue but the real hard part is to come up with a constructive plan. Next I'd like to say that it was quoted in the paper that I'm leading the recall of the three city council persons. This is not true, I'm just one of many citizens who have watched with dismay as this council ousted our wonderful city manager Amanda Mager and put our city in jeopardy of being fined by the state for not adopting our housing element. I'd like to publicly thank all of our hardworking commissioners on our five commissions: Arts and Heritage, Planning Commission, Public Safety, Economic Development, and Parks and Recreation. Last Wednesday there was a very educational Parks and Recreation meeting where the history of the Redwood Coast Mountain Biking Association bike and skate park was presented and explained. It is too bad that more people did not attend. As you can see, I'm wearing my "proud to be a Blue Lake Yimi", that means "Yes In My Backyard" it was stated by one citizen here a few weeks ago who thought we needed affordable housing but just not in the district. Does she or anyone else have any ideas of any pieces of land in Blue Lake where it could be? Keep in mind, we are less than one square mile, what are we going to do convert the town square. The Powers Creek District is the perfect



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spot for an affordable housing complex, and I look forward to the groundbreaking.
Comment by (Barbara Russell): I remember hearing a while ago that we're a zero-waste city. I don't know if that's true or not or even what that exactly means but it would be sad to take down the power plant buildings, it's not toxic and I'm glad that we held off, because we can use those if we fix them up. Until we figure out what's next, we do have to make it safe. I don't know why it wasn't made safe earlier. There were big holes in the fences for a long time. The other thing I wanted to say is I did get in touch with Redwood Energy Authority, and we don't have to sell that to them. There would be interest in renting the hookup to other battery storage places. Historically we didn't sell off pieces of property because we wanted to have things there that created jobs. There are other things that we could do there that could create goods and services for our community that we badly need. So, I'm glad we're not rushing into that. I know you guys will make it safe as soon as you can and I would love to help whatever way I can.

Comment by (Marty Granger): I just want to affirm what I vaguely stated last month about getting rid of the Arts and Heritage Commission. I know this isn't a critical decision, but it just seems like it makes sense for some reason, like less work for the staff and maybe a little easier for the council to manage. The other reasons are, the other commissions have objective goals that are planned for and accomplished, but the Arts and Heritage is more subjective, it's not objective like the other commissions, it's more creative. I just feel like this is an opportunity where the community can be involved and participate. Like the Economic Development Commission might want a new logo, well, there might be lots of people in town that could make a beautiful logo, better than maybe four or five people that are on the commission. Or if the planning commission wanted to have a name for Housing Development, they could put that out to the community and the community could come up with a name, we could vote, and it would encourage participation. People that can't handle this, like me, some of the heavier subjects that are complicated, but at least we can contribute. The Safety Commission might want to put out a flyer, somebody could make a creative flyer so those are the reasons that I think it would be a good idea to do away with the Arts and Heritage Commission and let more of the community be involved in some of those decisions.

Comment by (Ron Hill): My name is Ron Hill. I'm a general engineer and electrical utility contractor. In the last quarter of 2023 and the first quarter of 2024, I put together plans for the owners of the Blue Lake Power Plant, and we developed strategies for decommissioning the site. We looked at remediating the equipment on site and removing it. We worked with the plant owners on decommissioning the site. I'd like to



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propose that we come back and have a negotiation meeting with the council on remediating the site and removing the equipment. The owners of the plant would initiate the beginning part of the removal of the equipment; they would initially start the costs on that. I have plans for selling, repurposing, and reusing the equipment on site. So, I would like to offer my time to have that meeting and look at the possibilities of what we can do regarding removing equipment, selling the equipment, and getting the site completely cleaned up. The owners are interested in starting this project soon. We have already worked out the costs, directions, and plans on what we can do with the site. That process began in late 2023 and early 2024, and we are pretty much ready to go.

Comment by (Julie Christi): I'm here, you're in my pocket as I do chores. I'm so sorry, but I really appreciate Zoom, and I will give a tech check-in. I can hear everybody very well. Even earlier, John, when you handed your mic off, I could still hear the audience as well as I could prior to that, so I would suggest getting a conference speaker in the room. That is something that Marty has suggested in the past; it's very affordable. We have done a lot in the past where we just get donations from the community, that's what got Justin started. I hope your chair is still rocking, but we could get a conference speaker in there so everybody can hear better. Ventilation in the building, I will say, is a concern. I have sympathy with the prior speaker; I'm out, I'm used to being outside and fresh air, and when I go in the building a lot, I feel congested. So, just keep a good breezeway in there for everybody. I don't want to throw anybody under the bus, but this council that we have now, right now, you guys, I've been involved with the city for a long time, and this is a blessing to us to have this council, regardless of the gaslighting and the misinformation that's being spread through our public, which is unfortunate, because a lot of people don't go to the meetings and they are online, so they're being taken advantage of. We have had so much advantage-taking over the years, and I do believe now with our new council, we're going to get a lot more people, like our prior speaker, who are going to step forward. We had no relations with the Rancheria Yurok Tribe, we had no relations with our neighbors across the river there because of our prior manager's dialect with them, and I believe those are going to resolve. I believe we're going to open up into a lot of ground where we can actually facilitate more community activity. So, anytime anyone in the community would like to get together, who cares if we don't agree? We need to have a consensus, and let's come to that mutually and like adults. I would love to have those opportunities, so thank you, Lori, for offering the potlucks and stuff like that, and let's make Anna Mary Day super cool this year, you guys, August 3rd, let's get her on!



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Comment by (Beckie Thornton-Ragoza): Hello, everyone. First, I want to apologize for earlier. I do want to say something that PJ had said earlier about this. In the state of California, we know that a recall or any kind of petition that is solicited for signatures, if it needs signatures, is called soliciting. I found in Title 9, Public Safety and Welfare, Chapter 9.2.20, under Special Event Permitting, that, seeing the tent over there in the town square, it does say that a special event shall mean any activity on public or private property. Then it says that for which is proposed and is characterized that is not intended for the use on that property. Sorry. Under 9.20.030, of course, no person or organization shall organize, conduct, or implement a special event without being issued that permit first. The exceptions, of course, are lawful picketing. They do not have to pay for the fee if it is for First Amendment rights, so that means freedom of speech. But, of course, during a recall, you're not allowed to speak to the people; they're just supposed to read your recall. Under 9.20.120, the prohibited conduct of special events, if you have a special event permit, selling, vending, or soliciting are absolutely prohibited under that permit unless the permittee allows it. Information pertaining to that special event, the application says that you need to complete it if your event takes place on public property, including park rentals. So, that being said, I still think that you have to have a permit if you set up a tent and a table and are soliciting signatures.

Comment by (Alex Ricca): I have just a question. I'll speak quietly, I'm getting up to leave. I just would be over to City Hall to pick up a copy of what came out of the closed session. I'm sorry I wasn't here, but the phone call came, and we walked over, and you were already past the read-out. So, it shouldn't be a very long thing, but I do want the written response. Dani, will you give me a call when that's ready? Thank you.

CONSENT AGENDA: WARRANTS AND DISBURSEMENTS: [30:48 Part 2]

Motion: [45:43 Part 1] To move approve the consent agenda.

Motion by: Council Member Michelle Lewis-Lusso

Second by: Council Member Kat Napier

Public Comment: None Received

Motion Summary: Consensus (4/0)

CONSIDER ACCEPTING TRIPEPI SMITH'S RECRUITMENT PROPOSAL FOR CITY MANAGER: [31:44 Part 2]

City Attorney Ryan Plotz, in your packet is the full proposal from Tripepi Smith. Tripepi Smith is an executive recruitment firm that has recent experience in Humboldt County, including executive searches for HCOG, Humboldt Bay Municipal Water District, and Redwood Coast



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577 Energy Authority. Council Member Scafani has also worked with Tripepi Smith in the RCEA
578 recruitment and spoke favorably of the firm. I have a proposal provided by Christine Martin,
579 who would be our chief recruiter, to conduct a comprehensive search for a permanent city
580 manager. The proposal details information about Tripepi Smith, the employees who would be
581 assigned to the city's recruitment effort, it goes through in detail the methodology and
582 approach including a four-step approach that begins with developing a candidate profile,
583 marketing materials, outreach and recruiting, and then evaluation and screening. The council
584 would have opportunities at each of these milestones to approve publication materials, and,
585 when it comes to evaluation and screening, as many opportunities as needed to review
586 candidate information and conduct interviews. Pricing is obviously a concern. The price
587 proposal has an estimated fee of \$15,000, broken out into the various components of the
588 search, with a dollar amount assigned to each of the four steps. It also includes estimated
589 expenses of \$2,500, making the all-inclusive price \$15,000. Tripepi Smith would also provide
590 additional support services beyond the scope, billed at their hourly rates included in the
591 proposal. I would note that the initial proposal from Tripepi Smith included three additional
592 steps beyond the four noted in the packet including, conducting interviews, notifying
593 candidates of the city's decision, and assisting in negotiating compensation packages. The price
594 proposal for that was \$25,500, but I believe the council wanted to keep it around \$15,000.
595 Tripepi Smith says they can remove those three additional steps and perform the proposal in
596 your packet at \$15,000. I certainly recommend that should the council approve the proposal,
597 we would sign a contract with Tripepi Smith using the city's standard consulting agreement,
598 with this proposal attached as their scope of work. I would also recommend that the council
599 consider forming an ad hoc committee to assist in coordinating efforts by Tripepi Smith as they
600 move forward. In my discussions with Christine, they can get started as soon as the signed
601 agreement is in place. There's a time estimate included in the proposal, a 10-week total, but
602 they can move as quickly or as slowly as the council directs. With that, I'll open it up for any
603 questions that the council may have.

604 Council Member Michelle Lewis-Lusso, I have two questions. First, how will the payment
605 arrangement be set? Will it be in installments, upfront, or at the end, how does that work? And
606 second, what are your thoughts about this proposal professionally, especially in comparison to
607 other experiences, maybe with pricing?

608 City Attorney Ryan Plotz: I think I'll start with the second question first. I think the \$15,000 cost
609 is much lower than what I've seen in other searches. I knew a local entity a few years ago that
610 spent \$35,000 on a general manager recruitment, which included most of the things that are
611 being done by Tripepi Smith here. I think the advantage of working with Tripepi Smith—as
612 Council Member Stefani noted, is that they have Humboldt information, demographics, and



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information about the region at the ready. There's not a lot of regional research that they need to do. Obviously, they need to develop Blue Lake specific information and marketing materials, but they have a strong list of their network at their disposal from prior searches. That eliminates a lot of the groundwork in terms of how this is built. My understanding is that they will require a retainer upfront and then bill us on a time and materials basis. I believe the initial retainer is \$7,000, and then they will bill us once that retainer has been depleted and will be invoiced every 30 days based on work performed after receipt of each detailed invoice.

Mayor John Sawatzky asks City Attorney Ryan Plotz if they give any guarantee of the length of time that candidates would have to work here, or if this is just the recruitment portion of it. City Attorney Ryan Plotz confirmed this is different than a placement agreement. This is recruitment, where they earn their fee as they do the recruitment, there's no guarantee of successful recruitment, and so that is not part of this.

Acting City Manager Dani Burkhart: "The obvious question—can you afford it?" I hope you'll notice the budget is on here later, and we will get into that in some detail, but I'm going to be upfront in saying that if you plan to spend \$15,000, I need to know exactly where you plan to pull it from, because we don't have extra. I think the idea is great, I'm not opposed to recruiting, I'm worried about where's the money is going to come from.

Mayor Pro Tem Elise Scafani: "I think we're all looking forward to digging into the budget and learning about where the money is and where it isn't, and what options we might have available."

PUBLIC COMMENT: [39:57 Part 2]

Comment by (Barbara Russell): The International City Manager Association that I looked up city managers of Boulder and other great places and I was very inspired by the city manager of Boulder Colorado who's now retired and is the president of this association. there's over 13,000 members it costs 1,200 to join to be a member and it's a great hub for finding qualified city managers who have had all kinds of experience. I don't know who's allowed to look up people looking for jobs, but I think it's a great resource.

Comment by (Adelene Jones): I appreciate Acting City Manager Dani Burkhart mentioning the financials, and that is what she is good at. I know the ousting of our wonderful city manager, Mandi Mager, has already cost the city \$30,000, and now we're looking at \$15,000. I noticed that this group is from Irvine, and I'm wondering about the cost of transportation—I'm assuming some of this might be done remotely; that happens in the 21st century. I received a phone call about three weeks ago from the mayor of Fort Jones, California, Meline DeAndreas. I worked with her sister in Eureka City Schools. She called me really looking at what was happening at Blue Lake,



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and she warned us about hiring a new manager. She gave me some names—and I won't say them out loud here now—but of people that have gotten into little cities as managers and have really messed up the cities, caused lawsuits, and have just wreaked havoc. So, she said, just be careful when you're looking for a new city manager.

Comment by (Julie Christie): Thank you, everybody. I do have faith in our council to proceed in the manner they feel best with our management recruitment. I have faith in you guys for that. I would say that one thing I'd like review on is the contract. So, with our prior, there was indemnification to that contract, and that was the same excuse that was given by that manager of why we shouldn't sign on with our sheriff's contract. Well, I feel like our manager should be responsible in some manner, and I do believe our contract should reflect that a little bit. Because of the prior negligence, we are now going to potentially incur a lot of issues because of prior management and prior mayor. You're privy to all of that, and perhaps that's why you're always backpedaling, but we need to start pushing forward. I support you guys moving with filling this position; however, we need to take the burden off Acting City Manager Dani Burkhart as soon as possible, and I suggest that even if we get a part-time or intern, that might be something more applicable. The manager's duties are very simplistic, in a way, when we have a bunch of departments that are working, including public works, city clerk, financial management, and we have people working within our city hall that are willing to be participants within this process, and I think that's been a little negligent lately.

Council Member Kat Napier: I would like to say that I've also had the opportunity to work with Tripepi Smith, being on the board of HCAOG, and they truly hit it out of the park. This is not the type of organization that brings in a random retiree who is indifferent to the community and just checks off the time clock to get their paycheck. Beth was the executive director of HCAOG—very impressive, very capable, very intelligent, and very warm. I was so sad to see her go. They placed Brendan Bierd, who was an amazing placement there, so now Beth has moved on to RCA. While you might look at Tripepi Smith and see, “Oh, they're from Irvine,” as City Attorney Ryan Plotz pointed out, and as included in this packet, they have been doing a lot of recruitment here in Humboldt. They have people with all types of qualifications; they know this area and really understand placement. I would be thrilled to be part of the ad hoc on this one. I've had the opportunity to work with Tripepi Smith, and this is also in my wheelhouse—doing recruitment and interviews and such—so I'd be excited.

Council Member Michelle Lewis-Lusso: I wanted to just say thank you for the work, and I would like to work with an ad hoc, or at least promote an ad hoc formation for this. I'm reluctant to take any action on this at this point, just given the fact that it's recruitment only, and it's a lot of



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money. While I do want to relieve Acting City Manager Dani Burkhart of her hard work, I also want to be very thoughtful about this, given some of the flux within this current council as far as other items that are taking our attention. I would promote, or request, or suggest a pause on this until we have a minute to just kind of take a look at the other possibilities for recruitment—look at the possibilities for a contract, look at the possibilities for a temporary solution, look at some other options before making the move on this. I'm happy to be part of an ad hoc to continue that discussion, but that is how I'm feeling right now.

