



# City of Blue Lake

111 Greenwood Road P.O. Box 458  
Blue Lake, CA 95525  
707-668-5655(P) 707-668-5916(F) [www.bluelake.ca.gov](http://www.bluelake.ca.gov)

## City Council Agenda

**Tuesday, February 10, 2026 ~ 6:30 p.m. ~ Special 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](mailto: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:

<https://us02web.zoom.us/j/86792046434?pwd=b12mavhnza55QdaxNMX1Mnj0G5Mneg.1>

Meeting Id: **867 9204 6434**

Passcode: **414735**

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL AND ESTABLISH A QUORUM OF THE COUNCIL**
4. **APPROVAL OF AGENDA**
5. **PUBLIC COMMENT ON NON-AGENDA ITEMS** – *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 ensure 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.*
6. **CONSENT AGENDA**
  - a. Receive Financial Quarterly Report for period of October 1 through December 31, 2025
  - b. Approve the monthly report on disbursements for the period January 1 through January 31, 2026

## **PRESENTATIONS**

- 7. RECEIVE PRESENTATION FROM STEPHEN KULLMANN FROM REDWOOD COAST ENERGY AUTHORITY, ON NORTHERN RURAL ENERGY NETWORK AND LETTER OF SUPPORT FOR NREN BUSINESS PLAN SUBMISSION FOR ENERGY EFFICIENCY PROGRAMS**

## **ITEMS FOR COUNCIL DISCUSSION OR ACTION**

- 8. INTRODUCTION OF NEW FINANCE MANAGER KARIE KROEKER**
- 9. APPROVAL OF RESOLUTION 1252 APPOINTMENT OF SAMANTHA GREEN AS CITY CLERK**
- 10. OATH OF OFFICE: CITY MANAGER, CITY CLERK, AND FINANCE MANAGER**
- 11. BIKE AND SKATE PARK PROJECT – DRAFT CORRECTIVE ACTION PLAN**
- 12. APPROVAL OF RESOLUTION 1253 AND MEMORANDUM OF UNDERSTANDING WITH MOUNTAIN BIKE TRIBAL TRAIL ALLIANCE**
- 13. CONSIDER STAFF RECOMMENDATION FOR A RECIPROCAL ACCESS EASEMENT BETWEEN THE CITY'S CORPORATION YARD (APN 025-201-019) AND THE SITE OF THE ROUSSEAU MIXED-USE PROJECT (APN 025-201-018)**
- 14. PROVIDE DIRECTION TO STAFF REGARDING POTENTIAL CANNIFEST SPECIAL EVENT**
- 15. SUSPENSION OF HUTA**
- 16. RREDC'S RESTATED JPA**
- 17. COUNCIL CORRESPONDENCE**
  - a. Letter from Laura and Brian Julian**
- 18. FUTURE AGENDA ITEMS REQUESTED BY COUNCIL**
- 19. 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

## Staff Report

**Consent****6.a.****Agenda Item #:**

Meeting Date:

February 10, 2026

Prepared By:

Jennie Short, City Manager

Subject:

Second Quarter Financial Reports for Period of October 1 through December 31, 2025

Recommended

That the City Council:

Action:

**1. Receive the Fiscal Year 2025-26 Second Quarter Financial Review**

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### DISCUSSION

Presented for Council review is an update of revenue and expense information of the City's financial position for the period of October 1 through December 31, 2025, as prepared by the City Manager.

As of the end of the second quarter of this fiscal year, the City of Blue Lake continues its revision of the FY2025-26 Budget, and is operating under the extension of the FY 2024-25 Budget through Resolution 1248. Until a budget is approved and adopted, Actual Year to Date as a % will register as "0".

Summarize financial activities as appropriate. While reviewing the revenue sections of the report, it bears noting that the first major installment of Property Tax and Sales Tax revenues will not be received by the City until December 2025.

### FISCAL IMPACT

None.

### ALTERNATIVES

1. None

### ATTACHMENTS

1. Second Quarter Financial Reports for Period of October 1 through December 31, 2025

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

Comments:

# SECOND QUARTER

FISCAL YEAR 2025-2026

UNAUDITED FINANCIAL REPORTS

October 1 - December 31, 2025



City of Blue Lake  
February 2026  
Jennie Short, City Manager



**City of Blue Lake**  
Statement of Revenues and Expenditures by Fund  
10 - General Fund  
000 - No Department  
From 10/1/2025 Through 12/31/2025  
(In Whole Numbers)

	Current Period Actual	Actual YTD	FY 2025-26 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS					
Taxes	40,690	51,864	0	51,864	0.00%
Franchise Fees	8,339	11,957	0	11,957	0.00%
Licenses and Permits	6,238	14,181	0	14,181	0.00%
Rents	0	2,135	0	2,135	0.00%
State Revenue & Grants	95,516	97,359	0	97,359	0.00%
Current Service Charges	535	1,740	0	1,740	0.00%
Park & Recreation Fees	0	3,500	0	3,500	0.00%
Other Revenue	148	1,081	0	1,081	0.00%
Interest	7,877	7,877	0	7,877	0.00%
Transfers In	29,196	53,236	0	53,236	0.00%
Total REVENUES & TRANSFERS	188,540	244,930	0	244,930	0.00%
EXPENDITURES & TRANSFERS					
Supplies	0	57	0	57	0.00%
Total EXPENDITURES & TRANSFERS	0	57	0	57	0.00%
TOTAL	188,540	244,873	0	244,873	0.00%

**City of Blue Lake**  
Statement of Revenues and Expenditures by Fund  
10 - General Fund  
100 - Mayor and City Council  
From 10/1/2025 Through 12/31/2025  
(In Whole Numbers)

	Current Period Actual	Actual YTD	FY 2025-26 Budget	Over (Under) Budget	Actual YTD As a % of Budget
EXPENDITURES & TRANSFERS					
City Council Expense	1,200	1,200	0	1,200	0.00%
Consultants	0	722	0	722	0.00%
Meetings/ Conferences/Training	0	80	0	80	0.00%
Total EXPENDITURES & TRANSFERS	1,200	2,002	0	2,002	0.00%
TOTAL	(1,200)	(2,002)	0	(2,002)	0.00%

**City of Blue Lake**  
Statement of Revenues and Expenditures by Fund  
10 - General Fund  
160 - Legal  
From 10/1/2025 Through 12/31/2025  
(In Whole Numbers)

	Current Period Actual	Actual YTD	FY 2025-26 Budget	Over (Under) Budget	Actual YTD As a % of Budget
EXPENDITURES & TRANSFERS					
Consultants	6,975	21,215	0	21,215	0.00%
Total EXPENDITURES & TRANSFERS	6,975	21,215	0	21,215	0.00%
TOTAL	(6,975)	(21,215)	0	(21,215)	0.00%

**City of Blue Lake**  
Statement of Revenues and Expenditures by Fund  
10 - General Fund  
180 - General Government  
From 10/1/2025 Through 12/31/2025  
(In Whole Numbers)

	Current Period Actual	Actual YTD	FY 2025-26 Budget	Over (Under) Budget	Actual YTD As a % of Budget
EXPENDITURES & TRANSFERS					
Salaries, Wages & Benefits	34,625	123,305	0	123,305	0.00%
Consultants	7,555	11,556	0	11,556	0.00%
Postage	108	108	0	108	0.00%
Supplies	688	2,103	0	2,103	0.00%
Fees	(1,451)	2,891	0	2,891	0.00%
Repair and Maintenance	43	102	0	102	0.00%
Equipment	529	1,059	0	1,059	0.00%
Advertising and Printing	20	60	0	60	0.00%
Insurance	10,165	20,330	0	20,330	0.00%
Publications	262	375	0	375	0.00%
Meetings/ Conferences/Training	0	125	0	125	0.00%
Travel	597	1,150	0	1,150	0.00%
Utilities	1,907	4,192	0	4,192	0.00%
Miscellaneous Expense	0	431	0	431	0.00%
Total EXPENDITURES & TRANSFERS	<u>55,048</u>	<u>167,787</u>	<u>0</u>	<u>167,787</u>	<u>0.00%</u>
TOTAL	<u>(55,048)</u>	<u>(167,787)</u>	<u>0</u>	<u>(167,787)</u>	<u>0.00%</u>



**City of Blue Lake**  
Statement of Revenues and Expenditures by Fund  
10 - General Fund  
220 - Planning  
From 10/1/2025 Through 12/31/2025  
(In Whole Numbers)

	Current Period Actual	Actual YTD	FY 2025-26 Budget	Over (Under) Budget	Actual YTD As a % of Budget
EXPENDITURES & TRANSFERS					
Salaries, Wages & Benefits	175	235	0	235	0.00%
Consultants	25,411	50,219	0	50,219	0.00%
Postage	70	70	0	70	0.00%
Total EXPENDITURES & TRANSFERS	25,657	50,524	0	50,524	0.00%
TOTAL	(25,657)	(50,524)	0	(50,524)	0.00%

**City of Blue Lake**  
Statement of Revenues and Expenditures by Fund  
10 - General Fund  
240 - Building  
From 10/1/2025 Through 12/31/2025  
(In Whole Numbers)

	Current Period Actual	Actual YTD	FY 2025-26 Budget	Over (Under) Budget	Actual YTD As a % of Budget
EXPENDITURES & TRANSFERS					
Salaries, Wages & Benefits	6,059	10,999	0	10,999	0.00%
Consultants	0	204	0	204	0.00%
Postage	19	19	0	19	0.00%
Supplies	29	14	0	14	0.00%
Fees	19	19	0	19	0.00%
Publications	0	306	0	306	0.00%
Total EXPENDITURES & TRANSFERS	6,126	11,560	0	11,560	0.00%
TOTAL	(6,126)	(11,560)	0	(11,560)	0.00%

**City of Blue Lake**  
Statement of Revenues and Expenditures by Fund  
10 - General Fund  
260 - Law Enforcement  
From 10/1/2025 Through 12/31/2025  
(In Whole Numbers)

	Current Period Actual	Actual YTD	FY 2025-26 Budget	Over (Under) Budget	Actual YTD As a % of Budget
EXPENDITURES & TRANSFERS					
Salaries, Wages & Benefits	0	12,471	0	12,471	0.00%
Consultants	0	19	0	19	0.00%
Repair and Maintenance	149	297	0	297	0.00%
Total EXPENDITURES & TRANSFERS	149	12,787	0	12,787	0.00%
TOTAL	(149)	(12,787)	0	(12,787)	0.00%

**City of Blue Lake**  
Statement of Revenues and Expenditures by Fund  
10 - General Fund  
280 - Animal Control  
From 10/1/2025 Through 12/31/2025  
(In Whole Numbers)

	Current Period Actual	Actual YTD	FY 2025-26 Budget	Over (Under) Budget	Actual YTD As a % of Budget
EXPENDITURES & TRANSFERS					
Animal Shelter Expense	2,695	5,390	0	5,390	0.00%
Total EXPENDITURES & TRANSFERS	2,695	5,390	0	5,390	0.00%
TOTAL	(2,695)	(5,390)	0	(5,390)	0.00%

**City of Blue Lake**  
Statement of Revenues and Expenditures by Fund  
10 - General Fund  
320 - Public Works - Streets  
From 10/1/2025 Through 12/31/2025  
(In Whole Numbers)

	Current Period Actual	Actual YTD	FY 2025-26 Budget	Over (Under) Budget	Actual YTD As a % of Budget
EXPENDITURES & TRANSFERS					
Salaries, Wages & Benefits	18,210	31,970	0	31,970	0.00%
Consultants	7,314	14,561	0	14,561	0.00%
Supplies	919	2,663	0	2,663	0.00%
Fees	601	2,298	0	2,298	0.00%
Repair and Maintenance	495	904	0	904	0.00%
Equipment	0	105	0	105	0.00%
Meetings/ Conferences/Training	0	58	0	58	0.00%
Utilities	2,675	6,740	0	6,740	0.00%
Total EXPENDITURES & TRANSFERS	30,215	59,297	0	59,297	0.00%
TOTAL	(30,215)	(59,297)	0	(59,297)	0.00%

**City of Blue Lake**  
Statement of Revenues and Expenditures by Fund  
10 - General Fund  
425 - Park Facilities  
From 10/1/2025 Through 12/31/2025  
(In Whole Numbers)

	Current Period Actual	Actual YTD	FY 2025-26 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS					
Rents	5,630	9,965	0	9,965	0.00%
Park & Recreation Fees	110	4,676	0	4,676	0.00%
Total REVENUES & TRANSFERS	5,740	14,641	0	14,641	0.00%
EXPENDITURES & TRANSFERS					
Salaries, Wages & Benefits	26,571	45,752	0	45,752	0.00%
Consultants	1,035	6,693	0	6,693	0.00%
Supplies	1,702	6,646	0	6,646	0.00%
Fees	1,557	3,253	0	3,253	0.00%
Repair and Maintenance	915	4,665	0	4,665	0.00%
Building & Improvements	5,000	5,000	0	5,000	0.00%
Equipment	403	896	0	896	0.00%
Meetings/ Conferences/Training	400	458	0	458	0.00%
Taxes	0	97	0	97	0.00%
Utilities	8,896	21,141	0	21,141	0.00%
Total EXPENDITURES & TRANSFERS	46,479	94,601	0	94,601	0.00%
TOTAL	(40,739)	(79,960)	0	(79,960)	0.00%

**City of Blue Lake**  
Statement of Revenues and Expenditures by Fund  
10 - General Fund  
445 - Recreation - General  
From 10/1/2025 Through 12/31/2025  
(In Whole Numbers)

