



City of Blue Lake

Arts and Heritage Commission

Meeting Agenda

Monday October 13th, 2025, at 6:30PM

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

MEETING LOCATION: Skinner Store 111 Greenwood Road, Behind City Hall, Blue Lake.

Public Input can be given to the Commission by contacting the City Clerk at cityclerk@bluelake.ca.gov, or by phone at 707-668-5655 until 4:00 p.m. on the date of the meeting.

Written comments may be submitted via email or by submission to the City Clerk at City Hall.

1. Establish a Quorum of the Commission
2. Approve the Agenda
3. Land Acknowledgement-Discussion/Action
4. Public Comment on Non-Agenda Items – *The Public is invited to present petitions, make announcements, or provide other information to the Commission that is relevant to the scope of authority of the City of Blue Lake that is not on the Agenda. The Commission may provide up to 15 minutes for this public input session. To ensure that each individual presentation is heard, the Commission 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 Commission takes up each specific agenda item.*
5. Appoint Secretary/Minutes Taker
6. Approve January 13, 2025, Meeting Minutes-Discussion/Action
7. Approve September 8th, 2025, Meeting Minutes-Discussion/Action
8. Receive Resignation of Elizabeth Mackay dated Oct 7th, 2025
9. Appoint Chairperson-continued from September meeting-Discussion/Action
10. Survey for Blue Lake Residents “How to Get the Community Involved” – Discussion
11. City Logo – Discussion
12. Murals and Sculpture-Ad Hoc Committee Update -Discussion/Take Action as Appropriate
13. Fire Hydrant Project –Discussion/Take Action as Appropriate
14. Acknowledge Makers Space - Discussion/Take Action as Appropriate
15. Artificial Intelligence Use Policy-Discussion/Recommendation
16. Future Agenda Items and Announcements
17. Motion to Adjourn

A request for disability-related modification or accommodation(s), 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

Arts and Heritage Commission Meeting Minutes January 13, 2025

1. Quorum Established: Elizabeth Mackay, Julie Douglas, Sherri Green

Commissioners Absence: Randy Toroni, Alice Finen

Staff Present: Mandy Mager

Public Present: Justin Goad, John Sawatzky

Meeting Called to Order: 6:35PM

2. Approval of the Agenda

Public Comment: None

Motion: To approve the agenda tabling item #8-AI Policy Discussion

Motion by: Green

Seconded by: Douglas

Motion Summary: Consensus

Public Comment:

John Sawatzky: None

Public Comment Closed.

3. Approval of the November 18, 2024 meeting minutes

Motion: to Approve the Minutes from November 18, 2024 as presented

Motion by: Douglas

Seconded by: Green

No Public Comment

Motion Summary: Consensus

4. Art Based Traffic Calming

City Manager Mager presents on the item; work continues on traffic striping on Greenwood Road; staff is working to ensure that installation of the blue paint at the crossings by the school can be applied to the crossings. City Public Works staff may paint the blue in the Spring if it can be maintained and will not cause visibility issues. Additional traffic striping will take place in upcoming weeks.

City staff is working on a design for a mini roundabout; the City has received funding from HCAOG to design, engineer and install a mini roundabout on G Street. City staff will work with the community on the design to ensure pedestrian safety; additionally the mini roundabout will be designed in a manner to allow it to be replicated in other areas. I Street is another location that a

mini roundabout could be installed; other options include diagonal parking, signage and stop signs. This work will start after the Greenwood project is completed.

Public Comment:

John Sawatzky: States he is speaking as a community member; supports the mini roundabout idea and would like to see a sculpture and mosaics as part of the design.

5. **City Hall Signage:** City Manager Mager presents the draft sign package for City Hall; this includes the main sign at the front lawn and the signs for the building that have the hours and contact numbers for City Hall. Commissioners reviewed the signage and recommended switching the orange border to a blue border. The City Manager will ask the sign company to provide a revised submittal with the color change; this will be brought to the City Council for approval at the January 28, 2025 meeting.