Mayor John Sawatzky: Would there be any additional fees beyond this, or is this a flat fee due to the improvement process?

City Attorney Ryan Plotz: The only expenses are estimated at \$2,500, so they could certainly go beyond that. If we require work outside of the scope of work—for example, assistance in negotiating a compensation package, having them sit through interviews and provide their feedback—that would be billed at their hourly rate. So, that would be in addition to the fees estimated in the proposal.

Mayor John Sawatzky: To confirm, would this be a successful recruitment, or is this just one person they bring forward? Is there any criteria on that?

City Attorney Ryan Plotz: They will provide a slate of candidates to us, based on their recruiting and based on folks that have expressed at least a preliminary interest in the position. Then we will have an opportunity to screen through all of the candidates. They don't guarantee a certain number, but they won't just bring us one and say, "If you don't like this person, we'll bring you another." They'll give us the slate, and then we can screen from there.

Mayor Pro Tem Elise Scafani: I was just going to share that with RCA, they show in step four as kind of the part where they did a great deal of work on the front end with the candidate profile. They came in and interviewed staff all through the organization and really got a feel for what type of person was being sought, and the marketing materials, and they did all that. Then they brought in—I was on an ad hoc committee to review the candidates—and so they shortlisted for us their candidates. We were able to review all of the applicants, but they kind of ranked the top five, and then we conducted interviews. They sat through the interviews, and those interviews—there was a panel interview with all the directors from the different departments, and it was also remote. When we narrowed it down to a couple of people, we had the ad hoc committee interview those folks and then went back to the board with a recommendation. So, Tripepi Smith did advise us through that; they sat through all the interviews remotely. They helped. I don't believe that they did the contracting, but I'm not certain about that piece. They did charge more than this for that recruitment, and they were, out of all the recruitment firms that RCA went out to and got bids from, the lowest.

Council Member Michelle Lewis-Lusso asked if RCA tried other options for recruitment. Mayor



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Pro Tem Elise Scafani responded no, it was not desired to do anything less than this. So, just my experience with that situation—RCA is a fairly large organization with some HR staff, but they felt that their recruitment warranted a higher level than what they could do in-house, and we can't burden our staff with this. It would be inappropriate for our staff to do this recruitment. One way or another, we have to go outside of staff that we currently have to do this recruitment; we can't do an in-house recruitment for a city manager when we have an office staff consisting of, like, four and a half FTEs. We can't make that part of their workload. It wouldn't be appropriate to have some folks hire their new boss; we need to do that at a different level. I'm supporting this proposal myself. I did wonder if we could do a two-step thing where maybe, first, we started out with a local-only recruitment, because some of what they do is cast a wider net, and see how that might pan out. But anyway, this is the proposal we have at this point. So, I don't know if there are any adjustments that could be made, or, I mean, if there was an out-of-the-area kind of recruitment, where do relocation fees and all of that come into play? Well, I'll say that with RCA, we narrowed it down in the end to two candidates: one of them was out of the area, one of them was not, and we did the classic Humboldt County—if somebody comes to Humboldt County, are they going to stay? Regardless of where your candidates come from, there might be a little wiggle room in this, but there might not. I think perhaps City Attorney Ryan Plotz already has gotten the wiggle out of this proposal.

City Attorney Ryan Plotz: It is billed on a time and materials basis, so if we want to stop after step one, or two, or three, or limit the scope of any of these items, we have the ability to do so just by not authorizing certain work. On the top of page 16, the proposal says that support is billed on a time and materials basis. That allows you the flexibility to ramp up or ramp down efforts according to budget and priorities. So, I think, as we move through this, we will have some budgetary control over how expansive their search is. Maybe we ask them to do local first and then expand the search—so there may be cost-saving opportunities as we go through it.

Mayor Pro Tem Elise Scafani: I would imagine maybe, before we decide to contract with them, we can have a meeting with them on Zoom to discuss some of those possibilities and options before we decide to do it.

Mayor John Sawatzky asked if a meeting was an option.

City Attorney Ryan Plotz: Christine Martin, I'm sure, would be happy to come and present to the board and the council. She herself was a city manager for 21 years, or an assistant city manager in the City of Livermore. So, she's very familiar with how this process works and presenting it to the council. I can certainly arrange that.

Mayor John Sawatzky I just wanted to let the staff know there is an option to table and then bring it back in the same meeting if we wanted to hear about our financial situation first before we make a motion I just wanted to and we can bring it back during the same meeting



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so just want to let you guys know that if we do want to hear the financial situation before I made a decision

Mayor John Sawatzky: There is an option to table an item and bring it back within the same meeting if there is a need to review the financial situation before making a motion. This allows the discussion to be revisited during the same session, should members wish to consider financial information prior to making a decision.

Council Member Kat Napier: We've spent nearly two months just reaching this point. I've suggested several options for recruiting both interim and permanent city managers, but these have been rejected. Delaying further only harms our staff and the city. Council hasn't had time to set a vision or engage with the community about the budget, nor shape policy effectively. We need additional staff support to move forward, relieve current staff of extra responsibilities, and get everyone back to their roles. If we don't choose any recruitment method, it seems like we don't want a city manager at all.

Motion: [57:59 Part 2] To table this item until after the budget discussion.

Motion by: Council Member Kat Napier

Second by: Mayor Pro Tem Elise Scafani

Public Comment: None Received [58:43 Part 2]

Motion Summary: Consensus (4/0)

RESPONSE TO HCD LETTER: [59:00 Part 2]

Planner Gary Rees, We requested clarification from HCD regarding their request to advance the adoption of the housing element by one or two months. HCD clarified that they are referring to both the adoption of the housing element and the rezoning action, specifying that both need to be submitted earlier than indicated in the city's initial timeline, with a suggested minimum acceleration of one to two months. This was the response we received from HCD. They are essentially requesting the city to expedite its timeline. We are now seeking direction from the council on how to respond to HCD's request.

Mayor John Sawatzky Gary, did they offer any further legal services or advice to help with our questions?

Planner Gary Rees HCD staff are available to help jurisdictions comply with housing law. While they may not offer legal advice, their housing policy and other relevant departments typically provide technical assistance.

Acting City Manager Dani Burkhart noted, following Gary's summary, that the housing element cycle is set to begin again soon and the process will be repeated in the near future.

Mayor Pro Tem Elise Scafani, could you please clarify whether the current cycle extends through



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the entire calendar year of 2027, or if there is a specific point within that year when we transition from the sixth cycle to the seventh cycle?

Planner Gary Rees I can't answer that question at this time.

Mayor Pro Tem Elise Scafani the other question would be then if we um do the housing element update and it gets certified in the next six or eight months is there a whole bunch of changes that are going to be asked for the next cycle or we don't know yet

Mayor Pro Tem Elise Scafani: If we update the housing element and it is certified within six to eight months, will there be significant changes required for the next cycle, or is that still unknown?

Planner Gary Rees noted that housing element law frequently changes, with new requirements being added regularly. HCAOG is scheduled to hold a meeting tomorrow to present the proposed overall housing allocation for the county and discuss the methodology for dividing this allocation among the various jurisdictions within the county. The current understanding is that the allocation number is higher than in the previous cycle, meaning jurisdictions will need to plan for more housing than before.

PUBLIC COMMENT: [1:03:43 Part 2]

Comment by (Adelene Jones) I recommend that the council consider adjusting the timeline. At this point, further deliberation may be unnecessary. While it is understandable that we may not appreciate state mandates, it is important to recognize that in an ideal situation, cities would proactively evaluate the needs of their residents—including housing availability—and respond accordingly. In such a scenario, a city would assess factors like school enrollment and public service staffing and prioritize developing more affordable housing as needed. However, our reality is less than ideal, and some municipalities have attempted to challenge state requirements regarding housing; these efforts have generally been unsuccessful. The need for affordable housing remains pressing. I also appreciate Gary's comments regarding potential increases in housing requirements in the future; although current estimates suggest the need for 35 new units, this number could rise by 10 or more in the next two years. This possibility supports considering a target closer to 40–45 units. Overall, I am in favor of initiatives that increase affordable housing.

Comment by (Julie Christi): Everybody's had good due diligence with patience this evening; I appreciate that. As far as our housing element goes—well, I don't want to do tit for tat, but, dang, our prior speaker... you know how many years I sat in public comment, with many other speakers, telling the facts: we need a general plan update, we need descriptive analysis of what was redacted, what was added, what was state-



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mandated. We have promoted infrastructure and public safety as a priority for site approvals and zoning—and you know what? You want to know the perfect place to put some housing? Right where you guys are sitting! I'm not joking; that is one of the perfect spots. So, as we continue this process, just do due diligence. Gary, I hope you have some ethics at this point to follow through with due diligence, to make sure these things are followed through on—and our council as well. And reach out to HCD, and thank you for doing that; it's all we needed to do in the first place, instead of getting all this gaslighting and lies. I'm sorry—I just get fed up sometimes, you guys. We've worked really hard on this, and there are a lot of things that we do need to adjust. I do believe it deserves a special meeting, so that we're not overwhelmed like we are tonight, so we can go into greater dialogue and perspective of the community and move forward.

Mayor Pro Tem Elise Scafani: If we include HI14 in the December deadline, do you think that would address their concerns?

Planner Gary Rees: Yeah, I mean, they're asking for a minimum of a month or two for each of these items, so that would seem to meet the request.

Mayor Pro Tem Elise Scafani: So, if we try to just do them both by the end of December, or maybe we try to say we'll do them both by December 15th, that's a total of two and a half months on one item and half a month on the other item—hey, that's a total of three months. How about that?

Council Member Michelle Lewis-Lusso I'm fine with that I think my original back on May 27th was that we would try for November 30th and December 31st but seems like a compromise

Mayor Pro Tem Elise Scafani seems like they maybe have a thing about backing it right up to the end of the year

Council Member Kat Napier to clarify with Planner Gary Rees are you comfortable with December 15th date for both?

Planner Gary Rees confirmed he was, but have one more item for the council the electronic sites inventory i wanted to touch on that so we have prepared a draft and we've looked through all the instructions on completing it and we have a clarification we want to request from HCD and that is if we were to submit that now does that lock the city into the site inventory that's currently in the housing element update or do you still have the ability to amend it through this review process that you want to conduct i want to make sure we're not locking the city in and that you have that ability so I would like to email AB uh if the council would like us to ask for that clarification if that's the case and they say "Yeah it does lock you in we would expect you



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not to make any amendments after that then I would change the timeline and possibly just align it with when we submit the housing element update." Planner Gary Rees confirmed he was but had one more item for the council: the electronic sites inventory. We have prepared a draft document, and we've looked through all the instructions on completing it, and we have a clarification we want to request from HCD. That is, if we were to submit the sites inventory now, does that lock the city into the site inventory that's currently in the housing element update—or do you still have the ability to amend it through this review process that you want to conduct? I want to make sure we're not locking the city in, and that you have that ability to make adjustments. So, I would like to email HCD, if the council would like us to, to ask for that clarification. If that's the case and they say, "Yeah, it does lock you in; we would expect you not to make any amendments after that," then I would change the timeline to align it with when we submit the housing element update. Mayor Pro Tem Elise Scafani: I appreciate your clarifying that question about the sites, and that makes sense to get that clarification. Would it be fair to say that anytime you feel like you need clarification, you have our blessing? Can we give a blanket blessing? By all means, always get clarification if you feel it's necessary.

Motion: [1:10:38 Part 2] to make the deadline for submission of the housing element update and program HI14 to December 15, 2025.

Motion by: Mayor Pro Tem Elise Scafani

Second by: Council Member Michelle Lewis-Lusso

Public Comment: None Received

Motion Summary: Consensus (4/0)

COMMISSION APPOINTMENTS: [1:11:07 Part 2]

Mayor John Sawatzky ask if the potential commissioners were present and asked Barbara Russell to come forward.

Barbara Russell, I'm happy to accept an appointment if offered, but I'm also open to being part of a group in a less formal capacity until forming a commission becomes necessary.

Mayor John Sawatzky asked, "would you mind answering some questions."

Council Member Michelle Lewis-Lusso: What brings you passion for joining this commission.

Barbara Russell, I love arts and heritage and how it can help foster creativity and move people forward because we can share ideas and we can learn to understand each other. We can

foster creativity that could help solve our problems coming from the community

Mayor John Sawatzky I understand you have also indicated interest in the economic development agency; how would you blend the two together?



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Barbara Russell: I believe there is significant overlap between supporting arts, heritage, and small business development. Everyone has the capacity to contribute, and such involvement can foster creativity. Nurturing small businesses alongside traditional skills not only encourages innovation but also strengthens community bonds. Furthermore, if we wish for something, like a tree to flourish, we do not cut it at its roots; instead, we nurture those roots. Art enables us to envision possibilities and communicate these ideas non-verbally within our community. In Blue Lake, I see both opportunity and potential; as a city, we are fortunate to possess considerable creative freedom. It is inspiring to imagine initiatives that are inclusive and economically beneficial from the ground up. I value a culture where everyone learns to appreciate one another's successes, as this contributes not only to community safety but also to self-esteem and well-being. Supporting local food production is just one of many ways in which these efforts yield positive outcomes.

Council Member Kat Napier, thank you for being here. While the visual arts often get the spotlight, music is also a significant part of Blue Lake's culture but seems underrepresented. Do you have a particular interest in music or ideas on how it could contribute to positive change? Barbara Russell The arts encompass a wide range of forms, all of which foster expression and creativity. I have a strong appreciation for music, and I enjoy singing; although I have not practiced the piano recently, I continue to value its importance. To me, the arts serve purposes beyond mere decoration, they have the power to inspire and connect individuals.

PUBLIC COMMENT: [1:15:41 Part 2]

Comment by (Adelene Jones): I just want to say that Barbara and I disagree on some things, but unlike what some people have said this evening and at other meetings, I don't think we all need to agree on everything. It would be a boring world if we did. We're a stronger fabric if we don't—and still come together. So, I mean, on commissions, that's what gives us the lively dialogue, and ideas come out. I'm encouraged by all kinds of disagreements and agreements; we can still get together, appreciate each other, and listen to each other.

Comment by (Julie Christi): I support her application, provided Arts and Heritage confirms its viability for the city. I appreciate that she attended and spoke at tonight's meeting, as well as previous ones. These qualities—engagement with the process, willingness to speak publicly, and participating in council matters—are important in applicants. I want all candidates to meet these expectations, so I'll leave it at that.

Motion: [1:17:59 Part 2] to appoint Barbara Russell to the Arts and Heritage Commission.

Motion by: Council Member Kat Napier



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Second by: Council Member Michelle Lewis-Lusso

Motion Summary: Consensus (4/0)

Mayor John Sawatzky asks the next applicant to come forward to tell us a little about yourself and why you want to be on the Arts and Heritage Commission.

Ruah Phillips introduces herself; My name is Ruah Phillips. I have recently moved to Blue Lake, having been here for approximately three months, though I have lived in Humboldt County for over 20 years. I attended graduate school locally, spent some time away, and then returned. Professionally, I am an artist, writer, independent publisher, and currently serve as a teacher at the College of the Redwoods. Previously, I taught at Cal Poly as well. My diverse background has given me experience across multiple fields. I appreciate Julie's comment regarding the importance of being informed and engaged; although I am new to the area and still learning about local politics, I see this objective as both a benefit and a challenge. I echo the sentiments expressed by Barbara and Marty—I am pleased to apply for the commission and would welcome the opportunity to serve. I am also open to working collaboratively within a group setting. Above all, I believe strongly in public input and community engagement. If selected for the commission, one of my primary goals would be to increase public participation in city decisions, as empowering the community fosters unity and helps ensure that choices made reflect collective interests.