	Current Period Actual	Actual YTD	FY 2025-26 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS					
Park & Recreation Fees	23,856	56,251	0	56,251	0.00%
Total REVENUES & TRANSFERS	23,856	56,251	0	56,251	0.00%
EXPENDITURES & TRANSFERS					
Salaries, Wages & Benefits	43,581	111,402	0	111,402	0.00%
Consultants	2,741	3,536	0	3,536	0.00%
Postage	66	66	0	66	0.00%
Supplies	1,626	10,867	0	10,867	0.00%
Fees	914	4,573	0	4,573	0.00%
Equipment	177	706	0	706	0.00%
Advertising and Printing	32	252	0	252	0.00%
Publications	30	109	0	109	0.00%
Meetings/ Conferences/Training	1,101	1,356	0	1,356	0.00%
Utilities	848	1,634	0	1,634	0.00%
Police Department Expense	32	52	0	52	0.00%
Total EXPENDITURES & TRANSFERS	51,147	134,552	0	134,552	0.00%
TOTAL	(27,291)	(78,301)	0	(78,301)	0.00%

**City of Blue Lake**  
Statement of Revenues and Expenditures by Fund  
10 - General Fund  
900 - Capital Outlay  
From 10/1/2025 Through 12/31/2025  
(In Whole Numbers)

	Current Period Actual	Actual YTD	FY 2025-26 Budget	Over (Under) Budget	Actual YTD As a % of Budget
EXPENDITURES & TRANSFERS					
Building & Improvements	0	69,289	0	69,289	0.00%
Total EXPENDITURES & TRANSFERS	0	69,289	0	69,289	0.00%
TOTAL	0	(69,289)	0	(69,289)	0.00%



**City of Blue Lake**  
Statement of Revenues and Expenditures by Fund  
25 - Highway Users Tax Fund  
000 - No Department  
From 10/1/2025 Through 12/31/2025  
(In Whole Numbers)

	Current Period Actual	Actual YTD	FY 2025-26 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS					
Taxes	18,600	28,812	0	28,812	0.00%
Interest	208	208	0	208	0.00%
Total REVENUES & TRANSFERS	18,808	29,020	0	29,020	0.00%
EXPENDITURES & TRANSFERS					
Transfers Out	16,828	29,135	0	29,135	0.00%
Total EXPENDITURES & TRANSFERS	16,828	29,135	0	29,135	0.00%
TOTAL	1,980	(116)	0	(116)	0.00%

**City of Blue Lake**  
Statement of Revenues and Expenditures by Fund  
30 - TDA Street Fund  
000 - No Department  
From 10/1/2025 Through 12/31/2025  
(In Whole Numbers)

	Current Period Actual	Actual YTD	FY 2025-26 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS					
Interest	144	144	0	144	0.00%
Total REVENUES & TRANSFERS	144	144	0	144	0.00%
EXPENDITURES & TRANSFERS					
Transfers Out	0	11,733	0	11,733	0.00%
Total EXPENDITURES & TRANSFERS	0	11,733	0	11,733	0.00%
TOTAL	144	(11,589)	0	(11,589)	0.00%

**City of Blue Lake**  
Statement of Revenues and Expenditures by Fund  
31 - TDA Purchased Transportation Fund  
000 - No Department  
From 10/1/2025 Through 12/31/2025  
(In Whole Numbers)

	Current Period Actual	Actual YTD	FY 2025-26 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS					
Interest	15	15	0	15	0.00%
Total REVENUES & TRANSFERS	15	15	0	15	0.00%
TOTAL	15	15	0	15	0.00%

**City of Blue Lake**  
Statement of Revenues and Expenditures by Fund  
32 - AB-939 Solid Waste/Recycling Fund  
000 - No Department  
From 10/1/2025 Through 12/31/2025  
(In Whole Numbers)

	Current Period Actual	Actual YTD	FY 2025-26 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS					
State Revenue & Grants	2,054	3,705	0	3,705	0.00%
Total REVENUES & TRANSFERS	2,054	3,705	0	3,705	0.00%
EXPENDITURES & TRANSFERS					
Salaries, Wages & Benefits	3,705	6,339	0	6,339	0.00%
Total EXPENDITURES & TRANSFERS	3,705	6,339	0	6,339	0.00%
TOTAL	(1,651)	(2,634)	0	(2,634)	0.00%

**City of Blue Lake**  
Statement of Revenues and Expenditures by Fund  
33 - Supplemental Law Enforcement Services Fund  
000 - No Department  
From 10/1/2025 Through 12/31/2025  
(In Whole Numbers)

	Current Period Actual	Actual YTD	FY 2025-26 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS					
State Revenue & Grants	<u>134,917</u>	<u>134,917</u>	<u>0</u>	<u>134,917</u>	<u>0.00%</u>
Total REVENUES & TRANSFERS	<u>134,917</u>	<u>134,917</u>	<u>0</u>	<u>134,917</u>	<u>0.00%</u>
TOTAL	<u><u>134,917</u></u>	<u><u>134,917</u></u>	<u><u>0</u></u>	<u><u>134,917</u></u>	<u><u>0.00%</u></u>

**City of Blue Lake**  
Statement of Revenues and Expenditures by Fund  
34 - Regional Surface Transportation Program Fund  
000 - No Department  
From 10/1/2025 Through 12/31/2025  
(In Whole Numbers)

	Current Period Actual	Actual YTD	FY 2025-26 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS					
Other Revenue	12,368	12,368	0	12,368	0.00%
Total REVENUES & TRANSFERS	12,368	12,368	0	12,368	0.00%
EXPENDITURES & TRANSFERS					
Transfers Out	12,368	12,368	0	12,368	0.00%
Total EXPENDITURES & TRANSFERS	12,368	12,368	0	12,368	0.00%
TOTAL	0	0	0	0	0.00%

**City of Blue Lake**  
Statement of Revenues and Expenditures by Fund  
36 - Powers Creek District Fund  
000 - No Department  
From 10/1/2025 Through 12/31/2025  
(In Whole Numbers)

	Current Period Actual	Actual YTD	FY 2025-26 Budget	Over (Under) Budget	Actual YTD As a % of Budget
EXPENDITURES & TRANSFERS					
Repair and Maintenance	0	111	0	111	0.00%
Total EXPENDITURES & TRANSFERS	0	111	0	111	0.00%
TOTAL	0	(111)	0	(111)	0.00%

**City of Blue Lake**  
Statement of Revenues and Expenditures by Fund  
36 - Powers Creek District Fund  
360 - Powers Creek District Maintenance  
From 10/1/2025 Through 12/31/2025  
(In Whole Numbers)

	Current Period Actual	Actual YTD	FY 2025-26 Budget	Over (Under) Budget	Actual YTD As a % of Budget
EXPENDITURES & TRANSFERS					
Salaries, Wages & Benefits	5,533	6,011	0	6,011	0.00%
Repair and Maintenance	41	41	0	41	0.00%
Total EXPENDITURES & TRANSFERS	5,574	6,052	0	6,052	0.00%
TOTAL	(5,574)	(6,052)	0	(6,052)	0.00%



**City of Blue Lake**  
Statement of Revenues and Expenditures by Fund  
36 - Powers Creek District Fund  
362 - Powers Creek District Expansion  
From 10/1/2025 Through 12/31/2025  
(In Whole Numbers)

	Current Period Actual	Actual YTD	FY 2025-26 Budget	Over (Under) Budget	Actual YTD As a % of Budget
EXPENDITURES & TRANSFERS					
Repair and Maintenance	0	(61)	0	(61)	0.00%
Total EXPENDITURES & TRANSFERS	0	(61)	0	(61)	0.00%
TOTAL	0	61	0	61	0.00%

**City of Blue Lake**  
Statement of Revenues and Expenditures by Fund  
36 - Powers Creek District Fund  
900 - Capital Outlay  
From 10/1/2025 Through 12/31/2025  
(In Whole Numbers)

	Current Period Actual	Actual YTD	FY 2025-26 Budget	Over (Under) Budget	Actual YTD As a % of Budget
EXPENDITURES & TRANSFERS					
Building & Improvements	175	175	0	175	0.00%
Total EXPENDITURES & TRANSFERS	175	175	0	175	0.00%
TOTAL	(175)	(175)	0	(175)	0.00%

**City of Blue Lake**  
Statement of Revenues and Expenditures by Fund  
38 - CDBG Non-Program Income Fund  
000 - No Department  
From 10/1/2025 Through 12/31/2025  
(In Whole Numbers)

	Current Period Actual	Actual YTD	FY 2025-26 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS					
Interest	1,216	1,216	0	1,216	0.00%
Total REVENUES & TRANSFERS	1,216	1,216	0	1,216	0.00%
EXPENDITURES & TRANSFERS					
Interest Expense	46	137	0	137	0.00%
Total EXPENDITURES & TRANSFERS	46	137	0	137	0.00%
TOTAL	1,171	1,079	0	1,079	0.00%

**City of Blue Lake**  
Statement of Revenues and Expenditures by Fund  
42 - CDBG Program Income-Holding Fund  
000 - No Department  
From 10/1/2025 Through 12/31/2025  
(In Whole Numbers)

	Current Period Actual	Actual YTD	FY 2025-26 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS					
Other Revenue	1,075	2,147	0	2,147	0.00%
Interest	9	14	0	14	0.00%
Total REVENUES & TRANSFERS	<u>1,084</u>	<u>2,161</u>	<u>0</u>	<u>2,161</u>	<u>0.00%</u>
TOTAL	<u><u>1,084</u></u>	<u><u>2,161</u></u>	<u><u>0</u></u>	<u><u>2,161</u></u>	<u><u>0.00%</u></u>

**City of Blue Lake**  
Statement of Revenues and Expenditures by Fund  
44 - CDBG Program Income-Revolving Fund  
000 - No Department  
From 10/1/2025 Through 12/31/2025  
(In Whole Numbers)

	Current Period Actual	Actual YTD	FY 2025-26 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS					
Interest	1,958	1,958	0	1,958	0.00%
Total REVENUES & TRANSFERS	1,958	1,958	0	1,958	0.00%
TOTAL	1,958	1,958	0	1,958	0.00%

**City of Blue Lake**  
Statement of Revenues and Expenditures by Fund  
60 - Water Fund  
000 - No Department  
From 10/1/2025 Through 12/31/2025  
(In Whole Numbers)

	Current Period Actual	Actual YTD	FY 2025-26 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS					
Federal Revenue & Grants	0	56,000	0	56,000	0.00%
Current Service Charges	299	632	0	632	0.00%
Other Revenue	136,252	292,076	0	292,076	0.00%
Interest	2,786	2,786	0	2,786	0.00%
Total REVENUES & TRANSFERS	139,336	351,492	0	351,492	0.00%
EXPENDITURES & TRANSFERS					
Salaries, Wages & Benefits	72,914	148,550	0	148,550	0.00%
Consultants	7,596	12,685	0	12,685	0.00%
Postage	723	1,343	0	1,343	0.00%
Supplies	1,655	5,253	0	5,253	0.00%
Fees	4,326	11,297	0	11,297	0.00%
Repair and Maintenance	4,932	15,490	0	15,490	0.00%
Equipment	353	706	0	706	0.00%
Advertising and Printing	0	40	0	40	0.00%
Interest Expense	2	24	0	24	0.00%
Insurance	5,883	11,767	0	11,767	0.00%
Publications	0	150	0	150	0.00%
Meetings/ Conferences/Training	329	3,577	0	3,577	0.00%
Travel	579	1,116	0	1,116	0.00%
Taxes	0	55	0	55	0.00%
Utilities	62,008	128,403	0	128,403	0.00%
Bad Debt	0	264	0	264	0.00%
Police Department Expense	406	1,133	0	1,133	0.00%
Miscellaneous Expense	0	50	0	50	0.00%
Depreciation	11,620	23,239	0	23,239	0.00%
Total EXPENDITURES & TRANSFERS	173,325	365,142	0	365,142	0.00%
TOTAL	(33,989)	(13,650)	0	(13,650)	0.00%

**City of Blue Lake**  
Statement of Revenues and Expenditures by Fund  
61 - Water Connection Fee Fund  
000 - No Department  
From 10/1/2025 Through 12/31/2025  
(In Whole Numbers)

	Current Period Actual	Actual YTD	FY 2025-26 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS					
Interest	2,032	2,032	0	2,032	0.00%
Total REVENUES & TRANSFERS	2,032	2,032	0	2,032	0.00%
TOTAL	2,032	2,032	0	2,032	0.00%

**City of Blue Lake**  
Statement of Revenues and Expenditures by Fund  
62 - Water Capital Reserve Fund  
000 - No Department  
From 10/1/2025 Through 12/31/2025  
(In Whole Numbers)

	Current Period Actual	Actual YTD	FY 2025-26 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS					
Interest	137	137	0	137	0.00%
Total REVENUES & TRANSFERS	137	137	0	137	0.00%
TOTAL	137	137	0	137	0.00%



**City of Blue Lake**  
Statement of Revenues and Expenditures by Fund  
64 - Turbidity Reduction Facility Reserve Fund  
000 - No Department  
From 10/1/2025 Through 12/31/2025  
(In Whole Numbers)

	Current Period Actual	Actual YTD	FY 2025-26 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS					
Other Revenue	2,049	4,116	0	4,116	0.00%
Total REVENUES & TRANSFERS	2,049	4,116	0	4,116	0.00%
EXPENDITURES & TRANSFERS					
Bad Debt	0	5	0	5	0.00%
Miscellaneous Expense	3,181	6,361	0	6,361	0.00%
Total EXPENDITURES & TRANSFERS	3,181	6,366	0	6,366	0.00%
TOTAL	(1,132)	(2,251)	0	(2,251)	0.00%