Public Comment: None

6. **Fire Hydrant Art Project:** City Manager Mager presents an update on the project; due to the continued weather issues it was recommended that the artists work at their own schedule and pace. City staff has prepared a packet for the hydrant adoptees; this packet will be circulated and public works will set aside time when the paint will be made available for pick up.

No Public Comment

7. **Murals and Sculpture Report:** The Commission discusses options to increase opportunities to develop murals and the development of sculpture installations. City Manager Mager recommends that the Commission focus on a single mural location and a single sculpture location to start out. The Commission agrees to focus on the Dell'Arte south wall for a mural and the mini roundabout and a location near the museum for a sculpture. The Commissioners will reach out to local artists to gain interest and discussions regarding the Dell'Arte mural will include ideas, vision, partnerships and messaging.

Public Comment:

John Sawatzky: States his support of the mural by Frank Onstine's house and how it enhances the creek and covers up the concrete.

8. Future Agenda Items:

- a. Land Acknowledgement Discussion
- b. Murals and Sculptures Report
- c. Artificial Intelligence Discussion and Policy Recommendation

82 **9. Adjournment**
83 Motion to Adjourn: 7:35pm
84 Motion by: Green
85 Seconded by: Douglas
86 Motion Summary: Consensus

DRAFT



City of Blue Lake
Arts and Heritage Commission Meeting Minutes
September 8, 2025

- 5
6 1. **Quorum established:** Ruah (Cyndy) Phillips, Barbara Russell, and Sherry Green
7 Commissioner's Absence: Elizabeth McKay
8 A&H Liaison: John Sawatzky,
9 Public Present: Justin Goad, Kent Sawatzky, Diane Yang
10

11 2. **Approve the agenda.**
12

13 **Public Comment:**

14 Julie ____ proposed to accept Agenda but kick the action items for tonight as the public was
15 not given a packet for any of those items and decide what items to start with tonight and
16 what to keep for next meeting. She encouraged the commission to focus on the projects we
17 could do before the October's meeting, like the hydrants, so we could keep moving forward.
18 Barbara commented that she liked the suggestion but thought we would go through things
19 quickly and asked for clarification on the action items.

20 Sherry asked for a motion to table action items since the A&H Commission is just
21 reforming...to table #8 until next meeting.

22 Sherry made the motion to approve the agenda as presented. Barbara seconded it.
23 Unanimous approval.

24 3. **Public Comments on Non-Agenda Items**

25 Sherry read the Public comments agenda section aloud.

26 Ken Sawatzky requested going back to look at the branding/logo of Blue Lake. He didn't like
27 the darkness of the currently approved logo. He felt as a businessman, it wasn't marketable to
28 Blue Lake. He suggested the current A&H Commission play with ideas, maybe get 3-4 of
29 them, and ask for public opinion to see what the people of Blue Lake want.

30 Julie (Unsure of last name) concurred with Ken's comments. She proposed a new logo/brand
31 every year so that it opens opportunities for schools and children to contribute. She also
32 encouraged local children's involvement: fire hydrants, murals, anything we can do to bring
33 kids in. She said she'd be happy to help the A&H Commission forge connections with the
34 local school and teachers if we didn't have them already.
35

36 4. **Appoint a Chair-person**

37 Sherry mentioned Elizabeth wasn't back. Ruah asked if we could continue it until next
38 meeting. Sherry agreed.

39 Opened for public comments. No public comment.
40
41
42
43

44 5. Survey Questions for Arts and Heritage Commissioners: Discussion/No Action

45 #1. What do we identify as the main purpose of the A&H Commission?

46 Barbara—wants to be able to inspire creative solutions for Blue Lake's challenges as art
47 is a good way to do that and get ideas.

48 Sherry—we are here to suggest, support and advise projects of art, culture and heritage
49 within Blue Lake and encourage others.