Council Member Kat Napier said, "We're happy to see this energy, the positivity, and the diversity. I'm going to ask you the same thing: where do you stand on music and incorporating that into the Arts and Heritage Commission, and the fabric of Blue Lake?"

Ruah Phillips responds that visual arts ceramics even public jams as far as poetry jams those are so important for a community and the city of Blue Lake we have these awesome public performances every week Lizzy Moon Beam down at the pub and lots of rocking things happen down at the brewery I think it Barbara has talked repeatedly about possible festivals and fairs and how we could bring something like that to Blue Lake and involve all the all the different varieties of art so you might have street jugglers you might have musicians you might have painters muralist another version of "pastels in the plaza" kind of thing for Blue Lake I mean there's so many opportunities depending on what the people of Blue Lake would like to see happen in their town

Council Member Michelle Lewis-Lusso Your approach introduces a more relational and holistic perspective compared to my typically linear worldview. This method aligns with what is often referred to as a builder's approach, which may be beneficial for our community at this time, particularly in terms of fostering development in arts and heritage. I would like to officially welcome you both to this commission and the community.



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Mayor John Sawatzky asks, "Out of all your qualifications, what are you most proud of?"
Ruah Phillips The most challenging project I have undertaken was assembling the first anthology of plein air painters for Humboldt County. Although it required three years of intensive effort and began to take shape just as COVID-19 struck, resulting in many collaborators withdrawing, I persisted and completed it independently. Typically, such an endeavor would require a team of 15 to 20 people, so managing every aspect alone was daunting. However, I persevered despite significant obstacles, including personal health challenges. This experience reflects my resilience and determination to see projects through to completion.

PUBLIC COMMENT: [1:24:36 Part 2]

Comment by (Adelene Jones): I appreciate that you've lived here for three months, whether it's been months or decades, what matters is your dedication to Blue Lake. You're highly qualified, and we're fortunate to have applicants like you—thank you. Arts and heritage are close to my heart from my time as mayor when the commission was formed, so I'm especially grateful for committed people like you and Barbara stepping forward.

Motion: [1:25:41 Part 2] to appoint Ruah Phillips to the Arts and Heritage Commission.

Motion by: Mayor Pro Tem Elise Scafani

Second by: Council Member Michelle Lewis-Lusso

Motion Summary: Consensus (4/0)

STRETCH BREAK:

FISCAL YEAR 2025-2026 BUDGET UPDATE: [0:05 Part 3]

Acting City Manager Dani Burkhart states that the draft budget is being presented before the end of June as planned. Some details remain undetermined, such as the amount to be received from the supplemental law enforcement fund. The state has yet to decide on this allocation, so the specific funding for this year will likely not be known until the end of July. Acting City Manager Dani Burkhart clarified that the number mentioned simply reflects an amendment and may not be accurate for tonight's discussion, as its correctness is still uncertain. We usually know by the end of May or the beginning of June, but this time, we don't.

Topics discussed: Supplemental Law Enforcement Services Grant, General Fund - approximately \$121,932 over budget, Sustaining salaries and wages, contracted professional services, city manager wage and benefits, city clerk wage and benefits, staff and cost of living increases Salaries, wages and benefits, highway users tax fund, TDA street fund, TDA purchase



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transportation fund, CBDG program, enterprise funds, water and sewer not meeting cost recover due to a bunch of the aging infrastructure, upgrade to infrastructure, capital fund - a planned improvement, underwater fund, expenditures, public works department, park facilities, wages, salaries, recreation department, legal department, reinstating transient occupancy tax, building and planning fees, recreation; investment in marketing, rents; little league resource center Skinner store caretaker cabin park facilities skate rentals, skate parties, Paragan Park and Crash Hall, Summer camp, The doghouse, our assumptions, grants, schedule of fees, business license, sellers permit, Annie and Mary Day, Code enforcement, areas of opportunity, Greenwood road project, state parks per capita grant.

PUBLIC COMMENT: [37:01 Part 3]

Comment by (Julie Christie): Guys, I think tonight the biggest thing that we have going on is our recommendation to review the budget for adoption or set study sessions ahead of adoption. The target adoption date should be within the first week of July. I do feel like we need a special session, ad hoc potentially. I wish we could have expedited that sooner, prior to this session, because that was the recommendation by staff; however, I appreciate the dialogue. We have not had good collaboration between staff and the public with the deliberation of the budget in the past. Now, we're kind of dealing with the snowball effect of the past as well. So, I would advise that you guys set forward a study session, ad hoc, really quickly. I know it's a lot. You can add some commission members on potentially. Yeah, let's just get what we can get done, but I don't think we're going to finish and approve tonight. We're probably going to have to, uh, table it yet again, like everything else. But that's just the way it is right now, and that's okay, I'm okay with that.

Comment by (Linda Cooley): I would like to address the topic of businesses and associated fees. There are not many businesses in Blue Lake, so it should not take long to verify if each has a valid business license displayed as required. I believe there should be time allocated in staff schedules to regularly check that all businesses operating on city property are in compliance with licensing and fee requirements. Ensuring proper documentation is important to protect the city's interests. Additionally, while we have discussed water-related losses, it may be worthwhile to review other departments to determine if any have consistently exceeded their budgets or relied heavily on projected grant funding. Thank you.

Comment by (AH): I would like to note that it has been a long meeting, so I will keep my comments brief. It may be beneficial for the council to prioritize discussion of the budget earlier in the agenda. Thank you to Acting City Manager Dani Burkhart for preparing and



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1045 delivering the draft budget for this meeting. The process of creating the budget is
1046 challenging, and some questions directed to Acting City Manager Burkhart suggest a
1047 significant reliance on her to provide solutions, which could contribute to increased
1048 workload and risk of burnout. While there is a recognized need for a permanent city
1049 manager, I appreciate that the recruitment proposal was not approved at this time due
1050 to its high cost. Additional proposals should be considered to ensure fiscal responsibility.
1051 It is important that due diligence is exercised in bringing forward alternative recruitment
1052 proposals. Additionally, clarification is needed regarding how salaries are integrated into
1053 the current budget. Input and direction from the council, as well as additional study
1054 sessions, may help address these issues. Prioritizing the budget discussion higher on
1055 future agendas could facilitate a more effective process.

1056 Comment by (Justin Goad): In response to Elise's question: All booth purchasers must
1057 have a permit. Permits are checked, and those without one may not be allowed to set
1058 up.

1059 Comment by (Terri Bales): Last year, did we operate at a deficit? Earlier this year, during
1060 our budget discussion, Mandy mentioned that additional revenues were received. Was
1061 the budget ultimately balanced by the end of last year?

1062 Mayor Pro Tem Elise Scafani No, it did not. So, we ran at a deficit. I know we were well
1063 over budget, but how we balanced, or didn't balance, I don't have that in my head.

1064 Comment by (Terri Bales): I'm not familiar with this, because a city budget is quite
1065 different from a school budget. So, for example, with parks and recreation, where does
1066 most of their funding come from? What would be the sources for something like that? Is
1067 it from lots of different places?

1068 Acting City Manager Dani Burkhart Through the council—I'm happy to answer that
1069 question. It's primarily grant funds, state funds, and revenues from programs such as
1070 summer camp and facility rentals.

1071
1072 Council Member Kat Napier, could you suggest potential workshop dates?

1073 Acting City Manager Dani Burkhart: I would prefer not to work on a Saturday, if that's alright—
1074 after working five days during the week. However, if we need to schedule it on a Saturday, I can
1075 make that happen.

1076 Mayor Pro Tem Elise Scafani: Can you give us a bit of an idea as to what work on the budget you
1077 have left to do?

1078 Acting City Manager Dani Burkhart: Right now, I'm waiting to see if the state will give us some
1079 indication about our law enforcement fund. The main thing is making sure I've answered your
1080 questions and that you can understand. It just needs a little bit of polishing and question



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answering. These numbers are pretty much what we're working with. Acting City Manager Dani Burkhart regarding scheduling, confirmed Thursday July 3 at 6:30 p.m. as the next budget discussion.

HCSO ANIMAL CONTROL CONTRACT: [52:56 Part 3]

Acting City Manager Dani Burkhart reports that, unfortunately, there has not been any response from HCSO other than an email indicating they do not believe they have invoiced us for animal control costs within the last five years, and further, that they are unable to locate any record of such invoices for this period. Upon reviewing the past 12 months of sheriff call logs, it was found that there have been one or two animal control-related calls per month, all of which were livestock-related, such as reports about goats on Glendale and cows in other areas. These have been the only animal-related calls listed in the log over the past year. It is important to note that animal control services are not classified as frontline law enforcement; therefore, payments for these services cannot be made from SLESS funds, as those are strictly designated for police services and equipment for human-related matters, not for animals.

Council Member Michelle Lewis-Lusso inquired about the action sheet, noting that it references monthly installments, whereas the contract specifies quarterly payments, with the first payment due on October 1, 2025, based on an assumed start date of July 1st.

Acting City Manager Dani Burkhart: I was informed that the contract period begins once the signed agreement is submitted and approved by the Board of Supervisors. The vendor invoices us on a monthly basis, which is why I indicated "monthly", this reflects our standard payment schedule, although I am unclear as to why it appeared on this particular item.

Council Member Kat Napier suggested that we bring this item back before the council in August.

PUBLIC COMMENT: [56:56 Part 3] None receive.

Motion: [1:25:41 Part 2] to reschedule this item for consideration by the council at the Regular meeting at the end of July.

Motion by: Council Member Michelle Lewis-Lusso

Second by: Council Member Kat Napier

Motion Summary: Consensus (4/0)

CONSIDER ACCEPTING TRIPEPISMITH'S RECRUITMENT PROPOSAL FOR CITY MANAGER: [57:26 Part 3]

Mayor Pro Tem Elise Scafani asked Acting City Manager Dani Burkhart about the cash reserve fund of \$700,000; just looking for an area to pay for this item.



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Acting City Manager Dani Burkhart: I can't remember, I don't think it's \$700,000. We have \$700,000 in the LEAF fund; that is an investment fund that's supposed to cover our unfunded pension liabilities, as required by the State of California. We can't touch the LEAF fund and put it in the general fund.

Motion: [1:00:54 Part 3] to table the Tripepi Smith's recruitment process to the next regular meeting.

Motion by: Council Member Michelle Lewis-Lusso

Second by: Motion Failed due to lack of second

Motion Summary: No Vote

Mayor John Sawatzky asks the council if an ad hoc committee should be formed to search for alternatives and do the research if an alternative is chosen.

Council Member Kat Napier: This is a proven organization with a strong track record in successful placements, and I don't see the benefit of revisiting already rejected proposals or alternatives. They likely have candidates ready, and collaborating with them could help us find an effective city manager, the support we might not get elsewhere. I'm frustrated that, after two months, there's talk of delaying again while our staff cover multiple roles. \$15,000 isn't insignificant, high-quality work like this can cost much more. Instead of further delays and uncertainty, we need to act now.

Mayor Pro Tem Elise Scafani: I agree with your assessment, and while \$15,000 is a significant amount, it is an investment we cannot afford to forgo. The City of Blue Lake has historically hired city managers primarily as interim solutions, often toward the end of their careers, to maintain operations temporarily. We have seen this pattern repeated over time. I believe we are now ready to move in a new direction. Honestly, I do not see an alternative option that is more effective or cost-efficient at this point. I am confident that Tepe Smith can provide valuable guidance; similar to the work they performed for RCEA. There is a clear need for the expertise they offer, as our current team does not possess the necessary skills to fulfill these requirements internally.

Council Member Michelle Lewis-Lusso: I'm reviewing the company and their previous work in cities with challenges similar to ours, especially regarding housing compliance. While this doesn't reflect poorly on Tripepi Smith, we don't have any guarantee of a suitable placement. I'm cautious about hiring candidates who might just be seeking a temporary role, as we've had that issue before. Acting City Manager Dani Burkhart has also raised concerns about funding and where payments will come from. We can select specific services rather than the whole package, but costs remain a concern. I'd like us to consider other options, discuss alternatives,



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further investigate, and then post the position.

Council Member Kat Napier: If you notice, the people that they recruited were not from outside of the area. There's so much talent already here in Humboldt County, and they're highly-functioning, very capable, and flexible; they exist here already. I doubt very much that we're going to recruit somebody from Southern California to come here. In our discussions with Tripepi Smith, as you profile what you're looking for, we can make it really clear that local recruitment is preferred and is part of what's shaped into their recruitment process.

PUBLIC COMMENT: [1:08:54 Part 3]

Comment by (Terri Bayles): I believe it is a prudent decision to proceed with this initiative. Given budget considerations, whether resources are readily available or require additional allocation, recruiting support is essential due to current staff workloads. Even if certain responsibilities are adjusted, tasks such as conducting interviews will remain necessary. In my experience serving on various committees responsible for hiring school superintendents, we consistently engaged external search firms to assist with recruitment, often incurring greater expense than is proposed here. Therefore, I encourage moving forward with the recruitment process for the new city manager.

Comment by (Rebecca Collins): I know the \$400 we're spending on the portable toilet at the town hall isn't going to break us, but it's things like that. I mean, there's little stuff here and there that I see, and I just think it's really important. Now, we've put off hiring a city clerk; now we're being told we can't afford a city clerk. I mean, it just goes on and on and on, and I think we need to get a city manager in place.

Comment by (Julie Christi): concurred her prior statements on the subject.

Motion: [1:11:16 Part 3] to move forward and direct the City Attorney to engage with Tripepi Smith to begin the recruitment process for a City Manager.

Motion by: Council Member Kat Napier

Second by: Mayor Pro Tem Elise Scafani

Motion Summary: Consensus (4/0)

DIRECTION: Council directs staff to set up a meeting with Christine Martin with Tripepi Smith and discuss what they've proposed and if we want to want to pair that down a little bit in areas that we think are not necessary.

REPORTS OF COUNCIL AND STAFF:



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1189 a. Council Member Reports: [1:13:25 Part 3]

1190 Council Member Kat Napier: I would like to do a shout-out to staff and our city engineer,
1191 who successfully wrote for and received funding for two Polaris craft and the HCO app,
1192 which will replace the old equipment at Public Works and be more carbon-friendly. So,
1193 instead of the old F250 diesel truck, I don't know how old it is, we'll have two Polaris (or I
1194 guess Polari, since it's two of them).

1195 Council Member Michelle Lewis-Lusso reports she went to the Humboldt Waste
1196 Management Authority (HWMA) meeting, and Eric did a fantastic job giving a
1197 presentation on the history of the Cumins Road landfill, the maintenance of that site, and
1198 some of the challenges that have occurred. It's quite a remarkable story. The information
1199 is available on the HWMA website, along with lots of other resources. That was the only
1200 meeting that I attended.