**City of Blue Lake**  
Statement of Revenues and Expenditures by Fund  
70 - Sewer Fund  
000 - No Department  
From 10/1/2025 Through 12/31/2025  
(In Whole Numbers)

	Current Period Actual	Actual YTD	FY 2025-26 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS					
Current Service Charges	299	933	0	933	0.00%
Other Revenue	134,340	270,149	0	270,149	0.00%
Total REVENUES & TRANSFERS	134,639	271,082	0	271,082	0.00%
EXPENDITURES & TRANSFERS					
Salaries, Wages & Benefits	78,238	151,053	0	151,053	0.00%
Consultants	5,723	11,007	0	11,007	0.00%
Postage	723	1,343	0	1,343	0.00%
Supplies	3,059	7,655	0	7,655	0.00%
Fees	33,309	40,370	0	40,370	0.00%
Repair and Maintenance	1,422	4,027	0	4,027	0.00%
Equipment	587	1,237	0	1,237	0.00%
Advertising and Printing	0	40	0	40	0.00%
Interest Expense	2,970	2,970	0	2,970	0.00%
Insurance	6,042	12,084	0	12,084	0.00%
Publications	0	150	0	150	0.00%
Meetings/ Conferences/Training	20	217	0	217	0.00%
Travel	579	1,116	0	1,116	0.00%
Utilities	11,151	28,625	0	28,625	0.00%
Bad Debt	0	361	0	361	0.00%
Police Department Expense	3,627	7,839	0	7,839	0.00%
Depreciation	30,917	61,834	0	61,834	0.00%
Total EXPENDITURES & TRANSFERS	178,366	331,927	0	331,927	0.00%
TOTAL	(43,727)	(60,845)	0	(60,845)	0.00%

**City of Blue Lake**  
Statement of Revenues and Expenditures by Fund  
71 - Sewer Connection Fee Fund  
000 - No Department  
From 10/1/2025 Through 12/31/2025  
(In Whole Numbers)

	Current Period Actual	Actual YTD	FY 2025-26 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS					
Interest	3,240	3,240	0	3,240	0.00%
Total REVENUES & TRANSFERS	3,240	3,240	0	3,240	0.00%
TOTAL	3,240	3,240	0	3,240	0.00%

**City of Blue Lake**  
Statement of Revenues and Expenditures by Fund  
72 - Sewer Capital Reserve Fund  
000 - No Department  
From 10/1/2025 Through 12/31/2025  
(In Whole Numbers)

	Current Period Actual	Actual YTD	FY 2025-26 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS					
Interest	14,075	14,075	0	14,075	0.00%
Total REVENUES & TRANSFERS	14,075	14,075	0	14,075	0.00%
TOTAL	14,075	14,075	0	14,075	0.00%

**City of Blue Lake**  
Statement of Revenues and Expenditures by Fund  
80 - Dental/Vision Trust Fund  
000 - No Department  
From 10/1/2025 Through 12/31/2025  
(In Whole Numbers)

	Current Period Actual	Actual YTD	FY 2025-26 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS					
Other Revenue	1,680	3,420	0	3,420	0.00%
Interest	368	368	0	368	0.00%
Total REVENUES & TRANSFERS	2,048	3,788	0	3,788	0.00%
EXPENDITURES & TRANSFERS					
Salaries, Wages & Benefits	1,142	3,083	0	3,083	0.00%
Total EXPENDITURES & TRANSFERS	1,142	3,083	0	3,083	0.00%
TOTAL	906	705	0	705	0.00%

**City of Blue Lake**  
Statement of Revenues and Expenditures by Fund  
90 - Fixed Asset Group of Accounts  
000 - No Department  
From 10/1/2025 Through 12/31/2025  
(In Whole Numbers)

	Current Period Actual	Actual YTD	FY 2025-26 Budget	Over (Under) Budget	Actual YTD As a % of Budget
EXPENDITURES & TRANSFERS					
Depreciation	<u>72,987</u>	<u>145,974</u>	<u>0</u>	<u>145,974</u>	<u>0.00%</u>
Total EXPENDITURES & TRANSFERS	<u>72,987</u>	<u>145,974</u>	<u>0</u>	<u>145,974</u>	<u>0.00%</u>
TOTAL	<u><u>(72,987)</u></u>	<u><u>(145,974)</u></u>	<u><u>0</u></u>	<u><u>(145,974)</u></u>	<u><u>0.00%</u></u>



# City of Blue Lake

## Staff Report

**Agenda Item #:** 6.b.  
**Meeting Date:** February 10, 2026  
**Prepared By:** Jennie Short, City Manager  
**Subject:** December 2025 Cash Disbursements  
**Recommended Action:** That the City Council:  
1. Approve the monthly report on disbursements for the period January 1 through January 31, 2026

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### DISCUSSION

The attached list shows the checks and electronic payments made during the period listed above. The Finance Manager confirms that these payments were made for expenses that are part of the City Council's approved budget.

Under California law (Government Code Section 37208), the City is allowed to pay these expenses as incurred, without waiting for the City Council to review them first. However, the law also requires that the full list of payments be given to the City Council at its next regular meeting. This report fulfills that requirement.

### FISCAL IMPACT

None beyond expenditures contained in the attached report.

### ALTERNATIVES

1. None

### ATTACHMENTS

1. City of Blue Lake Check/Voucher Register for period of January 1 through January 31, 2026

#### Review Information:

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

Comments:

**City of Blue Lake**  
Check/Voucher Register - City Council Check Report  
From 1/1/2026 Through 1/31/2026

Check Number	Check Date	Payee	Transaction Description	Check Amount
2434	1/2/2026	Ellsworth Pence	Deposit Refund #10001101 Pence	60.23
2435	1/2/2026	Eric Barnett	Deposit Refund #50618001 Barnett	34.16
2436	1/2/2026	City of Blue Lake	Utilities paid from Deposits 1/1/26 Billing	356.61
13518	1/9/2026	Michael D. Downard	Employee: downardm; Pay Date: 1/9/2026	916.95
13519	1/9/2026	Vicki L. Hutton	Employee: huttonv; Pay Date: 1/9/2026	1,969.12
13520	1/9/2026	Access Humboldt	INV2368 12/31/25 qtrly franchise oversite	112.50
13521	1/9/2026	Arcata Stationers	INV241316 12/1/25 office supplies	181.90
	1/9/2026	Arcata Stationers	INV242626 12/22/25 office supplies	158.01
	1/9/2026	Arcata Stationers	INV242859 12/30/25 office supplies	158.38
13522	1/9/2026	City of Blue Lake	water/sewer payments 1/1/2026	2,123.23
13523	1/9/2026	Coastal Business Systems Inc.	INV40910188 12/29/25 copiers	556.53
13524	1/9/2026	Jill Duffy	Mileage reimb. 12/1/25-12/31/25 Duffy	877.80
13525	1/9/2026	Justin Goad	INV12 12/31/25 Oct, Nov & Dec 2025 mettings	720.00
13526	1/9/2026	Humboldt Co. Sheriff's Office	Animal Shelter Services Oct-Dec 2025	2,694.75
	1/9/2026	Humboldt Co. Sheriff's Office	Law Enforcement Services Oct-Dec 2025	42,539.75
13527	1/9/2026	Humb. Bay Municipal Water Dist	Billing Period: Nov 26 - Dec 31, 2025	19,438.10
13528	1/9/2026	Humboldt Fasteners and Tools	INV549987 12/18/25 PW supplies	29.51
13529	1/9/2026	S. Shaun Johanson DDS	12/15/25 Dental Payment - Hutton	123.40
13530	1/9/2026	Austin Jones	12/25/25 Vision Payment - Jones	53.97
13531	1/9/2026	Erin McClure	McClure-Right of Way-Agreement	50.00
13532	1/9/2026	Mendes Supply Company	INVM288791 12/19/25 CH Supplies	300.35
13533	1/9/2026	Optimum	Billing period: 1/1/26-1/31/26 internet	558.22
13534	1/9/2026	O'Reilly Auto Parts	INV3537-298880 12/23/25 Backhoe	164.60
13535	1/9/2026	PACE Supply Corp	INV0211000546 12/8/25 water maint.	688.76
13536	1/9/2026	SHN Consulting	INV127824 11/19/25 Planning Oct 2025	8,912.50
13537	1/9/2026	SHN Consulting	INV128219 12/22/25 Engineering Nov 2025	3,385.00
13538	1/9/2026	Thomas Home Center	INV942836 12/12/25 Rec supplies	24.29
13539	1/9/2026	Thrifty Supply Company	INV1046499-01 12/30/25 WWTP	67.36
260109A01	1/9/2026	Christopher A. Ball	Employee: ballc; Pay Date: 1/9/2026	329.53
260109A02	1/9/2026	Glenn R. Bernald	Employee: bernaldg; Pay Date: 1/9/2026	2,499.68
260109A03	1/9/2026	Rosine S. Boyce-Derricott	Employee: boycer; Pay Date: 1/9/2026	484.95
260109A04	1/9/2026	Skyler A. Coke	Employee: cokes; Pay Date: 1/9/2026	1,050.17
260109A05	1/9/2026	Melissa M. Combs	Employee: combsm; Pay Date: 1/9/2026	510.42
260109A06	1/9/2026	Jill K. Duffy	Employee: duffyj; Pay Date: 1/9/2026	1,540.97
260109A07	1/9/2026	Christopher B. Edgar	Employee: edgarc; Pay Date: 1/9/2026	2,298.77
260109A08	1/9/2026	Hazel E. Hale	Employee: haleh; Pay Date: 1/9/2026	75.69
260109A09	1/9/2026	Kanoa K. Jones	Employee: jonesk; Pay Date: 1/9/2026	126.81
260109A10	1/9/2026	Austin R. Jones	Employee: jonesa; Pay Date: 1/9/2026	1,229.43
260109A11	1/9/2026	Aislin N. McKinney	Employee: mckinneya; Pay Date: 1/9/2026	209.31
260109A12	1/9/2026	Jacob P. Meng	Employee: mengj; Pay Date: 1/9/2026	1,194.11
260109A13	1/9/2026	Shaylee A. O'Neil	Employee: oneils; Pay Date: 1/9/2026	60.09
260109A14	1/9/2026	Antoinette M. Quigley	Employee: quigleya; Pay Date: 1/9/2026	1,348.00
260109A15	1/9/2026	Emily P. Wood	Employee: woode; Pay Date: 1/9/2026	1,504.47
13540	1/23/2026	Daniel L. Dimick	Employee: dimickd; Pay Date: 1/23/2026	942.16
13541	1/23/2026	Michael D. Downard	Employee: downardm; Pay Date: 1/23/2026	953.29
13542	1/23/2026	Vicki L. Hutton	Employee: huttonv; Pay Date: 1/23/2026	2,032.93
13543	1/23/2026	Jennie M. Short	Employee: shortj; Pay Date: 1/23/2026	3,236.47
260123A01	1/23/2026	Christopher A. Ball	Employee: ballc; Pay Date: 1/23/2026	679.42
260123A02	1/23/2026	Glenn R. Bernald	Employee: bernaldg; Pay Date: 1/23/2026	2,071.84
260123A03	1/23/2026	Rosine S. Boyce-Derricott	Employee: boycer; Pay Date: 1/23/2026	645.43
260123A04	1/23/2026	Skyler A. Coke	Employee: cokes; Pay Date: 1/23/2026	1,164.43
260123A05	1/23/2026	Melissa M. Combs	Employee: combsm; Pay Date: 1/23/2026	711.99
260123A06	1/23/2026	Christopher B. Edgar	Employee: edgarc; Pay Date: 1/23/2026	1,945.56
260123A07	1/23/2026	Hazel E. Hale	Employee: haleh; Pay Date: 1/23/2026	187.23
260123A08	1/23/2026	Kanoa K. Jones	Employee: jonesk; Pay Date: 1/23/2026	219.81
260123A09	1/23/2026	Austin R. Jones	Employee: jonesa; Pay Date: 1/23/2026	2,118.20