50 Ruah—agreed with Sherry's slant and mentioned she's especially attracted to working
51 with the greater Blue Lake community in fun ways—schools, special events, mixers,
52 pizza, parties, etc.—to get more input and collaboration with the local community to
53 understand what is important to work on and get creative solutions together.

54 #2. Which past A&H projects need attention?

55 Sherry—murals and sculptures, public art, art education

56 Barbara asked about the murals—what murals? Do we have ideas.

57 Sherry mentioned she was on the ad hoc committee and she had questions about it.

58 She also mentioned that should be a future agenda item.

59 Ruah mentioned being new to Blue Lake and the Commission, what she had heard
60 were the murals, the logo, the fire hydrant projects were past items that still need
61 addressed, but she wanted to understand more from the public what they were
62 remembering as she was having trouble viewing the past A&H commission meetings.

63 Barbara asked if the past videos were available. Justin from the audience said yes.

64 #3. What ideas do you have for future A&H projects?

65 Barbara said she had ideas for a mural...Sherry said we would talk about that at the
66 meeting. Barbara continued she wanted to work alongside the Economic Development
67 committee....and included wanting to identify what the needs are of the community.

68 Ruah agreed with Barbara—she wanted to explore different ways to work with the city
69 and the community to use arts to generate revenue ...maybe working with City Council.

70 #4. What are ways we can get more input from local community?

71 Barbara—a survey. Maybe arts and heritage, economic development and safety
72 commission? She wants to foster creativity for everyone to help people to make money
73 with old-fashioned skill sets.

74 Sherry offered we have a town meeting with a survey /questionnaire passed out
75 beforehand that participants could fill out ahead of time and then come to the meeting
76 with their ideas so we could discuss them.

77 Ruah liked that idea and wondered if there was some app we could use for the
78 questionnaire. She suggested both a physical survey and an app.

79 Sherry commented that it would be important to have this done before the town hall
80 meeting.

81 Barbara spoke of Glendale having a survey on a water bill that you could scan and take
82 online to get comments. She suggested we do have that & have the results of that be
83 available online, then have the meeting. She mentioned over 250 people did the survey
84 in Glendale from their water bill.

85 Sherry suggested that be on the next agenda.

86 A&H Liaison: John S. asked if this would an internal survey or open to the public

87 Sherry clarified she thought it should be an internal survey that the commission decides
88 upon that is then sent out to the public. Barbara said she thought the public should be
89 able to add some questions too.

90 Someone from the public (unknown) asked what the survey might be about. Sherry
91 reiterated what she'd said before.

92 **Public Comments:**

93 Ken S. Agreed with Barbara and recommended a person be appointed to attend any of the
94 other commissions to figure out how to work with them—parks and rec, chamber...this way
95 people could form partnerships—he said he didn't think it had happened in the past, but it
96 might be a good idea.

97 Julie (unsure of last name)—said she thought it is important for economic growth—she
98 brought up examples from other places and talked about having a town hall meeting where
99 every commission is there and represented—do a community wide one—where all the
100 commissions could be there. Maybe make it a mixer, something fun for adults and kids could
101 be entertained, live interaction. Promoting everyone getting together, commissions and
102 public.

103 Barbara brought up that maybe kids could do art projects/murals/large paintings that
104 represent what they want done and they could flesh that out with art because art is a great
105 way to get ideas together. Sherry recommended this be tabled. This way kids could do some
106 art and then they could hang them up for the town hall meeting. "Where do we want to go
107 as a community."—start at the kids and work up. Sherry again said she thought it would be
108 best to continue this for next time "How to get the community more involved."

109 Someone from the audience (unknown) asked if they would have the ability to give input.
110 She was told yes during public input on that agenda item (for next time). She talked about
111 another town where one day a year they had a certain amount of people that would open up
112 there place/craft/art businesses and show what they did...and it brought attention to different
113 businesses, and everyone got business from it. She also talked about the local Open
114 Studios...she thought both would be nice to incorporate here to showcase people's talents and
115 help drum up business.