1201 Mayor John Sawatzky reported on both the parks and recreation meeting and the movie
1202 presentation. The discussion included updates about the bike park, which has a projected
1203 completion date of July 21st, with a soft opening planned for July 11th, 2025. Plans
1204 include completing paving, the pump track, fencing, and signage. Monthly updates will
1205 provide financial reports, volunteer logs, and progress photos. More than 2,000
1206 volunteer hours have been dedicated to the project so far. Additionally, sponsorship
1207 packages are available at various tiers, ranging from copper to platinum.

1208 Mayor Pro Tem Elise Scafani reported that at the public safety commission meeting, we
1209 discussed traffic calming measures on I Street, plans for the Fourth of July, the flyer
1210 already reviewed, and the upcoming RCA event this week.

1211 b. City Manager Report: [1:16:24 Part 3]

1212 Acting City Manager Dani Burkhart: I've prepared your budget, focusing on ensuring city
1213 operations run smoothly and identifying areas for improvement. We're implementing
1214 plans to enhance efficiency in our accounts payable and cash receipts processes, which
1215 should free up staff time for other priorities. Alongside Toni, I'm managing transient
1216 occupancy tax compliance for short-term rentals like Airbnbs, sending notifications to
1217 operators and ensuring taxes are paid quarterly. The city can also pursue back taxes if
1218 necessary, and currently there are about five such properties in town.

1219 c. Council Ad Hoc Committees: [1:19:44 Part 3]

1220 Council Member Michelle Lewis-Lusso suggested staff create and maintain an ad hoc
1221 grid, so at a glance, we know who we can talk to.

1222 Ad Hoc committee list:

| | |
|---------------|--|
| Agenda Ad Hoc | Mayor John Sawatzky Council Member Michelle Lewis-Lusso |
|---------------|--|



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| | |
|------------------------------------|--|
| Power Plant | Mayor Pro Tem Elise Scafani Council Member Michelle Lewis-Lusso |
| Transparency Website | Mayor John Sawatzky Mayor Pro Tem Elise Scafani |
| Ongoing Negotiations | Mayor John Sawatzky Mayor Pro Tem Elise Scafani |
| Bike Park | Mayor John Sawatzky Council Member Michelle Lewis-Lusso |
| Commission Realignment | Mayor John Sawatzky Council Member Kat Napier |
| City Clerk Hire Job Description | Council Member Kat Napier Council Member Michelle Lewis-Lusso |

Mayor Pro Tem Elise Scafani reported that she and Council Member Michelle Lewis-Lusso Michelle had a meeting with Glenn about the power plant talking about some of the different safety concerns, which perhaps left us in limbo a little bit with no progress made. Council Member Michelle Lewis-Lusso confirmed and added that we are information gathering still early on.

Mayor Pro Tem Elise Scafani reported that she and others met with Ron Hill of Ron Hill Construction, who spoke during the public comment period earlier in the evening. During their discussion, Mr. Hill provided additional details regarding plans developed between the last quarter of 2023 and the first quarter of 2024. He outlined various potential developments related to the project. Mayor Pro Tem Scafani noted that, based on current estimates, the demolition of the power plant would be significantly more expensive if the city were to issue a request for proposals and pay prevailing wages—potentially doubling costs. However, as Mr. Hill is currently contracted by Blue Lake Power, any agreement involving the city, Blue Lake Power, and Ron Hill Construction would occur under his existing contract, which would not require prevailing wage payments. This arrangement could present alternative, more feasible options for moving the project forward in a timely manner, rather than waiting for uncertain funding opportunities in the future.

PUBLIC COMMENT: [1:27:13 Part 3]

Comment by (Julie Christi): I will provide a public comment to keep things kosher and request that all reports remain strictly focused on their content without including additional discussion or personal opinions. This approach will help ensure a smooth process.



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FUTURE AGENDA ITEMS: [1:27:50 Part 3]

Mayor Pro Tem Elise Scafani: I would like to propose scheduling a closed-session meeting with Ron Hill and the owners of Blue Lake Power. Given our current circumstances, I believe it would be prudent to discuss and explore potential opportunities together. I recommend arranging this meeting as soon as possible.

Council Member Kat Napier: If we could, sooner rather than later, have council discuss the possibility of meeting twice a month on a regular basis, we could do away with the need for special meetings. Also, the possibility to speak or hear from Christine with Tripepi Smith.

Council Member Michelle Lewis-Lusso: an agenda item for recruitment of city council person with Facebook post on loop.

Acting City Manager Dani Burkhart responds that no one has applied and adds that she would like to include ground rules for meetings to encourage professional conduct as an agenda item.

Mayor Pro Tem Elise Scafani: I would like to have an opportunity to reach out to the Rancheria in the form of a letter that we would all sign.

Council Member Michelle Lewis-Lusso mentioned bring forward the manual update.

Mayor Pro Tem Elise Scafani mentioned not having an ad hoc committee and having Mayor John Sawatzky be the only one to receive agenda placement requests. That way, he can receive requests from anybody, and it's not going to be a Brown Act violation, because we're only talking to him about our agenda requests.

Acting City Manager Dani Burkhart requested she be included on emails to Mayor John Sawatzky regarding agenda item requests, as she will be the one creating the agenda and associated documents and would have the language of the request. Acting City Manager Dani Burkhart also suggested that a draft agenda be sent to the council for review, so that anything missing could be fleshed out and added. Additionally, she mentioned that she is working on a planning calendar for some of the more long-range items.

Council Member Michelle Lewis-Lusso added that the process for commission reporting to the council should be an agenda item.

NEW COUNCIL CORRESPONDENCE: [1:39:51 Part 3] There is none to include at this time.

ADJOURNMENT: [1:40:12 Part 3]

Motion: to adjourn June 24, 2025, Blue Lake City Council meeting at 10:55 p.m.

Motion by: Council Member Michelle Lewis-Lusso

Second by: Council Member Kat Napier

Motion Summary: Consensus (4/0)

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CITY OF BLUE LAKE
CALIFORNIA

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1284 Laura McClenagan
1285 Deputy Clerk, City of Blue Lake

DRAFT



Blue Lake City Council Minutes

Friday, June 27, 2025 ~ 6:30p.m. ~ Special Council Meeting
Skinner Store Building ~ 111 Greenwood Rd., Blue Lake ~ Behind City Hall

CALL TO ORDER: Mayor John Sawatzky called the meeting to order at 6:30 p.m.

ESTABLISH A QUORUM OF THE COUNCIL [0:26 Part 1]

COUNCILMEMBERS PRESENT: Mayor John Sawatzky, Mayor Pro Tem Elise Scafani, Council Member Kat Napier

COUNCILMEMBERS ABSENT: Council Member Michelle Lewis-Lusso

STAFF PRESENT: Acting City Manager Dani Burkhart, Deputy Clerk Laura McClenagan and Videographer Justin Goad <https://www.youtube.com/@BLCNews95525>

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL: [0:38]

Motion: to approve the agenda

Motion by: Mayor Pro Tem Elise Scafani

Second by: Council Member Kat Napier

Public Comment: None Received

Motion Summary: Consensus (3/0)

PUBLIC COMMENT ON NON-AGENDA ITEMS: [0:58]

Comment by (Adelene Jones): Here we are at another special meeting, scheduled for an unusual time again on Friday night. Previously, as mayor, I held meetings on Tuesdays to maintain transparency and ensure public participation was maximized. I noticed in the Lost Coast Outpost today that the state is threatening Blue Lake with significant fines and legal action for failing to adopt a compliant housing element. The California Department of Housing and Community Development (HCD) is losing patience with the city of Blue Lake. Earlier today, the agency issued a letter to Acting City Manager Dani Burkhart rejecting the city council's proposed nine-month timeline to adopt an updated housing element that complies with state law. The city has spent years drafting a housing element update that meets statutory requirements, but in March, the current iteration of the city council elected not to adopt it. Members of the 3-2 voting majority expressed skepticism about the city's development plans generally and a mixed-use Danco project in particular. Today's letter from HCD notes that Blue Lake is in violation of state law and states that the city has lost eligibility to receive various state funds, including permanent local housing funds, infill infrastructure grants, CALOES sustainable community grants, and more. The letter also warns of additional financial and legal consequences. Specifically, Blue Lake could face fines ranging from \$10,000 to \$100,000 per month for



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37 persistent non-compliance with state law, with potentially steeper penalties if the state
38 decides to sue. As mentioned in the last meeting, while there may be resistance to
39 external directives, it is clear what actions need to be taken, and I anticipate this council
40 will address the issue promptly.

41 Comment by (Jean): Thank you for your continued support and involvement in Blue Lake
42 matters. As a former council member familiar with the Brown Act, I question how
43 information about the letter to Blue Lake appeared in the Lost Coast Outpost article
44 before the council reviewed it. Citizens are asking about this letter's contents, and we
45 need to understand how they accessed it. Regarding housing, past councils did not
46 address it, and I appreciate your current efforts. I'm glad I voted for you.

47 Comment by (Beckie Thornton): I would like to reiterate what Jean said and thank
48 everyone who voted for this council. Regarding the housing element, I too read the
49 article and was surprised by how quickly it was received. It seems that this might have
50 been a formulated process. The article mentioned that our mayor was involved in an
51 automated system, which may explain the prompt response before they could provide
52 new dates. This is based on what I have read and observed.

53 54 **RESOLUTION NO. 1236 – SB 1 FUNDING AND PROJECT ADOPTION: [6:43]**

55 Acting City Manager Dani Burkhart reports that every year, to qualify for our SB1 funding, which
56 this year is estimated to be approximately \$31,508, the city is required to pass a resolution
57 outlining how the funds will be utilized. According to our city pavement index report, I have
58 compiled a list of the highest priority streets. It is important to note that \$31,508 is not a
59 substantial amount and will not cover extensive repairs. Therefore, we will prioritize the most
60 urgent needs first and allocate any remaining funds accordingly. Streets such as G Street,
61 Hartman, Charlton, and South Railroad require pothole repairs and repainting. I discovered this
62 funding opportunity on Wednesday morning, following our meeting on Tuesday. Had I been
63 aware of it earlier, it would have been included in an earlier agenda. I assembled this
64 information as quickly as possible to ensure we do not miss out on these funds.

65 Mayor Pro Tem Elise Scafani I'm curious about the new regulation requiring red curbs and no
66 parking within a certain distance of intersections. Is it 15, 20, 25, or 50 feet? Would painting
67 these curbs around town come from a similar fund?

68 Acting City Manager Dani Burkhart; it would come out of our roads fund which these funds go
69 into. Also, it is not advisable to include in a resolution something tied to another law. Therefore,
70 we are identifying projects for which we can allocate \$31,000, such as pothole repairs and
71 painting. The goal is to be as general as possible to avoid limiting ourselves and potentially
72 neglecting other priorities that may arise.



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Mayor Pro Tem Elise Scafani asked for a list of where we spent these funds last year and thought G Street was targeted last year.

Acting City Manager Dani Burkhart confirmed G and First Street were included in last year's resolution. G Street is highly trafficked and requires repair. It will likely be included in each year's resolution for funds unless a full repaving is done. According to our city engineer and public works superintendent, regular painting and pothole repairs are unavoidable.

PUBLIC COMMENT: [10:50]

Comment by (Alex): with regard to the letter posted in the Lost Coast Outpost, is the funding assured and allocated, or is there a risk of losing it?

Acting City Manager Dani Burkhart responded that the funding is not currently at risk unless the state decides to take action through the Attorney General Office and they have not indicated yet that they have started to do so.

Comment by (Adelene Jones): I checked my phone for locations and found G Street, Hartman Avenue, Charton Road, and South Railroad. G Street has many issues. Hartman Avenue, a small road leading to Blue Lake Boulevard, is filled with potholes and was once just a path when Karen Nestler was in school. I'm not sure which part of Charton Road has potholes, but it's very long. South Railroad Avenue, despite not being a thoroughfare, gets heavy traffic and could benefit from funds for maintenance.

Motion: to adopt Resolution No. 1236 SP1 funding and project adoption.

Motion by: Council Member Kat Napier

Second by: Mayor Pro Tem Elise Scafani

Motion Summary: Motion carried (3/0) Mayor John Sawatzky – aye, Mayor Pro Tem Elise Scafani – aye, Council Member Kat Napier – aye.

RESOLUTION NO. 1237 – CONTINUE FISCAL YEAR 2024-2025 BUDGET: [13:30]

Acting City Manager Dani Burkhart reports we have our budget study session scheduled for next Thursday, the 3rd. I will post the agenda on Monday, along with an updated budget that includes the \$15,000 potential authorized for the Tri Heavy Smith contract. I'll present the new budget version, and we'll address your questions during the session. Since our fiscal year ends on the 30th, I'm bringing a resolution to continue our 24-25 budget to ensure city operations continue as usual until we finalize the 25-26 budget.

PUBLIC COMMENT: None Received



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Motion: to adopt Resolution No. 1237 to continue fiscal year 2024-2025 budget.

Motion by: Mayor Pro Tem Elise Scafani

Second by: Council Member Kat Napier

Motion Summary: Motion carried (3/0) Mayor John Sawatzky – aye, Mayor Pro Tem Elise Scafani – aye, Council Member Kat Napier – aye.

INTRODUCTION AND FIRST READING ORDINANCE NO. 547-2025 – Adopting Helmet and Protective Gear Use at the Blue Lake Bike & Skate Park [15:47]

Acting City Manager Dani Burkhardt says this Ordinance was presented to us by our insurance risk management company. This is what they would like to see us do ahead of having a full grand opening of the bike park. This Ordinance updates our municipal code to match health and safety code 115800 which is California's health and safety code regarding use of protective gear and helmets in recreational areas.

Council Member Kat Napier notes that the ordinance assigns the parks director the authority to write citations. Can this power be delegated to other park staff or personnel?

Acting City Manager Dani Burkhardt responds that as she understands a director can deputize somebody, it is within the Park Director's power to delegate.

Council Member Kat Napier asks about the establishment of the fines.

Acting City Manager Dani Burkhardt responds that fines are standard and will be added to the schedule of fees.

Mayor Pro Tem Elise Scafani asks if this includes both skaters and bikers.

Acting City Manager Dani Burkhardt confirmed that it would be for both skaters and bikers to wear knee and elbow pads and a helmet.

Council Member Kat Napier: For Item 2C, will the facility's required physical signs include multi-lingual options?

Acting City Manager Dani Burkhardt stated that, at present, there is only a requirement for English. However, to promote inclusiveness, information could be provided in multiple languages. She added that further discussion should take place later as the materials have not been designed, and options such as including a QR code may also be considered.

PUBLIC COMMENT: [19:50]

Comment by (Kevin Fischer): Wearing helmets, knee pads, and elbow pads is pretty standard for skaters and bikers, and I think all we need is a sign, even just a small picture. It doesn't have to be multilingual; a simple picture would be very effective.

Comment by (Adelene Jones): I agree with Kevin Fiser, it's common for skate parks to require helmets, elbow, and knee pads. For example, Arcata's park has enforced these



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rules for years. The city used to provide free helmets for children, though I'm not sure if that's still available. It may be worthwhile for the Redwood Coast Mountain Biking Association to consider offering protective gear, as regulation pads can get expensive. Comment by (Jean): I'm wondering how individuals, especially children, will be notified about the new park regulations. Instead of just encountering a sign at the park, perhaps a notice could be posted at the post office or on community boards so people can prepare in advance.

Mayor Pro Tem Elise Scafani: If I understand correctly, this ordinance requires two readings that must be held 30 days apart. Is that accurate? I was under the impression that there was a minimum requirement regarding this matter.