**City of Blue Lake**  
Check/Voucher Register - City Council Check Report  
From 1/1/2026 Through 1/31/2026

Check Number	Check Date	Payee	Transaction Description	Check Amount
260123A10	1/23/2026	Aislin N. McKinney	Employee: mckinneya; Pay Date: 1/23/2026	205.20
260123A11	1/23/2026	Jacob P. Meng	Employee: mengj; Pay Date: 1/23/2026	1,201.07
260123A12	1/23/2026	Shaylee A. O'Neil	Employee: oneils; Pay Date: 1/23/2026	93.78
260123A13	1/23/2026	Antoinette M. Quigley	Employee: quigleya; Pay Date: 1/23/2026	1,460.11
260123A14	1/23/2026	Quinn Sousa	Employee: sousaq; Pay Date: 1/23/2026	291.67
260123A15	1/23/2026	Emily P. Wood	Employee: woode; Pay Date: 1/23/2026	1,517.47
13544	1/29/2026	AT&T	4 - 1/4/2026 Cal Net 3 Bills	354.51
13545	1/29/2026	Christopher A. Ball	1/5/25-10/11/25 mileage reimb.-C. Ball	137.90
13546	1/29/2026	B & B Portable Toilet Co.	INV220306 1/3/26 WWTP	54.38
	1/29/2026	B & B Portable Toilet Co.	INV220307 1/3/26 Town Square	318.22
13547	1/29/2026	Blue Lake Volunteer Fire Dept.	BL Fire Assessment Fees FY 25/26	2,106.00
13548	1/29/2026	CA Building Standards Comm.	CBSC Qtrly Rpt Fees Oct-Dec 2025	15.30
13549	1/29/2026	Colantuono, Highsmith, Whatley	INV 68625 1/7/2026 Legal fees	75.00
13550	1/29/2026	Daqota Systems, Inc.	INV4148 1/5/26 Router Support	2,127.50
13551	1/29/2026	Eureka Oxygen Co.	INV 505927 Annual Fire Ext Serv	889.38
13552	1/29/2026	Fire Risk Mgmt Services	FRMS 2024 & 2025 Assessment Pmt #5	4,454.88
13553	1/29/2026	Gaynor Telesystems, Inc.	INV000047157 12/31/25 phone system	101.25
	1/29/2026	Gaynor Telesystems, Inc.	INV47224 1/21/26 phone system	4,566.57
13554	1/29/2026	Hensell Materials, Inc.	INV673929 12/23/25 PW Supplies	643.25
13555	1/29/2026	Humboldt Termite and Pest	INV588345 12/10/2025 pest control	72.00
	1/29/2026	Humboldt Termite and Pest	INV591101 1/14/26 pest control	72.00
13556	1/29/2026	Intedata Systems, Inc.	INV31155 11/30/25 w/s office supplies	440.05
	1/29/2026	Intedata Systems, Inc.	INV31182 12/30/25 w/s CASS service	40.00
	1/29/2026	Intedata Systems, Inc.	INV31211 12/30/25 w/s software maint.	95.00
13557	1/29/2026	Laura Julian	1/22/26 supply reimbursement - Julian	114.71
13558	1/29/2026	Brian McClure	1/13/26 P&R supply reimb-B.McClure	123.98
13559	1/29/2026	McKinleyville Ace Hardware	INV1150641 12/14/25 Equip Rental	70.69
	1/29/2026	McKinleyville Ace Hardware	INV510833&510835 WWTP Supplies	992.74
13560	1/29/2026	Ajay Mehta Dental Corp	1/6/26 dental payment - Edgar	145.00
13561	1/29/2026	Microbac Laboratories, Inc.	INV185756 12/10/25 W/S	142.00
	1/29/2026	Microbac Laboratories, Inc.	INV185832 12/16/25 WW	158.00
	1/29/2026	Microbac Laboratories, Inc.	INV185890 12/19/25 W/S	142.00
	1/29/2026	Microbac Laboratories, Inc.	INV186052 12/30/25 WW	469.00
	1/29/2026	Microbac Laboratories, Inc.	INV186058 12/30/25 WW	158.00
	1/29/2026	Microbac Laboratories, Inc.	INV186096 12/31/25 W/S	142.00
	1/29/2026	Microbac Laboratories, Inc.	INV186119 12/31/25 WW	269.00
	1/29/2026	Microbac Laboratories, Inc.	INV186140 1/2/26 WW	84.00
13562	1/29/2026	Miller Farms Nursery, Inc.	INV 178414 12/10/25 PW equipment	105.96
13563	1/29/2026	Pacific Gas and Electric	ACCT9008287254-1 1/5/26 statement	10.79
	1/29/2026	Pacific Gas and Electric	ACCT9126744508-7 12/30/25 statement	10,949.86
13564	1/29/2026	RREDC	Town Square Loan pmt due 2/1/26 Final Pmt	1,213.57
13565	1/29/2026	Tensor IT	INV11730 1/1/2026 IT Services	22.50
	1/29/2026	Tensor IT	INV11749 1/1/2026 IT Service	722.95
	1/29/2026	Tensor IT	INV11770 1/1/2026 IT Service	200.70
13566	1/29/2026	Terminix International	INV467453275 12/24/2025 CH Pest Control	65.27
	1/29/2026	Terminix International	INV467453498 12/29/2025 PH Pest Control	65.27
	1/29/2026	Terminix International	INV467454062 12/29/2025 RC Pest Control	60.12
13567	1/29/2026	Bradford Tucker	1/7/26 dental payment-Edgar	224.20
Report Total				156,611.94



# City of Blue Lake

## Staff Report

**Agenda Item #:** 7

**Meeting Date:** February 10, 2026

**Prepared By:** Jennie Short, City Manager

**Subject:** RCEA Northern Rural Energy Network

**Recommended Action:** That the City Council:

1. Receive a presentation from Stephen Kullman from REDWOOD COAST ENERGY AUTHORITY, on the Northern Rural Energy Network
2. Approve a letter of support for the NREN business plan submission for Energy Efficiency Programs
3. Authorize City Manager to sign letter of support on City letterhead

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### BACKGROUND

Stephen Kullman from Redwood Coast Energy Authority will give a presentation on the Northern Rural Energy Network during the meeting. RECA is requesting that the City of Blue Lake provide a letter of support for the

### FISCAL IMPACT

None.

### ALTERNATIVES

1. Decline to provide a letter of support.

### ATTACHMENTS

1. Sample Letter of Support
2. Presentation Slides from RCEA

#### Review Information:

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

Comments:

President Reynolds  
California Public Utilities Commission  
505 Van Ness Ave  
San Francisco, CA 94102

Re: Support for Northern Rural Energy Network's 2028-2035 Strategic Business Plan Application

Dear President Reynolds;

I am writing to express my support for the Northern Rural Energy Network's (NREN) application to continue and expand its energy efficiency efforts in rural Northern California.

Regional Energy Networks were established by the California Public Utility Commission to fill gaps in energy efficiency programs provided by California's Investor-Owned Utilities (IOUs). Customers in rural Northern California have traditionally been unable to access statewide and IOU programs, contributing more to utility bill-funded efficiency programs than they receive in services while experiencing higher than average energy burdens. Significant geographic distances, older housing stock, lower local jurisdictional capacity, and unreliable transmission lines have compounded to make it harder to serve these rural areas, which is why NREN's model of locally designed and implemented programs is so essential. NREN was established in 2024 by the Redwood Coast Energy Authority, Lake Area Planning Council, Mendocino Council of Governments, and Sierra Business Council as a direct response to these needs and began delivering energy efficiency services across 17 rural Northern California Counties in 2025, including residential energy assessments and rebates, small business incentives, public agency support, workforce education and training, and more. Furthermore, NREN is deeply committed to serving the 44 of California's 109 recognized Tribes that are within NREN service territory.

With this 2028-2035 Business Plan application, NREN will continue offering programs begun in this current cycle, working with community stakeholders to ensure California's energy efficiency programs serve all Californians, including the most rural and hard-to-reach customers. NREN will also expand its service territory; working toward a goal of covering all eligible customers in Northern California. I look forward to supporting NREN in those efforts and encourage you to approve the 2028-2035 Strategic Business Plan Application.

Sincerely,

February 10, 2026

# Northern Rural Energy Network Presentation to Blue Lake City Council

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Stephen Kullmann, Customer Programs Director  
Redwood Coast Energy Authority





# Redwood Coast Energy Authority

*Your local electricity provider & energy advisor*

## Who We Are

- RCEA is a Joint Powers Authority of the Blue Lake Rancheria, the Yurok Tribe, the County of Humboldt, the Cities of Arcata, Blue Lake, Eureka, Ferndale, Fortuna, Rio Dell, and Trinidad.
- We are governed by a Community Advisory Committee and Board of Directors made up of local elected officials, ensuring decisions reflect community priorities.

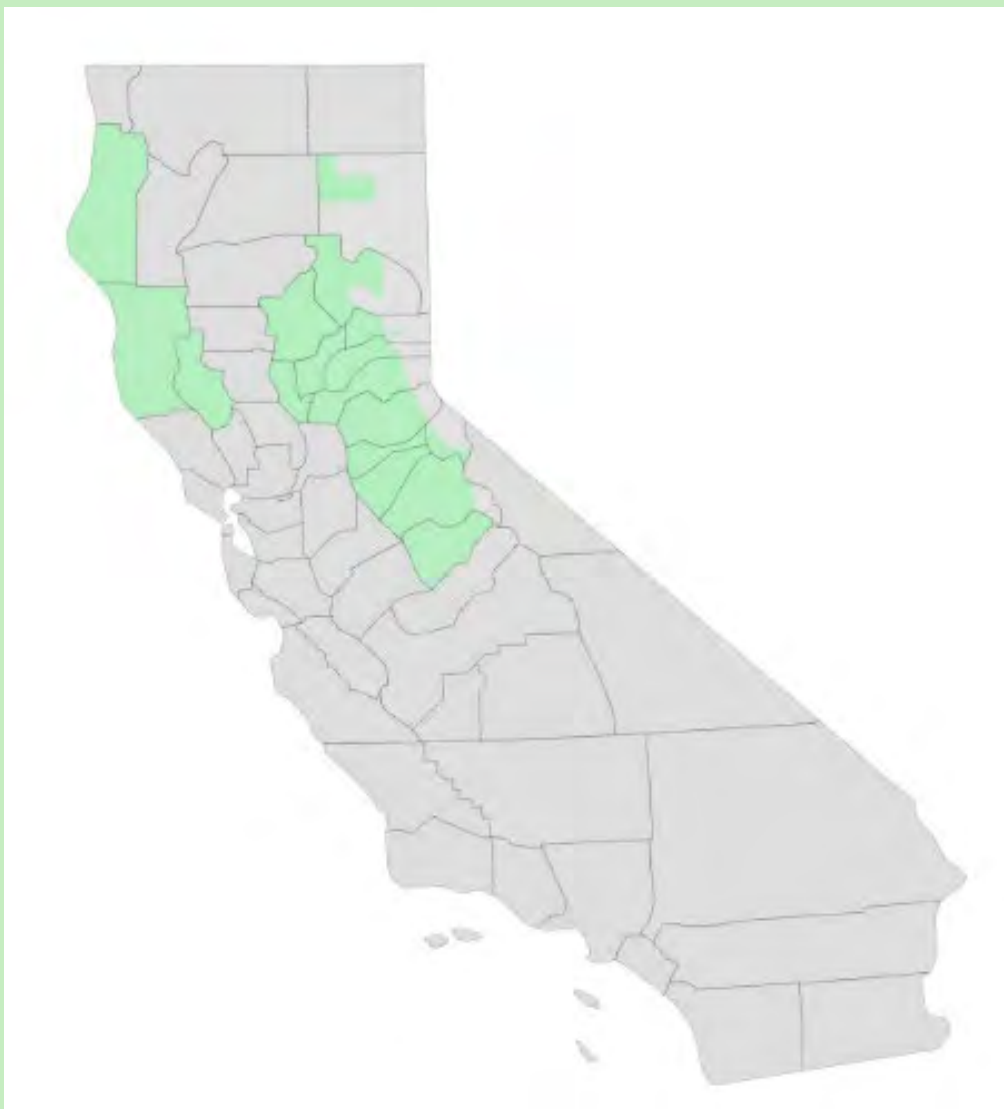
## What We Do

- RCEA provides electricity service to about 92% of homes and businesses in Humboldt County, replacing PG&E as the electricity provider (PG&E still handles transmission & billing).
- We are a local energy advisor, helping customers understand their bills, improve energy efficiency, and connect with programs and resources.





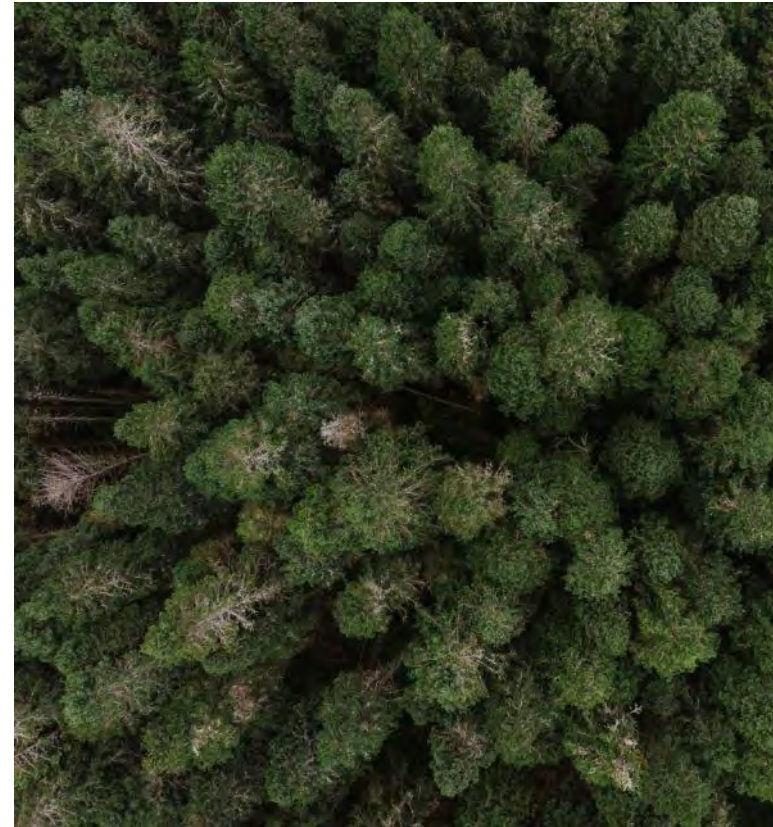
## Northern Rural Energy Network



- Regional Energy Networks (RENs) were established in 2013 by the CPUC to fill gaps in traditional energy efficiency programs and increase innovation
- Historically, rural California has received less return in energy program dollars than contributed through bills.
- RCEA partnered with the Lake Area Planning Council (LAPC), Mendocino Council of Governments (MCOG), and Sierra Business Council (SBC) to form NREN, emphasizing a *for rural, by rural* approach to program design and delivery
- Covers a non-contiguous region that crosses the PG&E territory in 17 counties: Alpine, Amador, Butte, Calaveras, El Dorado, Humboldt, Lake, Lassen, Mariposa, Mendocino, Nevada, Placer, Plumas, Sierra, Sutter, Tuolumne, Yuba
- RCEA is the Portfolio Administrator of the program, responsible for managing budgets and regulatory compliance