116 Ruah—asked A&H Liaison John S, if we wanted to do a survey through a water bill or QR
117 code or whatever, how does the A&H commission get the survey together since they're not
118 allowed to get together outside of meetings because of the Brown Act.

119 A&H Liaison John S. responded the commission should do that during the A&H
120 meeting...then maybe have the chair or liaison come to a council meeting, and the council
121 would need to approve it. Then the A&H commission would send it out to the public. He said
122 the commission could actively do it during a meeting or form an ad hoc that would generate
123 it and then bring what they put together back to the A&H Commission meeting.

124 Sherry wanted to generate a survey now but was told it's a discussion item only and therefore
125 not eligible for taking any action on it tonight.

126
127 **6. Fire Hydrant Project Discussion/No Action**

128 Sherry mentioned Mandy was in charge of the fire hydrant project. She said some are
129 done, but not all are accounted for. She wasn't sure where we are with that.

Barbara said you go to City Hall, get an application, draw your design, and they tell you whether you can do it. She believed there are still some available.
Ruah mentioned it's somewhat a loose communication as some folks put in an application and never hear back.

A&H Liaison: John S. Said he could follow up with that, as could we. He asked if the commissioners wanted to discuss it.

Sherry said she didn't know what to discuss. She opened it up to the public.

Someone (unsure of name) heard mixed things about the fire hydrant project. She talked about doing it on her own (without City Hall). But she went to City Hall and was told to contact Gwenn/Glenn (?). She was told by Barbara to go to City Hall to fill out the form, seek approval, etc. She mentioned that she had already been to City Hall and no one told her that it would have been nice if someone had. She expressed confusion with the process for fire hydrants and City Hall's procedures.

7. Acknowledge Maker's Space-Discussion only/No Action

Sherry said she didn't know anything about it.

Barbara and Ruah said the same thing. They all agreed to table it.

Public comments—none.

8. Land Acknowledgement: Discussion only/No Action- continued until next time

9. AI Use/Recommendation

Sherry said it was discussed at the last A&H meeting, brought up by Mandy, but she felt it was the city council's concern not something the A&H should be discussing.

A member of the public asked questions about it...Sherry clarified the above.

Ruah asked to make a motion to continue the rest of the agenda items so that they could hand the room over to the next party that needed it.

Sherry made a motion to continue the AI and Ad Hoc Committee Update (Murals and Sculptures), Agenda Items 9 and 10 to the next meeting. Barbara seconded. **No vote taken.**

10. Future agenda items

****Survey** for how to involve the community more questions, and how we are doing to do it?

Ad hoc? In tandem with economic development or what other commissions do we want involved.

****Logo**—discussion of where to go with it and whether we want to welcome community submissions and whether we want to keep that logo or open up for me.

Public Comment: John S. said the council recommended the logo come back to A&H Commission for final approval but wasn't sure what happened with it as it was so long ago.

Sherry said she thought it had already been approved but asked if they were opening that discussion back up.

174 A&H Liaison: John S. said we couldn't talk about it now. Ruah requested the current logo
175 could be in the packet materials for the next meeting. All agreed we could discuss all this next
176 time.
177

178 **Fire Hydrant project—Sherry plans to find out with Mandy/City Hall what is happening
179 with that so we can bring it back next time
180
181

182 **11. Motion to Adjourn**

183 Sherry motioned to adjourn the meeting at (no time noted). Ruah seconded it. Unanimous
184 approval. Meeting ended.
185

186 Minutes prepared by: Cyndy Ruah Phillips

DRAFT



Tonie Quigley <officeclerk@bluelake.ca.gov>

Resignation

1 message

Elizabeth Mackay <elizabeth@catch-light.com>

Tue, Oct 7, 2025 at 12:57 PM

To: Tonie Quigley <officeclerk@bluelake.ca.gov>

Tonie,

Please accept this as my resignation letter from The Arts and Heritage Commission.