Acting City Manager Dani Burkhardt: We need two readings, which don't have to be 30 days apart, but likely will be. After confirming with City Attorney Ryan Plotz, as long as we introduce it now and wait to pass it at our next regular meeting, we'll comply with state law.

Motion: [22:45] to approve the first reading of Ordinance Number 547-2025.

Motion by: Council Member Kat Napier

Second by: Mayor Pro Tem Elise Scafani

Motion Summary: Motion carried (3/0) Mayor John Sawatzky – aye, Mayor Pro Tem Elise Scafani – aye, Council Member Kat Napier – aye.

ADJOURNMENT:

Motion: to adjourn the June 27, 2025, special meeting at 6:54 p.m.

Motion by: Mayor Pro Tem Elise Scafani

Second by: Council Member Michelle Lewis-Lusso

Motion Summary: Consensus (3/0)

Laura McClenagan

City of Blue Lake Deputy Clerk

**JULY
2025**



CITY OF BLUE LAKE

WARRANTS & DISBURSEMENTS



City of Blue Lake
Check/Voucher Register - City Council Check Report
From 6/1/2025 Through 6/30/2025

| Check Number | Check Date | Payee | Transaction Description | Check Amount |
|--------------|------------|-------------------------------|---|--------------|
| 2413 | 6/3/2025 | Cassie Guido | Deposit Refund #40506001 Guido | 24.22 |
| 2414 | 6/3/2025 | City of Blue Lake | Utilities paid from Deposits 6/1/25 Billing | 200.78 |
| 12984 | 6/6/2025 | | | 0.00 |
| 12985 | 6/6/2025 | | | 0.00 |
| 12986 | 6/6/2025 | | | 0.00 |
| 12987 | 6/6/2025 | | | 0.00 |
| 12988 | 6/6/2025 | | | 0.00 |
| 12989 | 6/6/2025 | | | 0.00 |
| 12990 | 6/6/2025 | | | 0.00 |
| 12991 | 6/6/2025 | | | 0.00 |
| 12992 | 6/6/2025 | | | 0.00 |
| 12993 | 6/6/2025 | | | 0.00 |
| 12994 | 6/6/2025 | | | 0.00 |
| 12995 | 6/6/2025 | | | 0.00 |
| 12996 | 6/6/2025 | | | 0.00 |
| 12997 | 6/6/2025 | | | 0.00 |
| 12998 | 6/6/2025 | | | 0.00 |
| 12999 | 6/6/2025 | | | 0.00 |
| 13000 | 6/6/2025 | | | 0.00 |
| 13001 | 6/9/2025 | Pacific Paper Co | Business Office Supplies | 256.62 |
| | 6/9/2025 | Pacific Paper Co | INV 232798 Pacific Paper | 8.53 |
| 13002 | 6/9/2025 | City of Blue Lake | Water/Sewer payments 6/1/2025 | 1,663.78 |
| 13003 | 6/9/2025 | Coastal Business Systems Inc. | INV 3307230 Coastal Business Sys | 470.65 |
| 13004 | 6/9/2025 | Dazey's Arcata | INV 9484 Dazeys Supply - | 34.47 |
| 13005 | 6/9/2025 | Christopher Guy Firor | Council Monthly Stipend May 2025-Firor | 50.00 |
| 13006 | 6/9/2025 | Intedata Systems | INV30290Intedata | 95.00 |
| 13007 | 6/9/2025 | Michelle Lewis-Lusso | Council Monthly Stipend May 2025-Lewis-Lusso | 50.00 |
| 13008 | 6/9/2025 | Laura McClenagan | Refund 5/30/25 PERS PR Deduction L.McClenagan | 47.07 |
| 13009 | 6/9/2025 | Katheryn Napier | Council Monthly Stipend May 2025-Napier | 50.00 |
| 13010 | 6/9/2025 | National Rural Water Assoc. | SCADA loan pmt due 7/1/2025 | 965.00 |
| 13011 | 6/9/2025 | Optimum | Billing Period 6/1-6/30/2025 | 558.22 |
| 13012 | 6/9/2025 | Pape Machinery, Inc. | INV 9307313 Pape - Deck Belt plus credit (44.13) | 151.77 |
| 13013 | 6/9/2025 | Pierson Building Center | INV 262590 5/12/25 Perigot Park fence | 1,647.03 |
| | 6/9/2025 | Pierson Building Center | INV216303 5/5/2025 | 84.83 |
| 13014 | 6/9/2025 | Antoinette M. Quigley | Safeway Purchase Chartin Cemetary ~ Reimbursement | 108.75 |
| 13015 | 6/9/2025 | RREDC | Town Square loan pmt due 7/1/25 | 1,236.87 |
| 13016 | 6/9/2025 | RREDC | Town Square loan pmnt due 5/15/2025 | 1,236.87 |
| 13017 | 6/9/2025 | John Sawatzky | Council Monthly Stipend May 2025-Sawatzky | 50.00 |
| 13018 | 6/9/2025 | Elise G. Scafani | Council Monthly Stipend May 2025-Scafani | 50.00 |
| 13019 | 6/9/2025 | SHN Consulting | INV 125638 Truck Route | 1,765.00 |
| 13020 | 6/9/2025 | Verizon Wireless | Billing Period 4/22/25-5/21/25 | 332.12 |
| 13021 | 6/9/2025 | G.L.J. Construction | INV6001 Progress Payment | 825.00 |
| 13022 | 6/13/2025 | Daniel L. Dimick | Employee: dimickd; Pay Date: 6/13/2025 | 693.85 |
| 13023 | 6/13/2025 | Michael D. Downard | Employee: downardm; Pay Date: 6/13/2025 | 938.08 |
| 13024 | 6/13/2025 | Liesl A. Finkler | Employee: finklerl; Pay Date: 6/13/2025 | 230.98 |
| 13025 | 6/13/2025 | Vicki L. Hutton | Employee: huttonv; Pay Date: 6/13/2025 | 1,847.60 |
| 250613A01 | 6/13/2025 | Christopher A. Ball | Employee: ballc; Pay Date: 6/13/2025 | 613.44 |
| 250613A02 | 6/13/2025 | Glenn R. Bernald | Employee: bernaldg; Pay Date: 6/13/2025 | 1,838.66 |
| 250613A03 | 6/13/2025 | Rosine S. Boyce-Derricott | Employee: boycer; Pay Date: 6/13/2025 | 613.36 |
| 250613A04 | 6/13/2025 | Danielle L. Burkhardt | Employee: burkhardt; Pay Date: 6/13/2025 | 2,384.67 |
| 250613A05 | 6/13/2025 | Skyler A. Coke | Employee: cokes; Pay Date: 6/13/2025 | 923.90 |
| 250613A06 | 6/13/2025 | Melissa M. Combs | Employee: combsm; Pay Date: 6/13/2025 | 587.97 |
| 250613A07 | 6/13/2025 | Christopher B. Edgar | Employee: edgarc; Pay Date: 6/13/2025 | 1,827.09 |
| 250613A08 | 6/13/2025 | Adeline L. Esh | Employee: esha; Pay Date: 6/13/2025 | 143.57 |
| 250613A09 | 6/13/2025 | Hazel E. Hale | Employee: haleh; Pay Date: 6/13/2025 | 348.64 |
| 250613A10 | 6/13/2025 | Austin R. Jones | Employee: jonesa; Pay Date: 6/13/2025 | 1,245.96 |

City of Blue Lake
Check/Voucher Register - City Council Check Report
From 6/1/2025 Through 6/30/2025

| Check Number | Check Date | Payee | Transaction Description | Check Amount |
|--------------|------------|--------------------------------|---|--------------|
| 250613A11 | 6/13/2025 | Kanoa K. Jones | Employee: jonesk; Pay Date: 6/13/2025 | 338.52 |
| 250613A12 | 6/13/2025 | Amanda L. Mager | Employee: magera; Pay Date: 6/13/2025 | 2,531.91 |
| 250613A13 | 6/13/2025 | Laura A. McClenagan | Employee: mcclenaganl; Pay Date: 6/13/2025 | 719.58 |
| 250613A14 | 6/13/2025 | Aislin N. McKinney | Employee: mckinneya; Pay Date: 6/13/2025 | 201.33 |
| 250613A15 | 6/13/2025 | Jacob P. Meng | Employee: mengj; Pay Date: 6/13/2025 | 1,354.83 |
| 250613A16 | 6/13/2025 | Antoinette M. Quigley | Employee: quigleya; Pay Date: 6/13/2025 | 1,347.51 |
| 250613A17 | 6/13/2025 | Quinn Sousa | Employee: sousaq; Pay Date: 6/13/2025 | 532.40 |
| 250613A18 | 6/13/2025 | Emily P. Wood | Employee: woode; Pay Date: 6/13/2025 | 1,506.63 |
| 250613EFT-01 | 6/13/2025 | U. S. Department of Treasury | EFTPS federal tax pmt 6.13.25 PR | 7,998.21 |
| 250613EFT-02 | 6/13/2025 | Employment Development Dept. | DE88 state tax pmt 6.13.25 PR | 1,535.99 |
| 250613EFT-03 | 6/13/2025 | Cal PERS | PERS retirement pmt 6.13.25 PR | 3,894.81 |
| 250613EFT-04 | 6/13/2025 | Freedom Voice | Freedom Voice 6/1/25 Statement | 120.15 |
| 250613EFT-05 | 6/13/2025 | CA State Disbursement Unit | 6/13/25 CS PR deductions-Coke | 92.30 |
| 250613EFT-06 | 6/13/2025 | CA State Disbursement Unit | 6/13/25 CS PR deduction-Edgar | 104.30 |
| 13026 | 6/16/2025 | Abila | Annual Renewal Software Fee | 5,078.59 |
| 13027 | 6/16/2025 | Aflac | Monthly Billing Period:May 2025 | 456.66 |
| 13028 | 6/16/2025 | A&L Feed & Garden Supply | Goat Feed/Bedding | 76.51 |
| 13029 | 6/16/2025 | AT&T | ATT May2025 | 31.54 |
| | 6/16/2025 | AT&T | ATT052025 Statement | 31.54 |
| 13030 | 6/16/2025 | B & B Portable Toilet Co. | Horse Arena 4/27/-5/24 2025 | 133.69 |
| | 6/16/2025 | B & B Portable Toilet Co. | Treatment Plant 4/27-5/24 2025 | 54.38 |
| 13031 | 6/16/2025 | Humboldt Co. Sheriff's Office | Animal Shelter Service June | 748.00 |
| 13032 | 6/16/2025 | Humb. Bay Municipal Water Dist | Billing Period 5/1-30 2025 | 17,322.23 |
| 13033 | 6/16/2025 | McKinleyville Ace Hardware | INV499721 McKinleyville Ace | 134.68 |
| | 6/16/2025 | McKinleyville Ace Hardware | P/R Facility Supply | 178.32 |
| 13034 | 6/16/2025 | Miller Farms Nursery, Inc. | Credit Return | (54.38) |
| | 6/16/2025 | Miller Farms Nursery, Inc. | Equipment Replacement - Weed Eater | 739.49 |
| | 6/16/2025 | Miller Farms Nursery, Inc. | INV 175473 Miller Farms Sprinkley Perigot Prk | 147.48 |
| | 6/16/2025 | Miller Farms Nursery, Inc. | INV175350 Miller Farms Sprinkler Repair/PR | 104.51 |
| 13035 | 6/16/2025 | The Mill Yard | INV 502691 5/12/25 Perigot Park fence | 181.58 |
| | 6/16/2025 | The Mill Yard | Millyard - Inv RB No Kink Male | 17.63 |
| | 6/16/2025 | The Mill Yard | Supplies park/skinner store/caretaker cabin | 109.93 |
| 13036 | 6/16/2025 | SHN Consulting | INV #125396 Engineering | 3,935.00 |
| 13037 | 6/23/2025 | 295 Enterprise Inc | Inv#102 March 2025 Fuel Expense | 1,207.57 |
| | 6/23/2025 | 295 Enterprise Inc | INV104 6/10/25 for Apr 2025 fuel | 1,121.38 |
| 13038 | 6/23/2025 | AT&T | Statement 5/4/2025-6/3/2025 W/S | 31.63 |
| | 6/23/2025 | AT&T | Statement 5/4/25-6/03/25 | 60.18 |
| | 6/23/2025 | AT&T | Statement 5/4/25-6/3/25 | 197.31 |
| | 6/23/2025 | AT&T | Statement 5/4/25-6/3/25 PW | 62.56 |
| 13039 | 6/23/2025 | Department of Justice | State of Cal Dept of Justice - Fingerprint | 32.00 |
| 13040 | 6/23/2025 | Cal Plumbing & Fire Supp., Inc | INV#3247 622 Blue Lake Blvd | 3,181.42 |
| 13041 | 6/23/2025 | Skyler A. Coke | Safety Boot Reimb-Coke | 175.00 |
| 13042 | 6/23/2025 | Jackson & Eklund | Inv#444646 Acct Ser Rendered | 1,482.23 |
| 13043 | 6/23/2025 | O'Reilly Auto Parts | INV3537-259677 5/9/25 | 39.49 |
| | 6/23/2025 | O'Reilly Auto Parts | TRANS3537262629 5/27/25 | 22.38 |
| 13044 | 6/23/2025 | Pacific Gas and Electric | ACCT9008287254-1 PG&E 6/3/25 Stmt | 10.09 |
| | 6/23/2025 | Pacific Gas and Electric | ACCT9126744508-7 PG&E 6/2/25 Stmt | 9,394.08 |
| 13045 | 6/23/2025 | Restif Cleaning Service | INV 145049 RESTIF | 110.00 |
| | 6/23/2025 | Restif Cleaning Service | INV145398 5/21/25 | 281.00 |
| 13046 | 6/23/2025 | Tensor IT | Billable Time | 517.50 |
| | 6/23/2025 | Tensor IT | Billing for June 2025 | 720.45 |
| | 6/23/2025 | Tensor IT | Billing for June Cloud | 200.70 |
| 13047 | 6/25/2025 | Jenin C. Costa | Employee: costaj; Pay Date: 6/25/2025 | 742.22 |
| 13048 | 6/25/2025 | Best Best & Krieger LLP | INV#1031874 June 20.25 services thru 5/31/25 | 1,260.00 |
| 13049 | 6/25/2025 | State Water Resources Ctl Brd | License Renewals T2 & D2-Bernald | 220.00 |
| 13050 | 6/25/2025 | Melissa Combs | 6/20/25 Petty Cash Balance Out | 0.00 |