# NREN Residential Programs

- Rebates and Incentives for Residential Customers (currently direct to customer rebates and launching partner contractor install program soon)
  - Heat Pumps
  - Heat Pump Water Heating
  - Induction Cooking
  - Efficient Appliances
- No-cost home assessments over the phone
- Energy Efficiency Kits
- Outreach and educational events



**Northern Rural  
Energy Network**



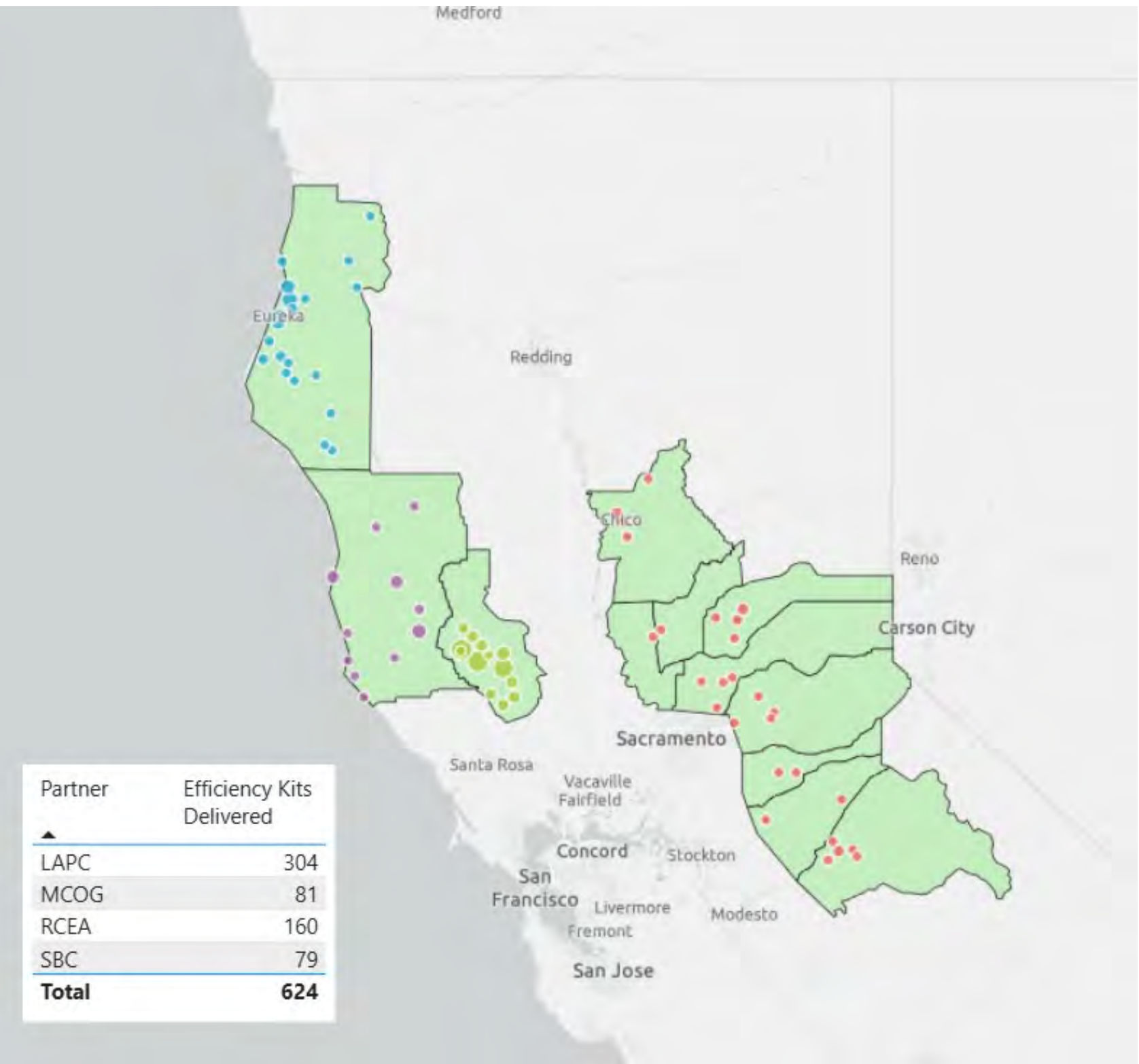
## Programs Launching in 2026



- **COMMERCIAL**
  - No-cost assessments for businesses
  - Incentives for energy efficiency upgrades
  - Installation assistance
  - Technical support
- **PUBLIC (currently offered in Humboldt County under a different program)**
  - No-cost assessments for public facilities
  - Assistance with planning – Climate Action Plans, Electrification Readiness, etc
  - Benchmarking
  - Project management support
  - Financing support
  - Technical support
- **WORKFORCE, EDUCATION & TRAINING**
  - Support to community colleges, tribes, and apprenticeship programs for creating curriculum for building the energy efficiency workforce
  - Upskilling for existing contractors
  - Codes & Standards training
- **FINANCING**
  - Still under development



# NREN 2025 Achievements



Residential Programs first to launch in 2025:

- 623 kits distributed (160 in Humboldt)
- 87 home efficiency assessments completed (52 in Humboldt)
- 581 signed up for services (146 in Humboldt)
- 312 energy efficient appliance and heat pump rebates processed
- \$89,101 of rebates paid out

Working with independent consultants on regional needs assessments:

- ERI: Completed non-residential needs assessment
- Frontier Energy: Financing needs assessments in progress and near completion
- SMUD: Residential needs assessment in progress with completion anticipated in June 2026

# NREN Program Portfolio for 2025-2027

NREN's current program cycle ends on December 31, 2027

In March of 2026, RCEA will submit a Business Plan Application to the CPUC for 2028-2035:

- NREN intends to request approximately \$65-\$85M for the four-year program portfolio budget.
- Programs will be very similar to those in the current portfolio
- NREN will add Yolo County and areas of Trinity County already served by RCEA's LGP program as a service territory in the Business Plan Application. Yolo County brings their sustainability department's many years of expertise and programs, including the Home Energy Score program, to NREN's team and service offerings.
- Also included is a market characterization of other Northern California counties that could be added in the future including Colusa, Glenn, Shasta, and Tehama.

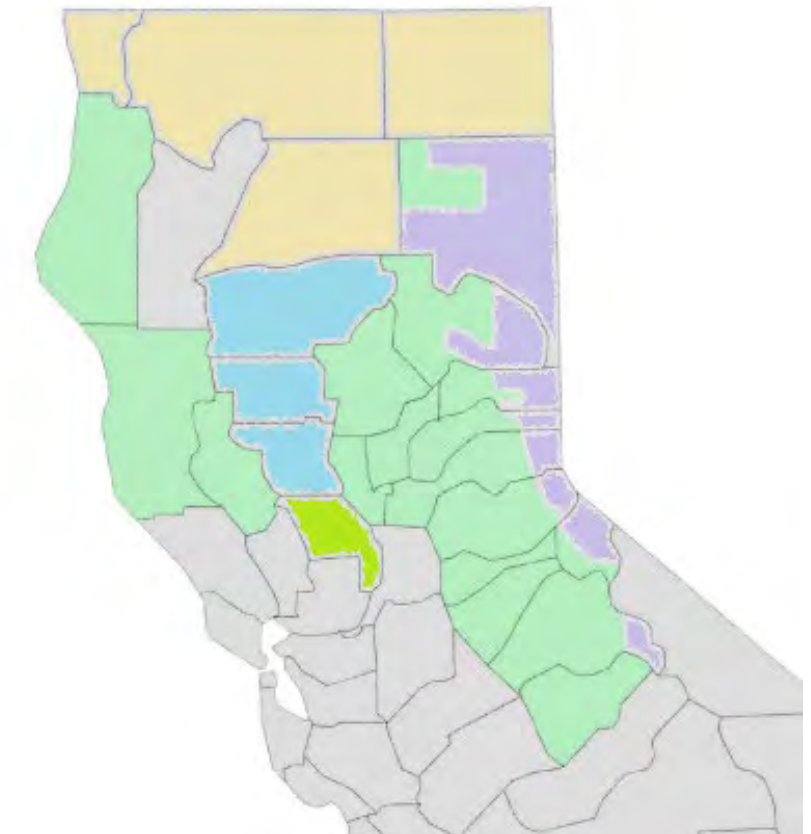


Fig 1. NREN Territory

Existing NREN territory  
Additional NREN territory (not shown, Trinity County PG&E areas)  
Counties in market study (not shown, Shasta County PG&E territory)  
Pacific Power Territory (exploring for 2031)  
Liberty Power Territory (exploring)



**RCEA is requesting Letters of Support  
from our member agencies, Including  
the City of Blue Lake.**

**Thank You**

Stephen Kullmann, Customer Programs Director  
[skullmann@redwoodenergy.org](mailto:skullmann@redwoodenergy.org)

Website:  
<https://northernren.org/>

Northern Rural Energy Network





# City of Blue Lake

## Staff Report

**Agenda Item #:** 8  
**Meeting Date:** February 10, 2026  
**Prepared By:** Jennie Short, City Manager  
**Subject:** Introduction of City's new Finance Manager  
**Recommended Action:** That the City Council:  
1. No Action necessary

---

### BACKGROUND

The City went through a robust recruitment process which resulted in numerous qualified candidates and consisted of several interview and selection committees. Karie Kroeker was selected as the preferred candidate and has accepted the job. Her first full day was January 27, 2026. Ms. Kroeker has a Bachelor of Science degree in Business Administration with an Accounting emphasis from what was then Humboldt State University. She worked for Jackson and Eckland as a staff accountant for 19 years. She obtained her Certified Public Accountant license in 2006. City staff are pleased to welcome her to our team.

She will take the oath of office with the new City Manager and City Clerk during a subsequent agenda item.

### FISCAL IMPACT

None.

### ALTERNATIVES

1. None

### ATTACHMENTS

1. None

#### Review Information:

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

Comments:



# City of Blue Lake

## Staff Report

**Agenda Item #:** 9

**Meeting Date:** February 10, 2026

**Prepared By:** Jennie Short, City Manager

**Subject:** City Clerk Appointment

**Recommended Action:** By Role Call Vote, that the City Council:  
1. Consider approval of Resolution 1252 Appointing Samantha Green as City Clerk.

---

### BACKGROUND

Jill Duffy, Interim City Manager, was appointed Acting City Clerk at the continued Council meeting of August 26, 2025 (meeting was held August 27, 2025). The permanent City Manager, Jennie Short, assumed office on January 5, 2026, was appointed Acting City Clerk at the Council meeting of January 27, 2026, until such time as a permanent City Clerk could be hired.

Finalist interviews for the permanent City Clerk position were conducted by Council on January 20, 2026. A conditional offer of employment was made and the preferred candidate, Samantha Green, has accepted the position. Background and reference checks for the Council's preferred candidate have been completed. The recruitment process is now complete, and the Council can now make a permanent appointment. Ms. Green has a Bachelor of Science degree in Criminology and Justice Studies from Cal Poly Humboldt. She most recently worked for Humboldt Domestic Violence Services as a Lead Client Advocate. City staff are pleased to welcome her to our team.

She will take the oath of office with the new City Manager and Finance Manager during a subsequent agenda item.

### FISCAL IMPACT

The adopted budget contains funding for a full time City Clerk for the months of February – June 2026.

### ATTACHMENTS

1. Resolution 1252 Appointing Samantha Green as City Clerk

#### Review Information:

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

Comments:

**RESOLUTION NO. 1252**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLUE LAKE, CALIFORNIA,  
APPOINTING A CITY CLERK**

The City Council of the City of Blue Lake hereby resolves as follows:

Section 1. Samantha Green is hereby appointed as the City Clerk of the City of Blue Lake.

Section 2. Upon taking the oath of office as City Clerk, Samantha Green shall have all the authority, and all the duties of that office under the Blue Lake Municipal Code and California law.

Section 3. This resolution shall take effect immediately upon its adoption.

\*\*\*\*\*

I certify that the foregoing resolution was passed and adopted by the Council of the City of Blue Lake at a meeting thereof held February 10, 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Approved: \_\_\_\_\_  
Mayor Sawatzky

CLERK OF THE CITY OF BLUE LAKE

Approved:

\_\_\_\_\_

State of California            }  
County of Humboldt        :ss.  
City of Blue Lake           }

I certify that the foregoing is a true copy of **Resolution No. 1252**, finally passed and adopted by the Council of the City of Blue Lake at a regular meeting held on February 10, 2026.

\_\_\_\_\_  
Clerk of the City of Blue Lake

# City of Blue Lake

## Oath of Office

STATE OF CALIFORNIA, }  
*County of Humboldt* ss.

I, Jennie Short, 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 10<sup>th</sup> day of February 2026.

---

City Clerk, City of Blue Lake





# City of Blue Lake

## Oath of Office

STATE OF CALIFORNIA, }  
*County of Humboldt* ss.

I, Karie Kroeker, 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 10<sup>th</sup> day of February 2026.

---

City Clerk, City of Blue Lake





# City of Blue Lake

## Oath of Office

STATE OF CALIFORNIA, }  
*County of Humboldt* ss.

I, Samantha Green, 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 10<sup>th</sup> day of February 2026.