Thank you for the opportunity to serve, and I hope you find another person to fill this position.

Thank you,
Elizabeth

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





Agenda Item: 13

City of Blue Lake

Commission Report

Agenda Item: 13

Date: October 8, 2025

Subject: Update on Progress of Blue Lake Fire Hydrant Project

Recommended Action: That the Commission:

1. Receive Information from City Staff on Progress of Project
2. Provide direction as appropriate; and
3. Provide Recommendation to City Council if appropriate

DISCUSSION:

At their September 8, 2025, meeting, Commission members expressed interest in receiving an update on the Blue Lake Fire Hydrant Project, where the community was invited to Paint-A-Hydrant throughout the City of their own design.

The Blue Lake Fire Hydrant Project was the brainchild of former City Manager Mager. The Parks and Rec Department, along with limited city staff are currently doing the follow up.

The public was notified through various public media ie. Face Book and the City web page, as well as flyers that were posted several places in town.

The process was to come to City Hall, pick up an application, submit a drawing of a suggested vision for a hydrant, along with choices of what hydrants would be preferred and the completed application. The applicant was then notified that their application was approved, and information was sent out to the applicant regarding paint pick up, rules, regulations and authorizations.

The applicant was to coordinate with the city to pick up paint, and to have the hydrant prepped by Public Works prior starting to paint. They were also to provide their own containers for paint.

City staff recently contacted all the applicants as to whether they had completed their project, and if so, if they would be interested in painting additional hydrants. City staff will continue to work alongside Park and Rec to work towards getting the project back on task. With the coming rainy weather, the project may need to be looked at again in the spring as the oil-based enamel paint requires a few dry days drying time.

FISCAL IMPACT: None with this action.

Review Information:

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

Comments:

Submitted By: Tonie Quigley - Office Clerk

CITY OF BLUE LAKE

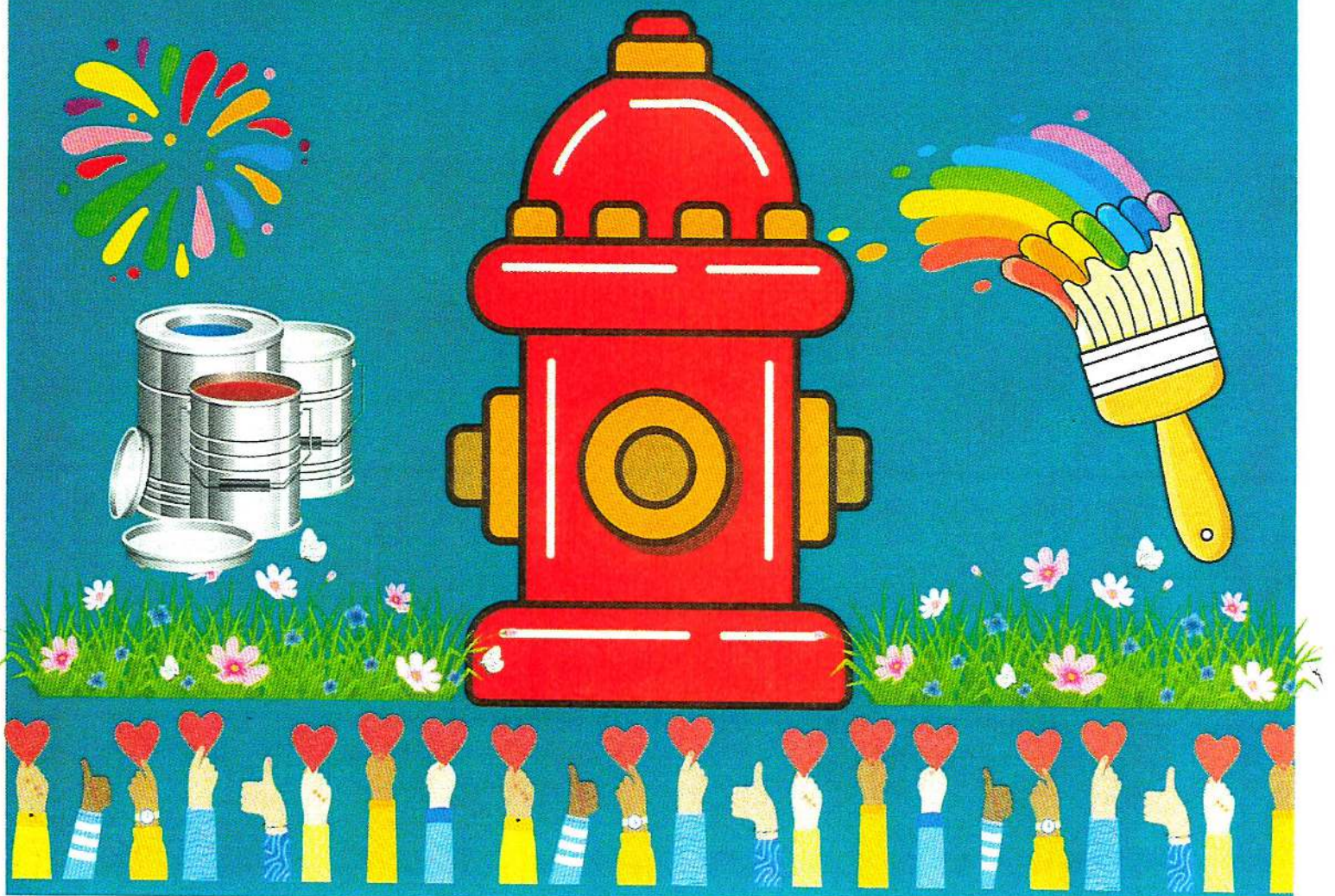
PAINT-A-HYDRANT

PROGRAM

APPLICATIONS ARE DUE BY SEPTEMBER 30TH

APPLICATIONS ARE
AVAILABLE AT

WWW.BLUELAKE.CA.GOV





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

City of Blue Lake-PAINT-A-HYDRANT Application

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

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

Contact Information

Name of Adoptee:

Contact Name:

Mailing Address:

City, State, Zip:

Phone:

Email Address:

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

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

Additional Location Description:

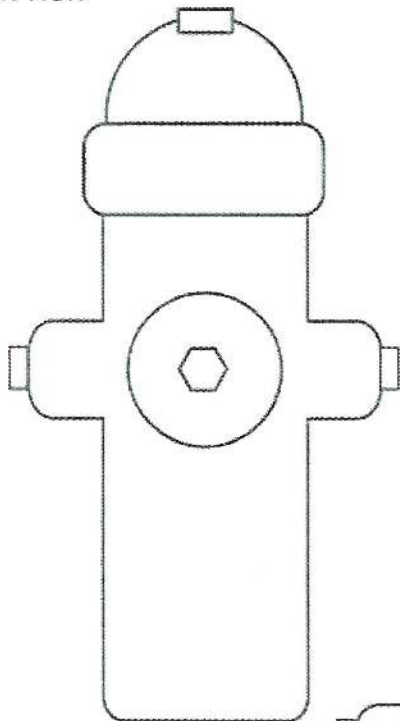
Attach sketch (in color) on provided template. If you would like to sponsor a hydrant, but need assistance in designing or painting your hydrant, you may partner with an artist, school or group to develop and execute the design. You are responsible for contacting and selecting your art partner; however,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