City of Blue Lake
Check/Voucher Register - City Council Check Report
From 6/1/2025 Through 6/30/2025

| Check Number | Check Date | Payee | Transaction Description | Check Amount |
|--------------|------------|-------------------------------|---|--------------|
| 13051 | 6/25/2025 | Liesl Finkler | Reimb First 5 Play Grp 2/13 & 4/21/2025 | 61.84 |
| 13052 | 6/25/2025 | Fire Risk Mgmt Services | Billing Period:103-07/01/2025 to 07/31/2025 | 12,792.21 |
| 13053 | 6/25/2025 | Humboldt Co. Sheriff's Office | Law Enforcement Apr-Jun 2025 | 47,671.25 |
| | 6/25/2025 | Humboldt Co. Sheriff's Office | Law Enforcement Jan-Mar 2025 | 47,671.25 |
| 13054 | 6/25/2025 | SHN Consulting | INV#125320 Planning | 6,426.86 |
| 13055 | 6/25/2025 | Shred Aware | INV#67046 Dated 6/11/2025 | 52.44 |
| 13056 | 6/25/2025 | TAPCO Safe Travels | INV#1800035 4/15/25 Ped Crossing Battery | 371.01 |
| 13057 | 6/25/2025 | US Bank Corp. Payment Systems | Statement 5/22/2025 | 5,009.49 |
| 13058 | 6/25/2025 | Wildland Operators | INV0007 6/25/25 Bike Park | 20,000.00 |
| 13066 | 6/26/2025 | Albee & Buck | INV101202 6/23/25 P&R | 2,837.38 |
| 13067 | 6/26/2025 | Blue Lake Garbage Co. | INV55X02849 5/31/25 Park | 425.80 |
| 13068 | 6/26/2025 | Jenin C Costa | Woodbat umpire 6/1/25-6/22/25 Costa | 112.50 |
| 13069 | 6/26/2025 | Dazey's Arcata | INV9484 Dated: 5/14/2025 Misc Supplies | 34.47 |
| 13070 | 6/26/2025 | Michael Shaun Dolan | Woodbat umpire 6/1/25-6/22/25 Dolan | 767.50 |
| 13071 | 6/26/2025 | Financial Credit Network | INV for May 2025 collection fee | 188.41 |
| 13072 | 6/26/2025 | Humboldt Termite and Pest | INV568736 5/14/25 Prasch Hall | 72.00 |
| 13073 | 6/26/2025 | Austin Jones | 5/2/25 Vision Pmt - Jones | 12.94 |
| 13075 | 6/26/2025 | Microbac Laboratories, Inc. | INV 182011 5/12/2025 | 158.00 |
| | 6/26/2025 | Microbac Laboratories, Inc. | INV 182073 5/15/2025 | 142.00 |
| | 6/26/2025 | Microbac Laboratories, Inc. | INV 182136 MRB Test 5/19/25 | 158.00 |
| | 6/26/2025 | Microbac Laboratories, Inc. | INV181524 W/S Tests 4/9/25 | 142.00 |
| | 6/26/2025 | Microbac Laboratories, Inc. | INV181642 MRB Test 4/15/25 | 158.00 |
| | 6/26/2025 | Microbac Laboratories, Inc. | INV181681 WW Test 4/16/25 | 84.00 |
| | 6/26/2025 | Microbac Laboratories, Inc. | INV181828 WW Testing 4/28/25 | 469.00 |
| | 6/26/2025 | Microbac Laboratories, Inc. | INV181844 W/S Tests 4/29/25 | 142.00 |
| | 6/26/2025 | Microbac Laboratories, Inc. | INV181923 WW Test 5/2/25 | 84.00 |
| | 6/26/2025 | Microbac Laboratories, Inc. | INV182134 Testing Date 5/19/2025 | 469.00 |
| | 6/26/2025 | Microbac Laboratories, Inc. | INV182169 WW Test 5/20/2025 | 84.00 |
| | 6/26/2025 | Microbac Laboratories, Inc. | INV182406 W/S Tests 5/30/25 | 142.00 |
| | 6/26/2025 | Microbac Laboratories, Inc. | INV182454 6/5/25 | 84.00 |
| | 6/26/2025 | Microbac Laboratories, Inc. | INV182455 6/5/25 | 84.00 |
| 13076 | 6/26/2025 | Jessica B. Parker | Spring 2025 Woodbat Coordinator - Parker | 750.00 |
| 13077 | 6/26/2025 | Professional Tree Services | INV 6/25/25 Tree Removal WWTP | 1,600.00 |
| | 6/26/2025 | Professional Tree Services | INV#062025 6/20/25 Acacia Tree Perigot | 600.00 |
| 13078 | 6/26/2025 | Restif Cleaning Service | INV145571 5/31/25 City Hall | 110.00 |
| 13079 | 6/26/2025 | Reyes Coca-Cola Bottling, LLC | INV47622170028 6/25/25 P&R | 601.83 |
| 13080 | 6/26/2025 | Michael Salmon | Woodbat umpire 6/1/25-6/22/25 Salmon | 802.50 |
| 13081 | 6/26/2025 | SHN Consulting | INV125855 6/17/25 Truck Route | 4,479.00 |
| 13082 | 6/26/2025 | United Indian Health Services | 6/2/25 Dental Pmt - Mager | 218.80 |
| 13083 | 6/26/2025 | Melissa Combs - Petty Cash | 6/20/25 petty cash balance out | 30.09 |
| 13059 | 6/27/2025 | Isabella G. Crawford | Employee: crawfordi; Pay Date: 6/27/2025 | 421.12 |
| 13060 | 6/27/2025 | Daniel L. Dimick | Employee: dimickd; Pay Date: 6/27/2025 | 631.59 |
| 13061 | 6/27/2025 | Michael D. Downard | Employee: downardm; Pay Date: 6/27/2025 | 938.08 |
| 13062 | 6/27/2025 | Liesl A. Finkler | Employee: finklerl; Pay Date: 6/27/2025 | 222.73 |
| 13063 | 6/27/2025 | Vicki L. Hutton | Employee: huttonv; Pay Date: 6/27/2025 | 1,847.61 |
| 13064 | 6/27/2025 | Canyon L. Martin | Employee: martinc; Pay Date: 6/27/2025 | 458.71 |
| 13065 | 6/27/2025 | Kolter L. Nicholls | Employee: nichollsk; Pay Date: 6/27/2025 | 406.75 |
| 250627A01 | 6/27/2025 | Christopher A. Ball | Employee: balle; Pay Date: 6/27/2025 | 613.45 |
| 250627A02 | 6/27/2025 | Glenn R. Bernald | Employee: bernaldg; Pay Date: 6/27/2025 | 2,407.70 |
| 250627A03 | 6/27/2025 | Rosine S. Boyce-Derricott | Employee: boycer; Pay Date: 6/27/2025 | 633.39 |
| 250627A04 | 6/27/2025 | Danielle L. Burkhardt | Employee: burkhardt; Pay Date: 6/27/2025 | 2,090.77 |
| 250627A05 | 6/27/2025 | Skyler A. Coke | Employee: cokes; Pay Date: 6/27/2025 | 1,035.86 |
| 250627A06 | 6/27/2025 | Melissa M. Combs | Employee: combsm; Pay Date: 6/27/2025 | 618.37 |
| 250627A07 | 6/27/2025 | Christopher B. Edgar | Employee: edgarc; Pay Date: 6/27/2025 | 1,839.86 |
| 250627A08 | 6/27/2025 | Adeline L. Esh | Employee: esha; Pay Date: 6/27/2025 | 287.12 |
| 250627A09 | 6/27/2025 | Hazel E. Hale | Employee: haleh; Pay Date: 6/27/2025 | 201.45 |

City of Blue Lake
Check/Voucher Register - City Council Check Report
From 6/1/2025 Through 6/30/2025

| Check Number | Check Date | Payee | Transaction Description | Check Amount |
|--------------|------------|--------------------------------|--|--------------|
| 250627A10 | 6/27/2025 | Austin R. Jones | Employee: jonesa; Pay Date: 6/27/2025 | 1,875.06 |
| 250627A11 | 6/27/2025 | Kanoa K. Jones | Employee: jonesk; Pay Date: 6/27/2025 | 304.68 |
| 250627A12 | 6/27/2025 | Amanda L. Mager | Employee: magera; Pay Date: 6/27/2025 | 2,651.41 |
| 250627A13 | 6/27/2025 | Charles K. Mager | Employee: magerc; Pay Date: 6/27/2025 | 526.34 |
| 250627A14 | 6/27/2025 | Laura A. McClenagan | Employee: mcclenaganl; Pay Date: 6/27/2025 | 1,002.05 |
| 250627A15 | 6/27/2025 | Aislin N. McKinney | Employee: mckinneya; Pay Date: 6/27/2025 | 547.84 |
| 250627A16 | 6/27/2025 | Jacob P. Meng | Employee: mengj; Pay Date: 6/27/2025 | 1,162.53 |
| 250627A17 | 6/27/2025 | Antoinette M. Quigley | Employee: quigleya; Pay Date: 6/27/2025 | 1,390.83 |
| 250627A18 | 6/27/2025 | Quinn Sousa | Employee: sousaq; Pay Date: 6/27/2025 | 985.64 |
| 250627A19 | 6/27/2025 | Emily P. Wood | Employee: woode; Pay Date: 6/27/2025 | 1,506.64 |
| 250627EFT-01 | 6/27/2025 | U. S. Department of Treasury | EFTPS federal tax pmt 6.27.25 PR | 9,208.39 |
| 250627EFT-02 | 6/27/2025 | Employment Development Dept. | DE88 state tax pmt 6.27.25 PR | 1,807.65 |
| 250627EFT-03 | 6/27/2025 | Cal PERS | PERS retirement pmt 6.27.25 PR | 3,910.94 |
| 250627EFT-04 | 6/27/2025 | CA State Disbursement Unit | 6.27.25 CS PR deduction-Coke | 92.30 |
| 250627EFT-05 | 6/27/2025 | CA State Disbursement Unit | 6.27.25 CS PR deduction-Edgar | 104.30 |
| 13084 | 6/30/2025 | Aflac | INV465500 6/25/25 Aflac | 304.44 |
| 13085 | 6/30/2025 | Coastal Business Systems Inc. | INV39541651 6/26/25 copiers | 637.69 |
| 13086 | 6/30/2025 | Calif. Rural Water Association | Mar 2025 to Mar 2026 annual CRWA dues | 782.00 |
| 13087 | 6/30/2025 | Ajay Mehta Dental Corp | 6/25/25 Dental Payment - Edgar | 116.00 |
| 13088 | 6/30/2025 | The Mitchell Law Firm, LLP | INV7943 5/31/25 Mitchell Law | 12,313.70 |
| 13089 | 6/30/2025 | Times Printing Company | INV25-50801 6/27/25 W/S | 323.49 |
| Report Total | | | | 311,283.44 |



CITY OF BLUE LAKE

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

July 22, 2025

TO: Blue Lake City Council

FROM: Garry Rees, City Planner

RE: Agenda Item 8: Amendment of the City of Blue Lake General Plan Housing Element Update for the 2019-2027 Planning Cycle (6th Cycle) – 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 and City Council 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 Draft 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 Draft 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 Draft 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 for application to a property in the City to allow a multi-family project 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 Draft 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 Draft 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 Draft 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 Draft 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 ~~striketroughs~~. The revised Draft IS (dated November 2024) is available on the City’s website at the link provided on page 1 of this staff report. Also see discussion below under the ‘City Council Adoption’ section about additional minor revisions made to the Draft IS in July 2025.

Planning Commission Recommendation

With HCD determining that the Draft 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 Draft 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 Draft 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 Draft Housing Element Update and CEQA Negative Declaration. The City Council held public hearings on December 10, 2024, January 28, 2025, and March 25, 2025. Additionally, a

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.

After the March 25, 2025 public hearing, the City engaged in correspondence with HCD regarding the timeline for completing the actions necessary to achieve compliance with State housing law. These actions include adopting the Draft Housing Element Update, implementing Housing Element Program HI-14 (Rezoning and By Right Procedures), and submitting an electronic site inventory. Through the correspondence with HCD, the City committed to achieving compliance with State housing law by December 15, 2025.

In July 2025, revisions were made to the February 2024 Draft Housing Element Update including adjustments to the site inventory and related text and figures as well as other non-substantive revisions. Overall, the revisions reduced the projected number of units on the vacant sites included in the site inventory while still showing a surplus of units above the City's RHNA allocation in all income categories. For reference, Figure 1 from the February 2024 Draft Housing Element Update is provided at the end of this staff report with labels identifying the revisions to the site inventory. Revisions were also made to the CEQA Negative Declaration to provide consistency with the revisions to the Draft Housing Element Update. The revisions to the Draft Housing Element Update were reviewed by HCD on July 14, 2025, and they determined that the revisions were minor adjustments and would not require further review by their department prior to adoption by the City. The revised Draft Housing Element Update and revised Draft CEQA Negative Declaration (both dated July 2025) are available on the City's website at the link provided on page 1 of this staff report.

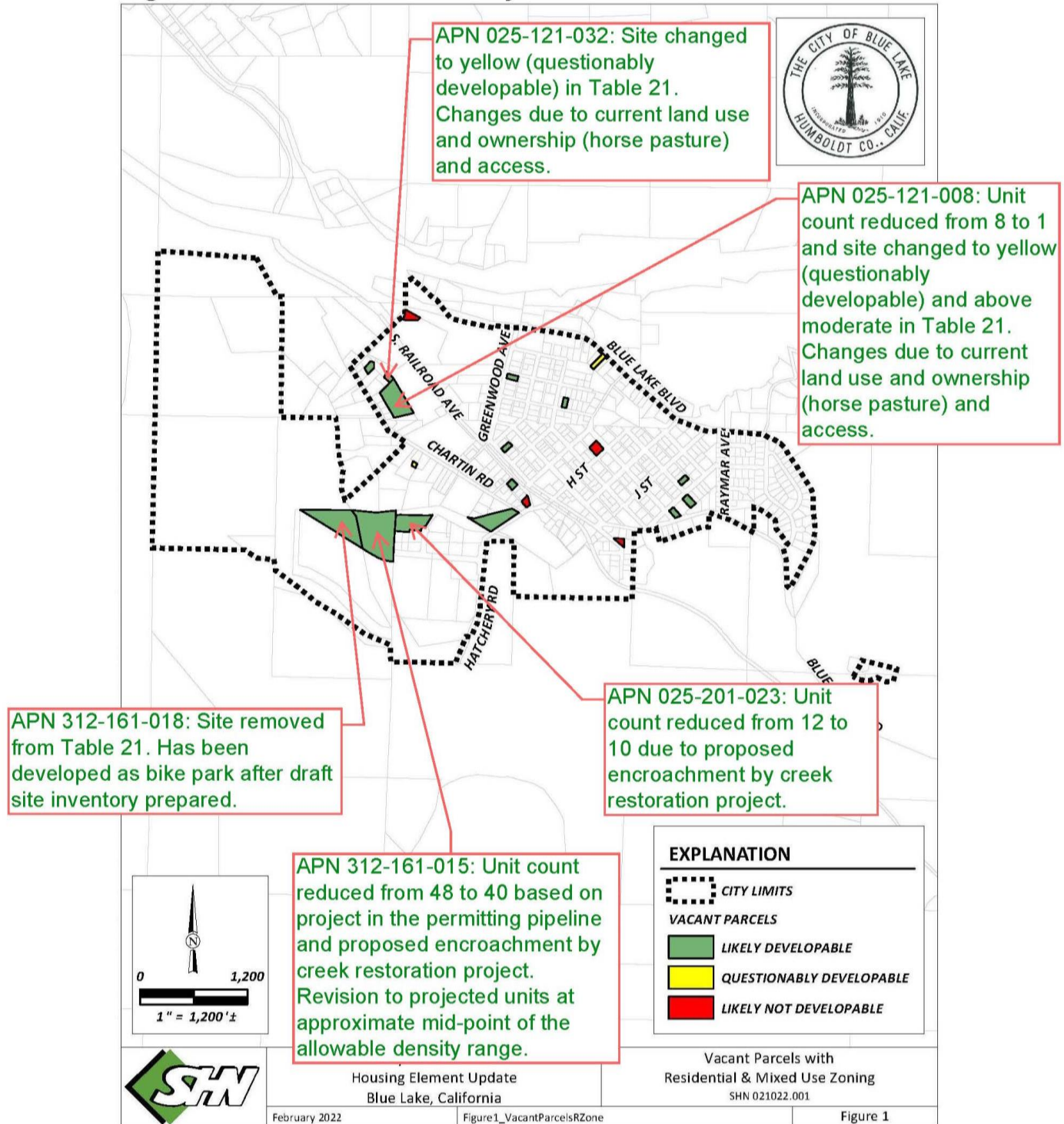
This item has been scheduled for a public hearing at the July 22, 2025 City Council meeting for the Council to consider adoption of the revised General Plan Housing Element Update and CEQA Negative Declaration through the adoption of Resolution No. 1235 (see **Attachment 4**), a Resolution of the City 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 revised 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 revised General Plan Housing Element Update and CEQA Negative Declaration and ask questions of City staff.
- 5) Adopt Resolution No. 1235.