---

City Clerk, City of Blue Lake





# City of Blue Lake

## Staff Report

**Agenda Item #:** 12

**Meeting Date:** February 10, 2026

**Prepared By:** Jennie Short, City Manager

**Subject:** Memorandum of Understanding with Mountain Bike Tribal Trail Alliance

**Recommended Action:** That the City Council:

1. Discuss and Approve the Memorandum of Understanding with Mountain Bike Tribal Trail Alliance; and
2. Approve Resolution 1253 "Approving A Memorandum Of Understanding With The Mountain Bike Tribal Trail Alliance For Development, Maintenance, And Monitoring Of The Blue Lake Bike Park
3. Direct the City Manager to Sign the MOU; and
4. Other direction as appropriate.

---

### BACKGROUND

The Blue Lake Bike Park project kicked off in earnest in September of 2020 following the presentation by the City Manager on a conceptual bike park project. During the meeting of September 22, 2020, Council directed staff to 1) return with a site plan; 2) explore partnerships and funding options; and 3) that staff return to Council with a project proposal. At their meeting of June 22, 2021, a verbal update was provided to Council that the bike park project was in the design phase and being developed in partnership with the Redwood Coast Mountain Bike Association, Mountain Bike Tribal Trail Alliance and the Humboldt Skate Collective.

The bike park project has generated significant community enthusiasm and support with financial and volunteer work hours committed towards this endeavor over the past three years by a number of community members. MBTTA is a local nonprofit organization based in McKinleyville who has expressed interest in participating in these efforts to advance the project.

Staff recommends formalizing the group's role through an MOU to ensure accountability, transparency and collaboration related to fundraising, project completion, long-term maintenance of the facility, insurance coverage and access to the City property for public use subject to City approval. Additionally, the agreement assists with compliance with City Resolution 1077 pertaining to donation management.

The City Council is requested to discuss and approve the Memorandum of Understanding (MOU) between the City and Mountain Bike Tribal Trail Alliance (MBTTA) to formalize their role in fundraising, volunteer coordination and community outreach in support of the Blue Lake Bike Park and approve Resolution 1253.

The MOU with MBTTA will work alongside the existing MOU that the City entered into with the Redwood Coast Mountain Bike Association (RCMBA) at the November 19, 2025 Council meeting. This represents a collaborative approach to increase resources and community involvement in the bike park project.

It is essential for City staff to serve as the central hub of coordination in the development and management of the Blue Lake Bike Park. By positioning the City Manager, or their designee, at the forefront of this collaborative effort, all stakeholders, including the Mountain Bike Tribal Trail Alliance (MBTTA) and the Redwood Coast Mountain Bike Association (RCMBA), can engage in a structured and cohesive manner.

City Attorney Ryan Plotz has reviewed this MOU for form.

**FISCAL IMPACT**

None.

**ALTERNATIVES**

- 1. None

**ATTACHMENTS**

- 1. Memorandum of Understanding
- 2. Resolution 1253 “Approving A Memorandum Of Understanding With The Mountain Bike Tribal Trail Alliance For Development, Maintenance, And Monitoring Of The Blue Lake Bike Park

<b>Review Information:</b>			
City Manager Review:	<input checked="" type="checkbox"/>	Legal Review:	<input checked="" type="checkbox"/>
Planner Review:	<input type="checkbox"/>	Engineer:	<input type="checkbox"/>
Comments:			

# **MEMORANDUM OF UNDERSTANDING BETWEEN MOUNTAIN BIKE TRIBAL TRAIL ALLIANCE AND CITY OF BLUE LAKE**

This memorandum of understanding is hereby made and entered into by and between the Mountain Bike Tribal Trail Alliance, a California 501(c)(3) Non-Profit hereinafter referred to as MBTTA, and the City of Blue Lake, hereinafter referred to as City. MBTTA and the City collectively are referred to as the Parties.

## **A. Introduction**

The purpose of this partnership is to formalize a development, maintenance, and monitoring agreement between MBTTA and the City. MBTTA is a volunteer, member based, organization dedicated to creating and preserving access to public and private lands for recreation through trail and facility development and trail and facility maintenance. The City owns land and Bike Park facilities that require development, routine maintenance and monitoring to sustain the local recreation demand. MBTTA has maintained a verbal agreement with the City and has donated significant funds to the development of the City's Bike Park. Formalizing this agreement will allow MBTTA to continue to help offset the City's costs by engaging the community through continued organized volunteer work days. The work days will continue to empower the community and MBTTA's members playing a direct role in the development of the Blue Lake Bike Park and will attempt to ensure progress continues as the City's available budget to accommodate such standards remains uncertain. This MOU will formalize a scope of work for volunteer activities, communication protocols between MBTTA and the City in regard to facilitating volunteer activities, parameters for liability and insurance coverage, guidelines and expectations, and the City's commitment to grant MBTTA access to land acquired by the City for public use.

## **B. Statement of Mutual Benefit and Interest**

Both the City and MBTTA have shown a commitment to supporting public access to recreation infrastructure and building the recreation community in the City of Blue Lake the rest of Humboldt County. The City has demonstrated its commitment to MBTTA and the community through partnering with MBTTA during bicycle community events, co-hosting fundraising activities, and consulting on planning and developing the Bike Park. Continuing this commitment by agreeing to this MOU will result in MBTTA continuing to provide resources to the City such as fundraising capabilities, an inventory of tools, collective expertise and experience. It is in the best interest of both parties to establish a sustainable, volunteer based partnership that focuses on: development, maintenance, monitoring, and preserving recreational infrastructure like the Blue Lake Bike Park and future projects in the City's sphere of influence.

## **C. MBTTA SHALL**

1. Continue to assist in the development and maintenance of the Blue Lake Bike Park, provided sufficient volunteer interest exists to support the volume of work needed to complete specific tasks and areas mutually agreed upon by the Parties.

2. Facilitate volunteer workdays without the City needing to overextend financial resources by paying staff to be present. MBTTA shall ensure that all volunteers are physically capable of performing assigned tasks and shall exclude any volunteer who appears to be under the influence of alcohol or controlled substances. MBTTA shall conduct safety briefings before each work session and maintain a first aid kit on-site during all work activities. The City reserves the right to exclude any volunteer from City property for safety or conduct reasons.
3. Provide common tools and equipment for workdays. Use of power tools or mechanized equipment will be considered on a project by project basis and must have the City's approval prior to use. The City may need to close the Bike Park to other users to facilitate workdays.
4. Monitor work performed on City property involving the Parties' mutual projects to ensure the work complies with City and State safety and maintenance standards, provide project specific safety briefings to begin each workday, and ensure all volunteers are Respectful, Courteous, Mountain Bike Ambassadors.
5. Develop projects with the City that would likely generate interest from volunteers.
6. Require all volunteers to sign an agreement, in a form approved by the City, holding the City and MBTTA harmless prior to working on the Parties' mutual projects and cooperate with the City on any additional volunteer authorization or waiver procedures that the City determines may be necessary.
7. Ensure none of the Parties' mutual projects is altered or reconfigured by MBTTA or its members without consent from the City.
8. Hold fundraising events as necessary and practicable to help fund the Parties' mutual projects. To the extent MBTTA fundraises monies expressly for the Bike Park, RCMA shall ensure that all donated funds are expended on City authorized projects relating to the Bike Park. MBTTA shall provide the City with a list of donations, bi-annually, received for the Bike Park and a report of expenditures therefrom.
9. Discuss annually with the City whether the terms of this MOU should be amended.
10. Maintain detailed records of all volunteer hours, work performed, materials used, and any incidents or accidents occurring during work activities.
11. MBTTA shall not incur any expenses on behalf of the City or commit the City to any financial obligations without prior written authorization from the City Manager, following consultation and approval from the City Council. All fundraising activities must clearly indicate that donations support MBTTA projects and do not constitute City endorsement of donors or sponsors. Ownership of all materials, equipment, and improvements purchased with funds raised for City projects shall vest in the City upon installation or delivery to City property.

**D. City of Blue Lake SHALL**

1. Provide clear direction regarding maintenance priorities and specific project outcome expectations for a given project site.
2. Provide clear direction regarding proper safety and maintenance techniques beyond those set by federal, local, and state law to be used by volunteers on City property.
3. Provide regular, timely feedback about the effectiveness of the program and any desired changes to the MBTTA scope of work or how certain tasks are to be executed.

4. Subject to budgetary limitations and as approved by the City, provide any specialized tools or equipment that MBTTA does not already possess.
5. As approved by the City, provide access to work areas, including temporarily closing City property to other uses to facilitate MBTTA's ability to safely conduct work on the Parties' mutual projects on planned workdays.
6. Minimize administrative hurdles for MBTTA to the greatest extent possible.
7. With sufficient notice and to the extent practicable, advocate for MBTTA and MBTTA projects to other local government entities by describing MBTTA's work with the City.
8. Contact MBTTA at least every 6 months to review the scope of the Parties' active or prospective projects and volunteer trends and outline expectations and costs for projects MBTTA is to operate on.
9. Seek solutions to cost barriers of MBTTA projects, such as participating in grant application processes, on facilities owned and operated by the City.
10. Discuss annually with MBTTA whether the terms of this MOU should be amended.

**E. Mutual Understanding and Agreement Between MBTTA and City of Blue Lake**

1. The City and MBTTA will communicate openly and timely about any matters regarding the partnership.
2. Any change in this MOU or the communication protocols developed pursuant to this MOU will require the joint approval of the MBTTA Board and the City Council.
3. It is the intention of MBTTA and the City that this partnership will continue long term, though should it be deemed unsatisfactory, the agreement can be terminated by either party with 60 days' written notice.
4. The City and MBTTA will be named as equal partners on any promotional, outreach, or informational material regarding cooperative projects and programs.
5. All plans, designs, improvements, and intellectual property developed through this partnership shall be owned by the City. Both parties may use photographs and descriptions of cooperative projects for promotional purposes, provided that both parties are credited as partners. Neither party may use the other's name, logo, or likeness for commercial purposes without written consent.
6. The City retains final authority over all aspects of project planning, design, and execution. All work performed under this MOU must comply with applicable federal, state, and local laws, regulations, permits, and City codes. The City reserves the right to immediately halt any work if safety concerns arise, if work deviates from approved plans, or if regulatory compliance issues are identified. MBTTA shall not commence any work without prior written approval from the City Manager or designee. The City Manager may only authorize work in accordance with the approved plans for which funding has been budgeted by the City Council.

## **F. Mutual Indemnity**

- 1. MBTTA Indemnification of City.** MBTTA agrees to defend, indemnify, and hold harmless the City, its officers, officials, employees, agents, and volunteers from and against any and all claims, demands, causes of action, liability, damages, losses, costs, or expenses, including reasonable attorney's fees and costs (collectively, "Claims") arising out of or in connection with:
  - i. The performance of work under this MOU by MBTTA, its members, volunteers, agents, or subcontractors;
  - ii. Any breach of this MOU by MBTTA;
  - iii. Any negligent or wrongful act or omission of MBTTA, its members, volunteers, agents, or subcontractors;
  - iv. Any violation of applicable laws, regulations, or permits by MBTTA, its members, volunteers, agents, or subcontractors;
  - v. Any bodily injury, personal injury, or property damage occurring on City property during MBTTA activities, except to the extent caused by the City's sole negligence or willful misconduct.
- 2. City Indemnification of MBTTA.** The City agrees to defend, indemnify, and hold harmless MBTTA, its officers, directors, members, volunteers, and agents from and against any and all Claims arising out of or in connection with:
  - i. The City's negligence or willful misconduct;
  - ii. Any breach of this MOU by the City;
  - iii. Any defects in City-owned tools, equipment, or facilities provided to MBTTA, provided MBTTA has used such items in accordance with manufacturer instructions and applicable safety standards.
- 3. Procedure.** The indemnifying party shall assume the defense of any Claim with counsel acceptable to the indemnified party. The indemnified party shall cooperate in the defense and may participate with counsel of its own choice at its own expense. No settlement shall be made without the written consent of both parties.
- 4. Survival.** The indemnification obligations under this section shall survive the termination or expiration of this MOU.

## **G. Insurance**

MBTTA shall comply with the insurance requirements set forth in Exhibit A hereto and incorporated herein.

**H. Principal Contacts**

City of Blue Lake: Jennie Short, City Manager.

MBTTA: Shaun Fyfe, Brandi Fyfe, Keith Reynolds and/or Charlie Caldwell.

**I. Authorized Representatives and Duration**

By signing below, the Parties certify that the individuals listed in this document represents their respective Parties and are authorized to make this agreement. This MOU becomes effective upon signature by the Parties and can be modified or terminated as described above.

THE PARTIES HERETO have executed this MOU as of the dates below.

\_\_\_\_\_  
City Manager, City of Blue Lake

\_\_\_\_\_  
Date

\_\_\_\_\_  
MBTTA Board Representative

\_\_\_\_\_  
Date



## EXHIBIT A

### Insurance Requirements

1. These are the Indemnity and Insurance Requirements for Contractors providing services or supplies to the City of Blue Lake ("Entity" or "City"). By agreeing to perform the work or submitting a proposal, you verify that you comply with and agree to be bound by these requirements. If any additional Contract documents are executed, the actual Indemnity language and Insurance Requirements may include additional provisions as deemed appropriate by Entity, and if a conflict occurs, the broader requirements shall prevail.
2. You should check with your Insurance advisors to verify compliance and determine if additional coverage or limits may be needed to adequately insure your obligations under this agreement. These are the minimum required and do not in any way represent or imply that such coverage is sufficient to adequately cover the Contractor's liability under this agreement. The full coverage and limits of Insurance carried by or available to the Contractor shall be available to Entity and these Insurance Requirements shall not in any way act to reduce coverage that is broader or includes higher limits than those required. The Insurance obligations under this agreement shall be either: 1—all the Insurance coverage and limits carried by or available to the Contractor; or 2—the minimum Insurance requirements shown in this agreement; whichever is greater. Any insurance proceeds in excess of the specified minimum limits and coverage required, which are applicable to a given loss, shall be available to Entity.
3. Contractor shall furnish the Entity with original Certificates of Insurance including all required amendatory and Additional Insured endorsements (or copies of the applicable policy language affecting coverage required by this clause) and a copy of the Declarations and Endorsements Pages of the policies listing all policy endorsements to Entity before work begins. Entity reserves the right to require full-certified copies of all Insurance coverage and endorsements.