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

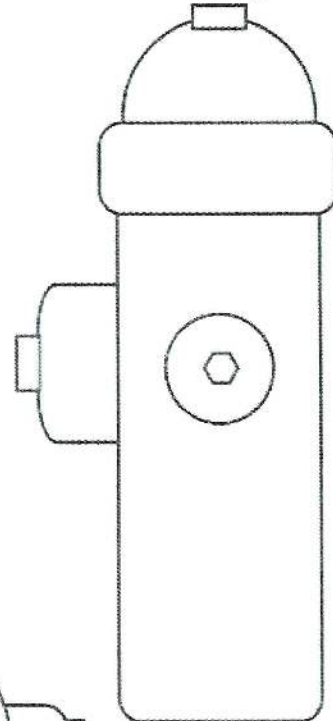
City of Blue Lake-Hydrant Art Submission

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

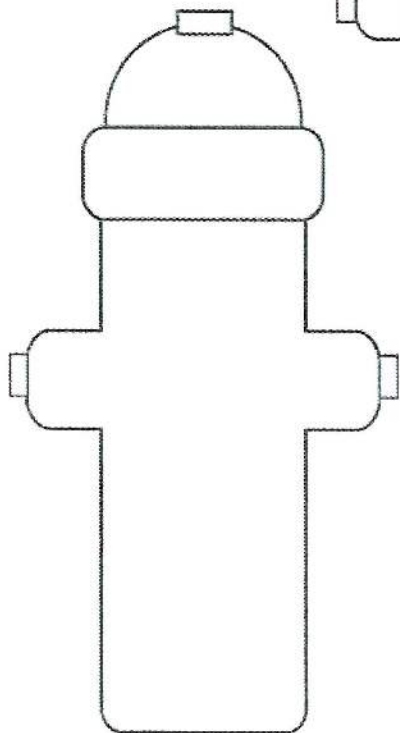
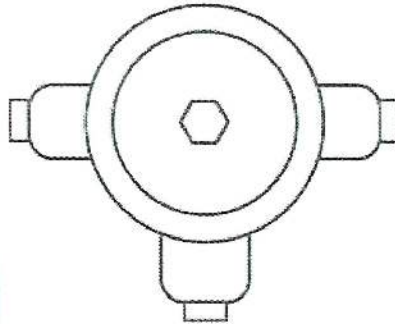
Front View



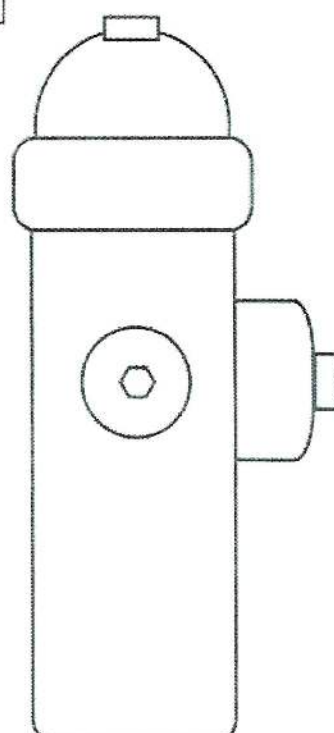
Right side view



Top View



Back View



Left side view

THE CITY OF BLUE LAKE FIRE HYDRANT ART COMMUNITY PROJECT



WELCOME FIRE HYDRANT ARTISTS! THANK YOU SO MUCH FOR YOUR APPLICATION AND ENTHUSIASM!

The City is happy to announce that you have been selected to participate in our first community art project.

Attached, you will find information regarding paint pick up and rules for application.

As Winter is here, we have decided to let you determine your own paint day(s) and times and we hope that you will share your progress on our Blue Lake Happenings Facebook page.

WE ARE TRULY GRATEFUL FOR YOUR COMMUNITY SPIRIT!

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

SPONSOR / ARTIST REQUIREMENTS

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

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

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

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

HYDRANT ADOPTEE AGENT – Print Name

Signature

SPONSOR ORGANIZATION/GROUP

DATE