Figure 1 – Vacant Sites Inventory



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
www.shn-engr.com
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.

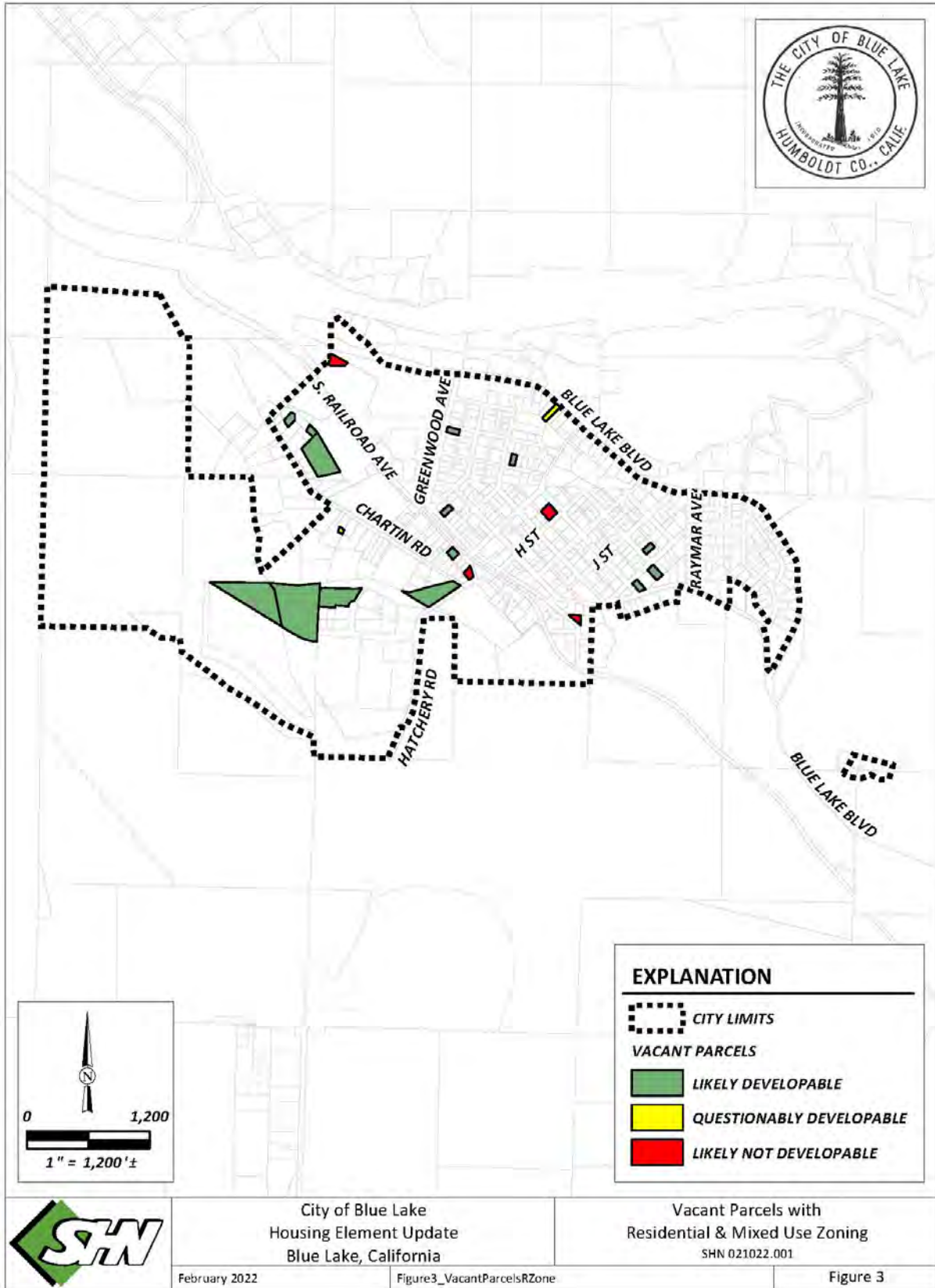
We are supportive of the Housing Element for the City of Blue Lake, but please note that precautions and additional work may be necessary in order to develop these parcels into residential units so that there are no significant health risks to future occupants. Please let me know if you have any questions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

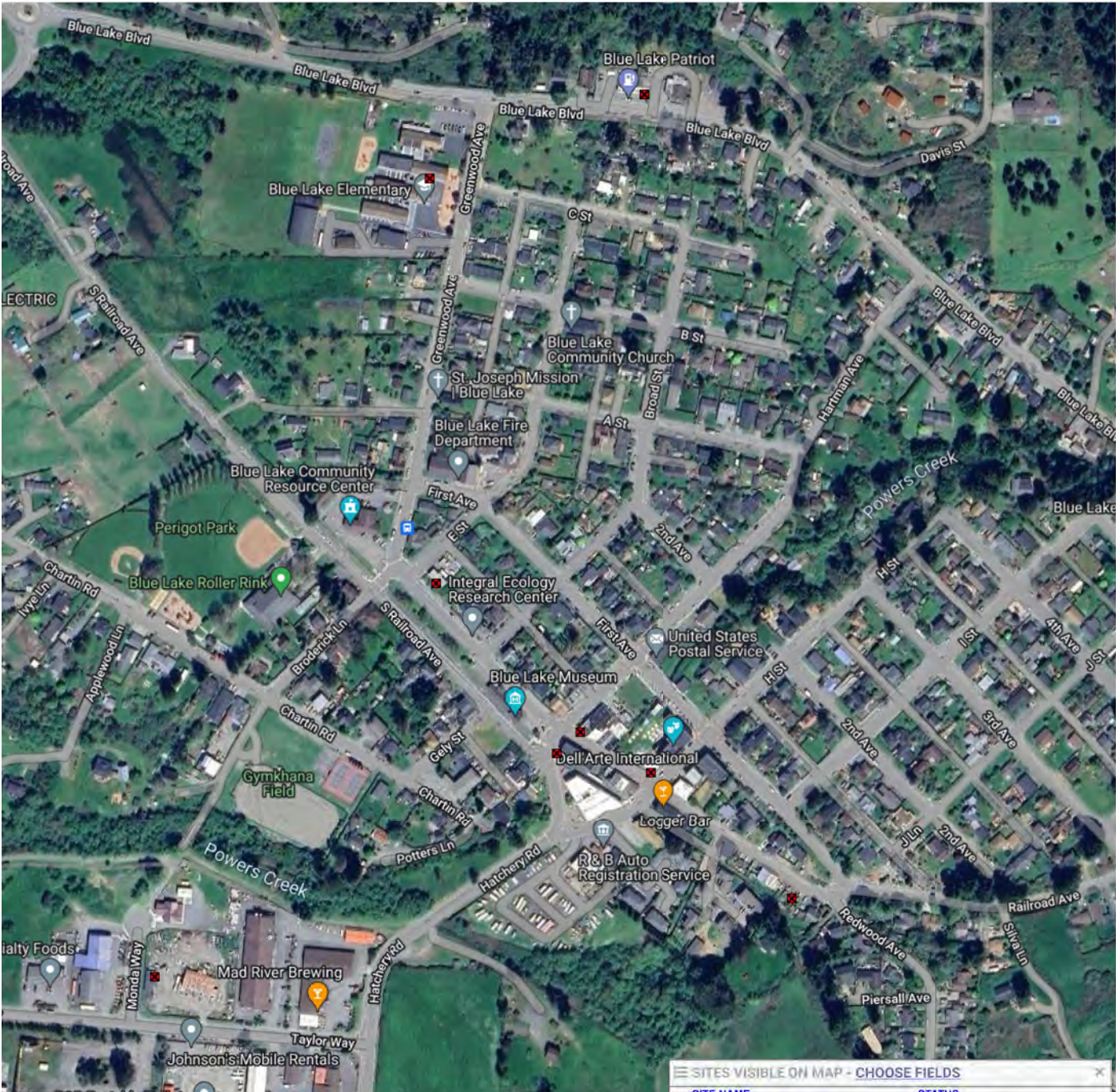
Best,

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







LEGEND - CHOOSE MORE SITES

LUST Cleanup Sites - REMOVE

Cleanup Program Sites - REMOVE

Military Cleanup Sites - REMOVE

Military Privatized Sites - REMOVE

Military UST Sites - REMOVE

☒ Signifies a Closed Site

ACTIVE MAP COVERAGES:

Military Bases

REMOVE

| SITES VISIBLE ON MAP - CHOOSE FIELDS | |
|---|-------------------------|
| SITE NAME | STATUS |
| <div><div></div>BIG OIL & TIRE - BLUE LAKE BP</div> | COMPLETED - CASE CLOSED |
| <div><div></div>BLUE LAKE BELTING AND LEATHER WORKS</div> | COMPLETED - CASE CLOSED |
| <div><div></div>BLUE LAKE MARKET</div> | COMPLETED - CASE CLOSED |
| <div><div></div>BLUE LAKE PUBLIC WORKS YARD</div> | COMPLETED - CASE CLOSED |
| <div><div></div>BLUE LAKE UNION ELEMENTARY SCHOOL</div> | COMPLETED - CASE CLOSED |
| <div><div></div>HCDPW BLUE LAKE MAINTENANCE STATION</div> | COMPLETED - CASE CLOSED |
| <div><div></div>JACKSONS GARAGE</div> | COMPLETED - CASE CLOSED |
| <div><div></div>LUNDBLADE PROPERTY</div> | COMPLETED - CASE CLOSED |
| <div><div></div>PRIVATE RESIDENCE</div> | 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



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

From: Idiane <Idiane@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 <Idiane@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
812 W Wabash Ave, Eureka, CA 95501
(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 come 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 Commision, 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: | | | | |
| 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

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

| | Potentially Significant Impact | Less Than Significant With Mitigation Incorporated | Less Than Significant Impact | No Impact |
|---|--------------------------------------|--|-------------------------------------|-------------------------------------|
| 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 <Idiane@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,

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

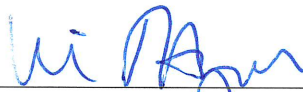
INTRODUCED, PASSED, AND ADOPTED this 18th day of November 2024, by the following vote:

AYES: Hogan, Cseh, ISSAC

NAYS: Ø

ABSENT: Pryor, Schang

ABSTAIN: Ø


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

ATTEST: Amanda Mager

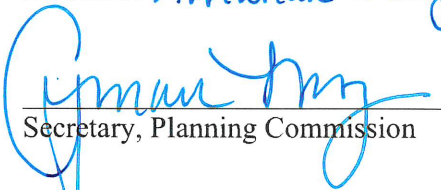

Secretary, Planning Commission

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 duly noticed Public Hearings on December 10, 2024, January 28, 2025, and March 25, 2025, at which it received presentations 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, the City made revisions to the Housing Element in July 2025 including adjustments to the site inventory and related text and figures as well as other non-substantive revisions; and

WHEREAS, the revisions were reviewed by the State Department of Housing and Community Development on July 14, 2025 and it was determined that the revisions were minor adjustments and would not require further review by their Department prior to adoption by the City; 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, July, 2025, 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 with minor 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

RESOLUTION NO. 1235

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 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, July, 2025, 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 22nd day of July 2025, by the following vote:

AYES:

NAYS:

RESOLUTION NO. 1235

ABSENT:

ABSTAIN:

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/2025/07/Housing-
Element-Update-Rev-July-2025-Recent.pdf](https://bluelake.ca.gov/wp-content/uploads/2025/07/Housing-Element-Update-Rev-July-2025-Recent.pdf)**



City of Blue Lake

City Council Meeting Agenda Report

Item #: 10
Date: July 22, 2025
Item Subject: Second Reading by title only & adoption of Ordinance No. 547-2025
Submitted By: Dani Burkhardt – Acting City Manager

General Information: At its June 27, 2025 meeting, the City Council conducted the first reading of Ordinance No. 547-2025, which establishes mandatory helmet and protective gear use at the Blue Lake Bike & Skate Park. The ordinance is now being presented for second reading by title only and adoption.

The purpose of the ordinance is to enhance public safety in anticipation of increased use and future activities at the park, as recommended by the City's risk management team.

Background Material Provided: ORDINANCE NO. 547-2025 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BLUE LAKE ADOPTING HELMET AND PROTECTIVE GEAR USE AT THE BLUE LAKE BIKE & SKATE PARK

Fiscal Impact: Potential for minor costs associated with enforcement of the ordinance.

Recommended Action: Move to adopt Ordinance No. 547-2025, entitled, "An Ordinance of the City Council of the City of Blue Lake, adopting helmet and protective gear use at the Blue Lake Bike & Skate Park", and waive the full reading of the ordinance, with the reading by title only.

Review Information:

City Manager Review: ☒ Legal Review: ☐ Planner Review: ☐ Engineer: ☐

Comments:

ORDINANCE NO. 547-2025

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BLUE LAKE
ADOPTING HELMET AND PROTECTIVE GEAR USE AT
THE BLUE LAKE BIKE & SKATE PARK AND AMENDING BLUE LAKE
MUNICIPAL CODE**

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 Blue Lake Bike & Skate Park will open as a facility under the jurisdiction of Blue Lake Parks & Recreation Department on City Property;
2. The City determines it necessary to comply with Health and Safety Code section 115800 for use and enjoyment of the Blue Lake Bike & Skate Park;
3. To comply with Health and Safety Code section 115800, The City finds and determines a person riding a skateboard or other wheeled recreational device at this facility must wear a helmet, elbow pads, and knee pads;
4. The City determines a structure for violation abatement must be established in order to ensure compliance.
5. The posting of signs at this facility will afford reasonable notice that a person riding a skateboard or other wheeled recreational device in this facility must wear a helmet, elbow pads, and knee pads, and that a person failing to do so will be subject to citation listed within this Ordinance.
6. Amendment of Blue Lake Municipal Code Chapter 12.04, Public Park Regulations, is necessary for proper inclusion of the Blue Lake Bike & Skate Park and related regulations.

Section 2. CODE AMENDMENT. Section 12.04.025 is hereby added to Chapter 12.04 of the Blue Lake Municipal Code and shall be titled:

Blue Lake Bike & Skate Park.