### MINIMUM SCOPE AND LIMIT OF INSURANCE

Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, its agents, representatives, employees, volunteers, or subcontractors.

Coverage shall be at least as broad as:

1. Commercial General Liability (CGL): Insurance Services Office (ISO) Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than \$1,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.

2. Automobile Liability: Insurance Services Office Form CA 0001 covering Code 1 (any auto), with limits no less than \$1,000,000 per accident for bodily injury and property damage.

3. Workers' Compensation insurance as required by the State of California, with Statutory Limits, and Employers' Liability insurance with a limit of no less than \$1,000,000 per accident for bodily injury or disease.

### **Self-Insured Retentions**

Self-insured retentions must be declared to and approved by the City. At the option of the City, either: the contractor shall cause the insurer shall to reduce or eliminate such self-insured retentions as respects the City, its officers, officials, employees, and volunteers; or the Contractor shall provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claim administration, and defense expenses. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or City.

### **Other Insurance Provisions:**

#### **Additional Insured**

The City, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations and automobiles owned, leased, hired, or borrowed by or on behalf of the Contractor. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance at least as broad as one of the following ISO ongoing operations Forms: CG 20 10 or CG 20 26 or CG 20 33 (not allowed from subcontractors), or CG 20 38; **and** one of the following ISO completed operations Forms: CG 20 37, 2039 (not allowed from subcontractors), or CG 20 40.

#### **Primary Insurance**

For any claims related to this project, the Contractor's insurance coverage shall be primary insurance coverage at least as broad as ISO CG 20 01 04 13 as respects the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.

#### **Notice of Cancellation**

Contractor shall provide immediate written notice if (1) any of the required insurance policies is terminated; (2) the limits of any of the required policies are reduced; (3) or the deductible or self-insured retention is increased. In the event of any cancellation or reduction in coverage or limits of any insurance, Contractor shall forthwith obtain and submit proof of substitute insurance.

**Acceptability of Insurers**

Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best rating of no less than A: VII, unless otherwise acceptable to the Entity.

**Waiver of Subrogation**

The Contractor hereby grants to the Entity a waiver of any right to subrogation which any insurer of the Contractor may acquire against the Entity by virtue of the payment of any loss under such insurance. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether the Entity has received a waiver of subrogation endorsement from the insurer. However, the Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the Entity for all work performed by the Contractor, its employees, agents and subcontractors.

**Verification of Coverage**

Contractor shall furnish the City with original Certificates of Insurance including all required amendatory endorsements (or copies of the applicable policy language effecting coverage required by this clause) and a copy of the Declarations and Endorsement Page of the CGL policy listing all policy endorsements to City before work begins. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements, required by these specifications, at any time.

**Subcontractors**

Contractor shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Contractor shall ensure that City is an additional insured on insurance required from subcontractors. For CGL coverage subcontractors shall provide coverage with a form at least as broad as CG 20 38 04 13.

**Special Risks or Circumstances**

Entity reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other circumstances.

**RESOLUTION NO. 1253**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLUE LAKE  
APPROVING A MEMORANDUM OF UNDERSTANDING WITH THE  
MOUNTAIN BIKE TRIBAL TRAIL ASSOCIATION FOR DEVELOPMENT,  
MAINTENANCE, AND MONITORING OF THE BLUE LAKE BIKE PARK**

**WHEREAS**, the City of Blue Lake (“City”) owns and operates public lands and recreational facilities, including the Blue Lake Bike Park, that require ongoing development, maintenance, and monitoring to serve the community and promote recreational access; and

**WHEREAS**, the Mountain Bike Tribal Trail Association (“MBTTA”) is a California nonprofit organization dedicated to creating and preserving recreational access through trail and facility development, maintenance, and stewardship; and

**WHEREAS**, MBTTA has expressed their interest to the City to assist in supporting the development and operation of the Blue Lake Bike Park through volunteer workdays, fundraising efforts, and collaborative planning with the City; and

**WHEREAS**, formalizing this partnership through a Memorandum of Understanding (“MOU”) will enable the City and MBTTA to establish clear roles, responsibilities, and expectations regarding volunteer coordination, liability and insurance provisions, maintenance standards, and communication protocols; and

**WHEREAS**, the City Council has reviewed the MOU and finds that entering into this agreement serves the public interest by promoting recreation, enhancing community involvement, and reducing maintenance costs to the City through coordinated volunteer participation.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BLUE LAKE AS FOLLOWS:**

1. Approval of MOU. The City Council hereby approves the Memorandum of Understanding between the City of Blue Lake and the Mountain Bike Tribal Trail Association (MBTTA) for the cooperative development, maintenance, and monitoring of the Blue Lake Bike Park.
2. Authorization to Execute. The City Manager is hereby authorized and directed to execute the MOU on behalf of the City of Blue Lake, in substantially the form presented to the City Council, with such minor modifications as may be approved by the City Attorney.

3. Effective Date. This Resolution shall take effect immediately upon its adoption.

**PASSED, APPROVED, AND ADOPTED by the City Council of the City of Blue Lake**  
**on this \_\_\_\_\_ day of \_\_\_\_\_, by the following vote:**

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
John Sawatzky, Mayor

**ATTEST:**

\_\_\_\_\_  
Jennie Short, Acting City Clerk



# CITY OF BLUE LAKE

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

**Agenda Item #: 13**

**Date:** February 10, 2026

**Item Subject:** **Reciprocal Access Easement for Rousseau Mixed-Use Project**

**Recommendation:** That the City Council:

1. Receive a presentation on the recommended reciprocal access easement for the Rousseau Mixed-Use Project.
2. Open the item for public comment.
3. Close the item for public comment.
4. Ask questions of city staff and the applicant (if present).
5. Provide direction as appropriate.

---

## **Background**

Rousseau Investments LLC has submitted a Conditional Use Permit (CUP) application for a mixed-use project on their property in the Powers Creek District on APN 025-201-018. The project proposes a two-story building that would consist of two 520 s.f. one-bedroom units and 3,200 s.f. of commercial space on the ground floor and two 520 s.f. one-bedroom units on the upper floor. **Attachment 1** to this staff report is the most recent draft site plan from the applicant.

The project site is currently served by a one-lane, access driveway that is composed of compacted gravel and is 17 feet in width. As shown on the draft site plan and in the photo below, the driveway provides access to an existing commercial building located in the southwestern portion of the property along the Monda Way cul-de-sac. In their comments on the project, the City Engineer provided the following recommendations regarding the site driveway (see **Attachment 2**):

- 1) Driveway and parking areas should be paved with Type A asphalt, conforming to current California Department of Transportation (Caltrans) Standard Specification Section 39.

- 2) Due to the close proximity of the existing building on the project site to the southern property line, the preliminary project plans propose a temporary, one-lane, access driveway with a width of 17 feet. We find this proposal to be adequate for the proposed development in the interim, while the City prepares for private development on the City's existing corporation yard to the south (APN 025-201-019). When the corporation yard is developed, the temporary 17-foot-wide driveway will be expanded to be a 25-foot-wide shared access for parcels with APNs 025-201-018 and 025-201-019.
- 3) To prepare for the future shared access, we are recommending a condition of approval requiring establishing a 25-foot reciprocal easement for the benefit of Rousseau Investments LLC and the City along the southern portion of parcel 025-201-018 and the northern portion of parcel 025-201-019. Because of existing utility infrastructure in the northwest corner of parcel 025-101-019, it is recommended that the portion of the easement at the entrance to parcel 025-201-018 be expanded as illustrated in the attached figure to provide a minimum 24-foot-wide shared access.

For reference, the photo below shows the existing driveway access to the Rousseau property and the portion of the City's corporation yard that would be used for the expansion of the driveway.



### City Council Review

Since the City Engineer's recommendation would result in the use of a portion of the City's corporation yard property for an expanded driveway to serve the Rousseau Mixed-Use Project (see Figure 1 to **Attachment 2**), this item is being brought before the City Council for consideration before the CUP application is scheduled for a public hearing.

**Attachments**

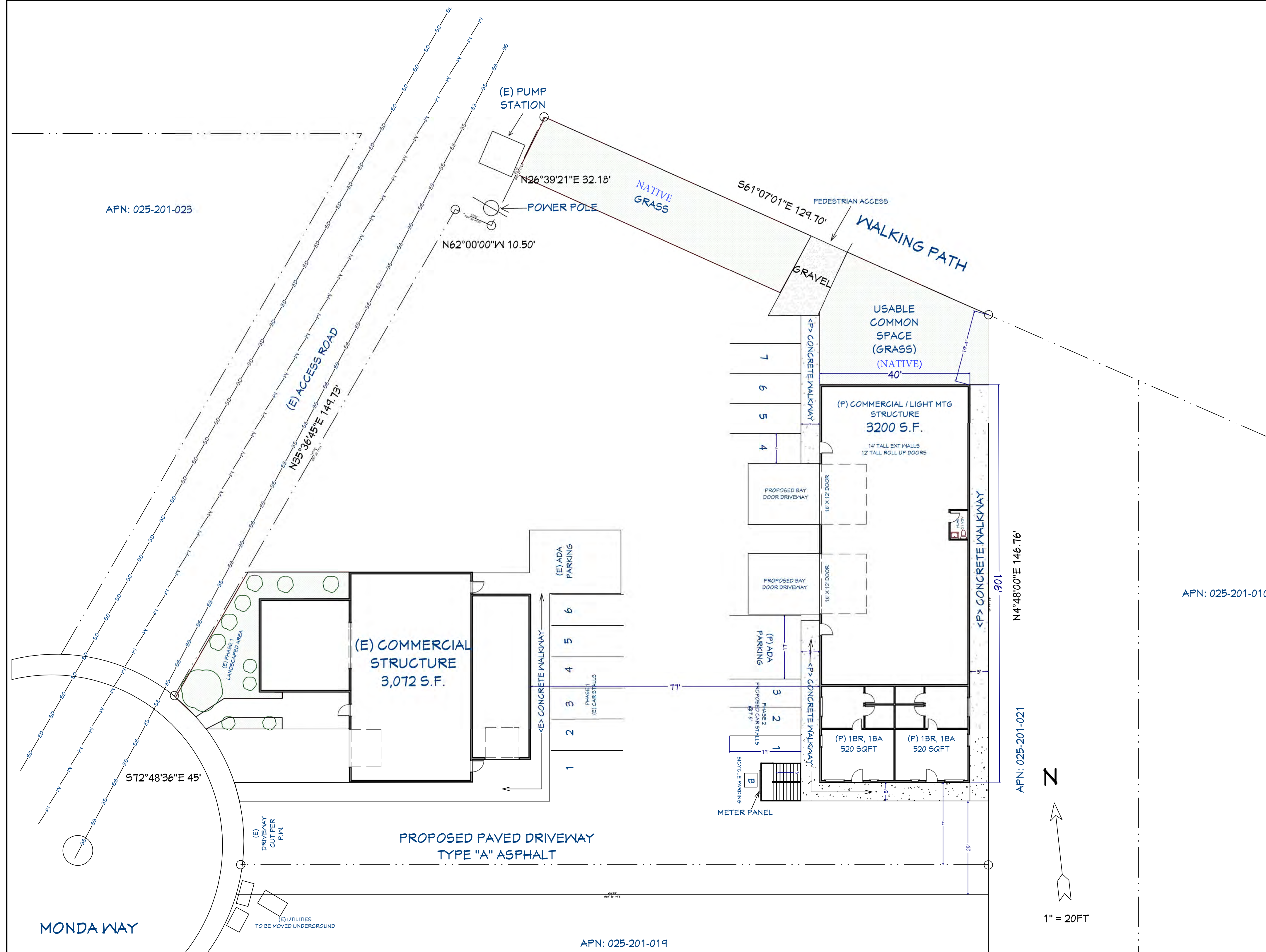
- 1) Draft Site Plan for Rousseau Mixed-Use Project
- 2) Referral comments from City Engineer on site access improvements (dated 12/22/2023)