Section 12.04.025 shall read as follows:

A. Any person utilizing the Blue Lake Bike & Skate Park may drive or ride any nonmotorized bicycle, skateboard, scooter, inline skate, roller skate, unicycle, wheelchair, or mobility assistance device. The above list of nonmotorized devices are referred to individually in this section as a “wheeled recreational device.” All vehicles or devices not included herein are prohibited from use within the Blue Lake Bike & Skate Park.

B. Any person riding a wheeled recreational device at the Blue Lake Bike & Skate Park must wear a helmet, elbow pads, and knee pads.

C. The Blue Lake Bike & Skate Park shall have physical signs posted at the facility which are provided to afford reasonable notice that any person riding a wheeled recreational device in this facility must wear a helmet, elbow pads, and knee pads.

D. Any person failing to wear a helmet, elbow pads, and knee pads while riding any wheeled recreational device at the Blue Lake Bike & Skate Park will be subject to citation as follows:

(1) First Violation; Written warning issued by the Director of Parks & Recreation stating date of violation; included with a copy of this Ordinance.

(2) Second Violation; Written warning issued by the Director of Parks & Recreation stating date of violation, \$250 fine, and an included copy of this Ordinance.

(3) Third and subsequent Violations; Written warning issued by the Director of Parks & Recreation stating date of violation, \$500 fine, an included copy of this Ordinance and six month restriction of park access and/or usage.

E. Violations of this Section shall be exempt of the provisions of Blue Lake Municipal Code section 12.04.130. All other provisions of Chapter 12.04, Public Park Regulations, shall apply to this section 12.04.025.

Section 4. FURTHER CODE AMENDMENT: BLMC Section 12.04.010. The definition for “Vehicle” within Section 12.04.010 is hereby amended and shall read as follows:

“Vehicle” means any wheeled conveyance, whether motor-powered, animal drawn, or self-propelled. The term shall include any trailer in tow of any size or kind. Exception is made for baby carriages or wheelchairs, mobility chairs, or mobility scooters being required or necessary for personal transportation, or vehicles in the service of the City.

Section 5. FURTHER CODE AMENDMENT: BLMC Section 12.04.040. Section 12.04.040 of the Blue Lake Municipal Code is hereby amended and shall read as follows:

No person in the park shall:

A. Fail to comply with all applicable provisions of the **Vehicle Code** of the State of California in regard to equipment and operation of vehicles together with such regulations as are contained in this chapter and ordinances of the City of Blue Lake regulating traffic.

B. Fail to obey all police officers and park caretakers who are hereafter authorized and instructed to direct traffic whenever and wherever needed in the park in accordance with the provisions of these regulations and such supplementary regulations as may be issued subsequently by the City.

C. Fail to observe carefully all traffic signs, parking, and all other signs posted for the proper control and to safeguard life and property.

D. Ride or drive any vehicle on any area in the park system of the City, including the Perigot Park, Rodeo Grounds or Tot Lot. This subsection excludes the Blue Lake Bike & Skate Park.

E. Drive or ride any motor-driven vehicle in the park system of the City, including in Perigot Park, Rodeo Grounds or Tot Lot, or Blue Lake Bike & Skate Park.

F. Park a vehicle in other than an established or designated parking area in the park system, whether Perigot Park, Rodeo Grounds or Tot Lot, and parking shall be in accordance with the posted directions at any area and with the instructions of any attendant who may be present.

Section 6. CEQA. The adoption of this ordinance is not a “project” under the California Environmental Quality Act because the Ordinance will not result in direct or indirect physical changes in the environment, as contemplated by Title 14, California Code of Regulations, section 15378(b)(5).

Section 7. SEVERABILITY. If any section, subsection, clause or phrase or portion of this ordinance 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 City Council hereby declares that it would have passed the ordinance; 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 will be declared invalid or unconstitutional.

Section 8. 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 ____ day of _____, 2025.

AYES:

NAYS:

ABSENT:

ABSTAIN:

John Sawatzky,
Mayor, City of Blue Lake

ATTEST:

Dani Burkhart,
City Clerk, City of Blue Lake

CLERK'S CERTIFICATE

THIS IS TO CERTIFY that Ordinance No. 547-2025 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 _____, 2025. This Ordinance, again read at a regular meeting of the Blue Lake City Council, held on _____, 2025, and at the time, passed by roll call vote, the vote on the adoption of the Ordinance being as follows:

AYES:

NOES:

ABSENT

Dani Burkhart,
City Clerk, City of Blue Lake



City of Blue Lake

City Council Meeting Agenda Report

Item #: 11
Date: July 22, 2025
Item Subject: Adoption of Resolution No. 1238 – Approving the Application for the Land and Water Conservation Fund for the Blue Lake Bike & Skate Park Project
Submitted By: Dani Burkhart – Acting City Manager

General Information: The City of Blue Lake is seeking funding assistance for the Blue Lake Bike & Skate Park Project through the Land and Water Conservation Fund (LWCF), a federal grant program administered by the California Department of Parks and Recreation. Resolution No. 1238 is required as part of the application process to certify the City's commitment to the project and to authorize the necessary application actions.

The resolution confirms the City's eligibility, agreement to grant requirements, and availability of matching funds. It also appoints the Director of Parks & Recreation to act as the City's agent for all grant-related matters, including application submission and project documentation.

Background Material Provided: Resolution No. 1238 – A Resolution of the City of Blue Lake Approving the Application for the Land and Water Conservation Fund Blue Lake Bike and Skate Park Project

Fiscal Impact: The LWCF program may reimburse up to 50% of eligible project costs. The City must provide matching funds, which may come from eligible sources such as local funds or in-kind contributions.

Recommended Action: Adopt Resolution No. 1238, approving the application for Land and Water Conservation Fund assistance for the Blue Lake Bike & Skate Park Project, and authorizing the Director of Parks & Recreation to execute and submit all required documentation.

Review Information:

City Manager Review: ☒ Legal Review: ☐ Planner Review: ☐ Engineer: ☐

Comments:

Resolution No. 1238

RESOLUTION OF THE CITY OF BLUE LAKE APPROVING THE APPLICATION FOR THE LAND AND WATER CONSERVATION FUND BLUE LAKE BIKE AND SKATE PARK PROJECT

WHEREAS, the Congress under Public Law 88-578 has authorized the establishment of a federal Land and Water Conservation Fund Grant-In-Aid program, providing matching funds to the State of California and its political subdivisions for acquiring lands and developing Facilities for public outdoor recreation purposes; and

WHEREAS, the California Department of Parks and Recreation is responsible for administration of the program in the State, setting up necessary rules and procedures governing applications by local agencies under the program; and

WHEREAS, the applicant certifies by resolution the approval of the application and the availability of eligible matching funds prior to submission of the application to the State; and

NOW, THEREFORE, BE IT RESOLVED that the City of Blue Lake hereby:

1. Approves the filing of an application for Land and Water Conservation Fund assistance for the proposed; Blue Lake Bike & Skate Park
2. Certifies that the applicant has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Grant Administration Guide; and
3. Agrees to abide by 54 U.S.C. §200305(f)(3) which requires, "No property acquired or developed with assistance under this section shall, without the approval of the National Secretary of the Interior, be converted to other than public outdoor recreation uses. The Secretary shall approve such conversion only if he finds it to be in accord with the then existing comprehensive statewide outdoor recreation plan and only upon such conditions as he deems necessary to assure the substitution of other recreation properties of at least equal fair market value and of reasonably equivalent usefulness and location."
4. Certifies that said agency has matching funds from eligible source(s) and can finance 100 percent of the project, which up to half may be reimbursed; and
5. Agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines.
6. Appoints the Director of Parks & Recreation as agent of the applicant to conduct all negotiations and execute and submit all documents, including, but not limited to, applications, contracts, amendments, payment requests, and compliance with all applicable current state and federal laws which may be necessary for the completion of the aforementioned project.

Approved and Adopted on the _____ day of _____, 2025.

I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by _____ following a roll call vote:

John Sawatzky, Mayor, City of Blue Lake

Ayes _____
Noes _____
Absent _____

Dani Burkhardt, City Clerk, City of Blue Lake



City of Blue Lake

City Council Meeting Agenda Report

Item #: 13
Date: July 22, 2025
Item Subject: Consider Changes to Council Meeting Schedule
Submitted By: Dani Burkhardt – Acting City Manager

General Information: At the request of the City Council, this item has been agendized for discussion regarding the potential addition of a second regular monthly meeting to the Council's schedule. The City Council currently holds regular meetings on the fourth Tuesday of each month.

If the Council chooses to move forward with adding a second regular meeting, staff will return with a draft ordinance amending the Blue Lake Municipal Code to formally establish the updated meeting schedule.

Background Material Provided: None

Fiscal Impact: Minor administrative costs associated with scheduling, noticing, and staffing an additional regular meeting each month.

Recommended Action: Discuss the potential addition of a second regular City Council meeting each month. If Council wishes to proceed, direct staff to prepare an ordinance amending the Municipal Code to reflect the updated regular meeting schedule.

Review Information:

City Manager Review: ☒ Legal Review: ☒ Planner Review: ☐ Engineer: ☐

Comments:



City of Blue Lake

City Council Meeting Agenda Report

Item #: 14
Date: July 22, 2025
Item Subject: Consider Changes to Agenda Setting Ad Hoc
Submitted By: Dani Burkhardt – Acting City Manager

General Information: At the request of the City Council, this item has been agendaized to discuss potential changes to the Agenda Setting Ad Hoc Committee. The Council may consider revising the committee's composition, purpose, or procedures.

As this is an ad hoc committee, any changes can be made by Council action and do not require an amendment to the Municipal Code. Staff will implement any changes as directed.

Background Material Provided: None

Fiscal Impact: None.

Recommended Action: Discuss potential changes to the Agenda Setting Ad Hoc Committee and provide direction to staff.

Review Information:

City Manager Review: ☒ Legal Review: ☒ Planner Review: ☐ Engineer: ☐

Comments:

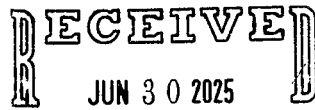
**JULY
2025**



CITY OF BLUE LAKE

COUNCIL CORRESPONDENCE





Dani Burkhardt <citymanager@bluelake.ca.gov>

BY:

HCD Response in Lost Coast Outpost

1 message

dennis whitcomb <whitcomb@suddenlink.net>

Sun, Jun 29, 2025 at 6:08 AM

To: Elise Scafani <escafani@bluelake.ca.gov>, jsawatzky@bluelake.ca.gov, Kat Napier <knapier@bluelake.ca.gov>, mlewislusso@bluelake.ca.gov, Dani Burkhardt <citymanager@bluelake.ca.gov>

I am surprised about the latest HCD response after they sent the City such a relaxed suspense previously. However, if the article is correct, I believe the Council must act immediately to endorse the April Housing Element and humbly request that HCD reconsider the punishment, which is harsh for a small city without other forms of revenue.

You will still be able to work additional elements into the next cycle due Aug 27.

A timely response is important if we wish to try and avoid the punishment. So I suggest that the Council consider setting a special meeting for Tuesday to endorse the Housing element and send an appropriate letter explaining the delay was a mistake and the Council now understands that it must include new items in the next cycle, etc...

Regards,

Den

707 740 9124



Dani Burkhart <citymanager@bluelake.ca.gov>

Fw: Public comment on non agenda items;

1 message

Kent Sawatzky <kentsawatzky@hotmail.com>
To: Dani Burkhart <citymanager@bluelake.ca.gov>

Fri, Jul 18, 2025 at 9:38 AM

FYI Please forward to Emily and to the Council. Maybe we can start the process for an ordinance in Blue Lake? Is this a Safety Commission item?
Kent

From: Kent Sawatzky <kentsawatzky@hotmail.com>
Sent: Friday, July 18, 2025 9:30 AM
To: COB <cob@co.humboldt.ca.us>
Subject: Public comment on non agenda items;

RECEIVED
JUL 18 2025

Kaleigh,
Please include the following under comments on non agenda items.
Kent Sawatzky

BY:-----

FREE PILES ARE NOT FREE.

Recently Sgt. Steel and his crew did a fantastic job clearing out a homeless encampment on Hatchery Road outside of Blue Lake. Four of the occupants did not leave when required to and were arrested. In speaking to me Deputy Jereme Mullen, he mentioned that there would have to be a major cleanup of the sites. He has been involved in cleanup of the homeless encampments for years. Part of the problem is that the homeless drag items from "Free Piles" left at curbside.

I spoke with Emily Wood, (City of Blue Lake Parks and Recreation Director), She mentioned how much City public works staff time was spent cleaning up these "Free Piles". We are in agreement that at the end of the day the free piles should be removed from the sidewalk or yard. Save them for next sale, get them to a worthy cause to be sold, or take them to the dump.

Emily suggested a slogan such as "At the End of the Day, Put Them Away" Blue Lake has a City Wide Yard Sale August 16th. Hopefully the City will follow Emily's lead..

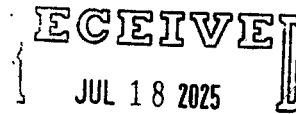
FLOCK CAMERAS SAVE TIME/MONEY AND LIVES.

Recently there was a tragic Homicide in the Glendale Fieldbrook area of Humboldt County. The Murders were solved by some great investigative work and the use of the FLOCK cameras. It is a bummer that some of the Board of Sups and the City of Eureka City Council don't recognize how technology can help solve crimes. To install the FLOCK cameras, as recommended by Law enforcement county wide can take major criminals of the street.

Please put items on the agenda to address both of these concerns brought to me by your constituents.

Kent Sawatzky

Jean Lynch
420 Greenwood Rd
Blue Lake CA 95525



17 July, 2025

BY:

Dear Council Members, City of Blue Lake, CA

As a long time member of the City of Blue Lake and a past member of this council I would like to address the concerns I have regarding parcel #'s 025-201-023 and parcel 312-161-015 in regards to new construction development and the housing element.

The levee property adjacent to the property in question was constructed by the U.S Army corps of Engineers, having been completed in 1965. In 1983 the City signed an agreement for operation and maintenance of the levee. The most recent routine Inspection Report by the Army Corps of Engineers signed april 5, 2013 contained a rating of "marginally acceptable"

On page 58 the housing element has discussed stormwater, which discusses the infrastructure. Per this information it says" The stormwater system in the City is currently inadequate and the location, sizing, and condition of all stormwater infrastructure is unknown. A large portion of the City of Blue Lake's infrastructure dates back to the 1950 and 60,s and will need to be replaced in the foreseeable future."(I would like to add here that the outdated connections around town for water are causing problems of leaking now.)

This information would lead me to believe the west side of the levee ,which is under the responsibility of the city of Blue Lake, was not mentioned in the housing element report as impacting the development of the two properties listed in my first paragraph. The levee is in fact part of the stormwater infrastructure and it is also noted several times in various meeting of the council that the levee is not certified.

As a long time member of the Humboldt area and at one point a Real Estate agent, I am keenly aware of the flooding factor in regarding the purchasing and livability of property. I have concerns not only about the development of the parcels, but also possible flooding issues in surrounding properties.

I would think at this time the council and the State of Calif. could find a solution for this dilemma by contacting the U.S. Corps of Engineers and our Humboldt co. elected officials, and qualifying that the properties mentioned are not exposed to flooding if the levee is inadequate.

Respectfully,

Jean Lynch

420 Greenwood Rd.

Blue Lake CA 95525

Cc: Dani Burkhart citymanager@bluelake.ca.gov