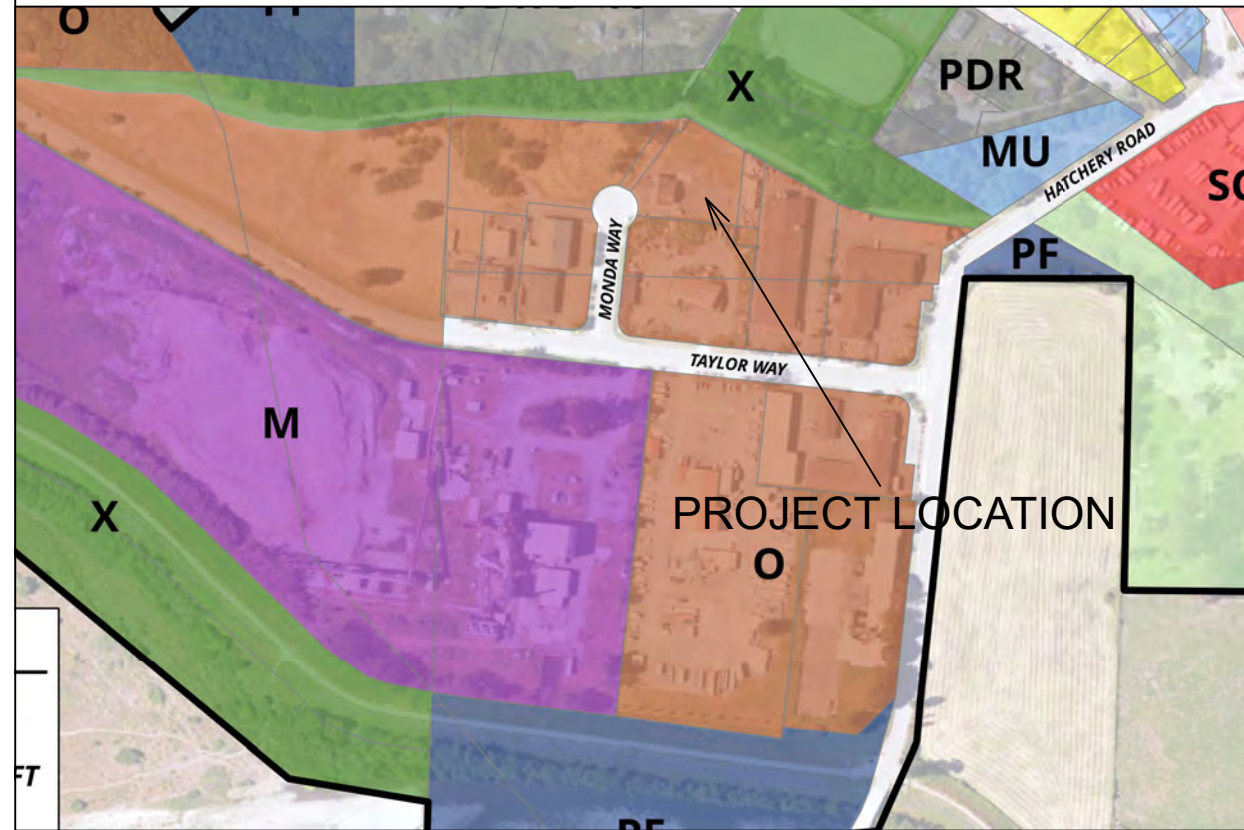
# **Attachment 1**

**Draft Site Plan – Rousseau Mixed-Use Project**





VICINITY MAP



PHASE 2 PROJECT DESCRIPTION

This project is a second phase of development on the same parcel as a previous addition completed in July 2022. The second phase proposal includes construction of one commercial unit and four apartments to create a live/work concept. The proposed structure is ground level 4,240 S.F., with two 520 S.F. one-bedroom accessible units to its south, and 3,200 S.F. of commercial or light manufacturing space with two one-bedroom units on its upper level. The upper level consists of two one-bedroom units at 520 S.F. each. The project proposes extending, widening and paving the driveway with type A asphalt. An open concept design of space use includes pedestrian access through the property and a common area of outdoor space for residents. Parking is provided for each unit with additional parking on the street and bicycle parking. The proposed building is within walking distance to Blue Lake city hall where a bus stop is located. A CUP is requested for the north side of the building for a 19' 4" setback from the trail (code is 25' setback). This set-back will reflect current development at neighboring properties.

LEGALIZONING

PROJECT TITLE:	ROUSSEAU MIXED USE - PHASE 2	
APPLICANT / OWNER :	ROUSSEAU INVESTMENT	
	P.O. BOX 782	
	BLUE LAKE, CA 95525	
	707-499-2631	
ASSESSOR'S PARCEL #:	025-201-018	
	131 MONDA WAY	
	BLUE LAKE, CA 95525	
JURISDICTION:	CITY OF BLUE LAKE	
ZONING:	OPPORTUNITY - 0 ZONE (0)	
LOT SIZE:	+/- 32,170 S.F (+/- 0.74 ACRES)	
USE PERMIT:	RESIDENTIAL @> 5 UNITS	
MAX RESIDENTAL UNITS 1/2,500:	32,170/2,500 = 13 UNITS	
SET BACKS:		
NORTH SIDE:	50 FT HORIZ. C.L POWERS CREEK	
	MIN	PROPOSED
WEST SIDE:	25 FT	156 FT
SOUTH SIDE:	25 FT	22 FT
EAST SIDE:	15 FT	5' FT
PROPOSED HEIGHT:	21' 3"	
BUILDING COVERAGE:	22,519 S.F MAX 70% OF LOT AREA S.F.	
PROPOSED BUILDING COVERAGE:	3,072 S.F. (EXISTING) + 4,240 S.F.	
TOTAL BUILDING COVERAGE:	7312 S.F.	
PARKING REQUIRED:	PER 17.24.100 & 17.24.230	
PROPOSED WALK-WAY:	541 S.F.	
PROPOSED PAVED AREA:	-S.F.	
PARKING PROVIDED:	1 ADA + 7	
BICYCLE PARKING PROVIDED:	YES	

SITE PLAN

SCALE 1" = 20'

PHASE 2

131 MONDA WAY, BLUE LAKE, CA 95525

APN: 025-201-018

ROUSSEAU INVESTMENTS

PLAN LEGEND

- A-1 SITE PLAN
- A-2 1ST FLOOR PLAN
- A-3 2ND FLOOR PLAN
- A-4 WEST AND SOUTH ELEVATIONS
- A-5 EAST AND NORTH ELEVATIONS
- A-6 3D ELEVATION



SITE PLAN

SHEET TITLE:

PHASE 2

ROUSSEAU INVESTMENTS LLC  
MONDA WAY, BLUE LAKE, CA 95525  
A.P.N. 025-201-018

DRAWINGS PROVIDED BY:  
KRC DESIGN  
KRISTIN COSBY  
(707)599-5967  
KRCDESIGNHUMBOLDT@GMAIL.COM

DATE:

SCALE:

1" = 20'

SHEET:

A-1



## **Attachment 2**

**Referral Comments from City Engineer on Access Improvements  
(12/22/2023)**



# CITY OF BLUE LAKE

Post Office Box 458,  
Phone 707.668.5655

111 Greenwood Road,

Blue Lake, CA 95525  
Fax 707.668.5916

Reference: 023003.101

December 22, 2023

Ryan and Alicia Rousseau  
P.O. Box 782  
Blue Lake, CA 95525

**Subject: Rousseau Investments LLC CUP/SPA—Phase 2: Access Improvements**

City staff has reviewed the preliminary plans for the conditional use permit and site plan approval application (App. No. 025-201-018/2023) proposing development of a three-story, mixed-use building on Assessor's parcel number (APN) 025-201-018 in the City of Blue Lake (City). Our recommendations regarding access improvements are summarized below.

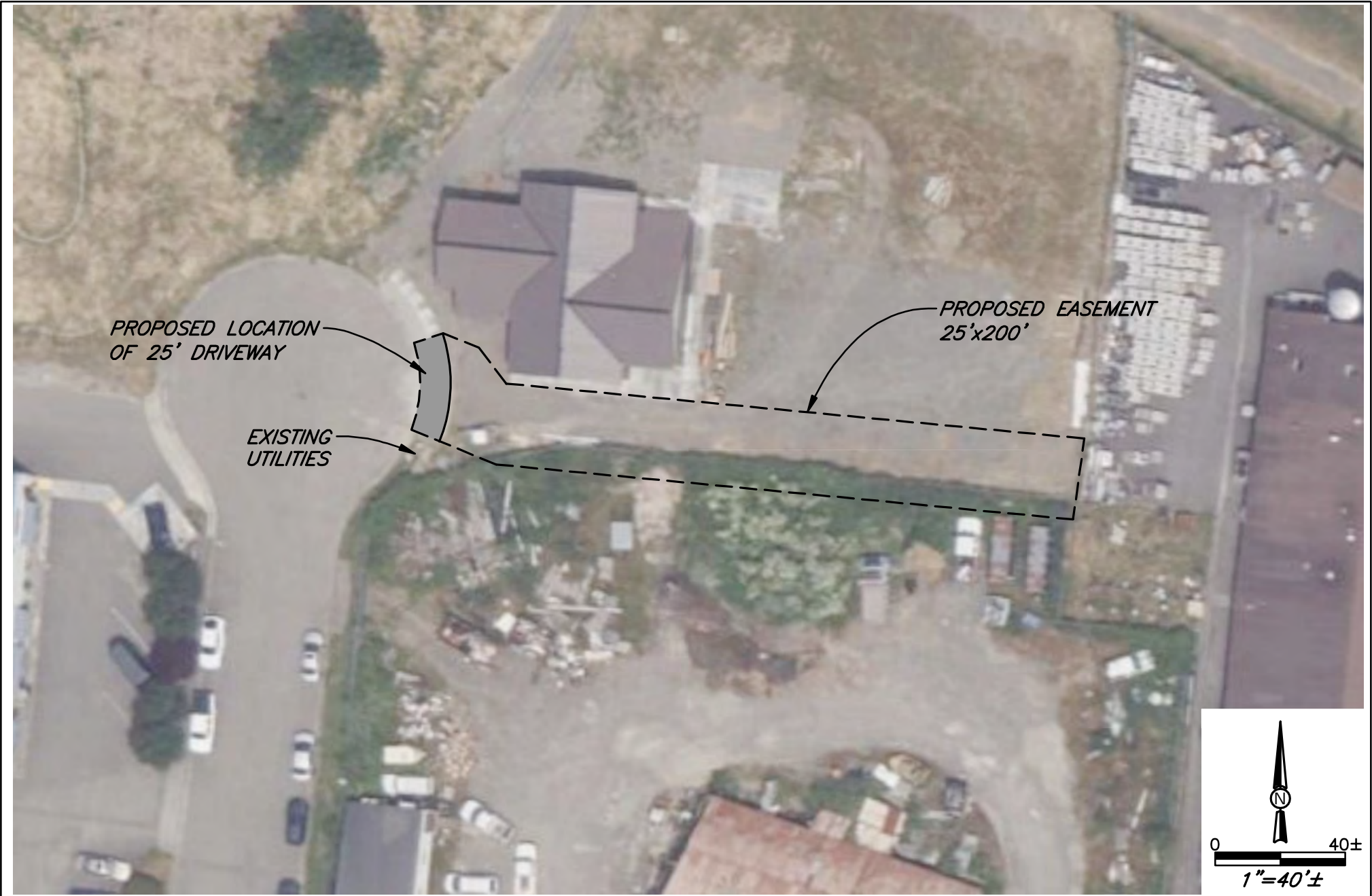
## Recommendations

1. Driveway and parking areas should be paved with Type A asphalt, conforming to current California Department of Transportation (Caltrans) Standard Specification Section 39.
2. Due to the close proximity of the existing building on the project site to the southern property line, the preliminary project plans propose a temporary, one-lane, access driveway with a width of 17 feet. We find this proposal to be adequate for the proposed development in the interim, while the City prepares for private development on the City's existing corporation yard to the south (APN 025-201-019). When the corporation yard is developed, the temporary 17-foot-wide driveway will be expanded to be a 25-foot-wide shared access for parcels with APNs 025-201-018 and 025-201-019.
3. To prepare for the future shared access, we are recommending a condition of approval requiring establishing a 25-foot reciprocal easement for the benefit of Rousseau Investments LLC and the City along the southern portion of parcel 025-201-018 and the northern portion of parcel 025-201-019. Because of existing utility infrastructure in the northwest corner of parcel 025-101-019, it is recommended that the portion of the easement at the entrance to parcel 025-201-018 be expanded as illustrated in the attached figure to provide a minimum 24-foot-wide shared access.

Please call me at 707-441-8855 if you have any questions.

Sincerely,

Mike Foget  
City Engineer





# City of Blue Lake

## Staff Report

<b>Agenda Item #:</b>	<b>14</b>
<b>Meeting Date:</b>	February 10, 2026
<b>Prepared By:</b>	Jennie Short, City Manager
<b>Subject:</b>	Potential Cannifest Special Event
<b>Recommended Action:</b>	<p>That the City Council provide direction to staff on the following items:</p> <ol style="list-style-type: none"><li>1. Is Council interested in having staff process the discretionary permits needed for a special event celebrating the cannabis culture from Friday night – Sunday night as a public event hosted on Dell' Arte property?</li><li>2. If yes to #1, is Council interested in considering closing several public roads in the downtown area so the event can be a street fair event or would the event need to be contained within the Dell' Arte property? The event organizer has included Town Square in the proposed event footprint. Would use of this area be acceptable to Council for this event? The closures are requested from Friday 11 am to Monday 11 am.</li><li>3. What level of conditions would Council desire for the restriction and subsequent enforcement of the "no useage" of cannabis during the event both in the public streets and in the outdoor areas on Dell Arte's property?</li></ol>

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## BACKGROUND

Humboldt Green Events LLC is the organizer for the annual Cannifest festival. On February 3, 2026, the organizer began promoting on social media that they would be holding Cannifest in sunny Blue Lake on September 11 – 13, 2026. No applications or conversations with City staff had occurred prior to the postings. The organizer had coordinated with Dell' Arte for the rental of the building and outdoor spaces on their property for the event. I reached out to Dell' Arte and we set up a meeting that afternoon to discuss the various permits that would be needed and the fact that Dell' Arte conducts the Mad River Festival under a very specific Conditional Use Permit. Dell' Arte confirmed at the meeting that they do not intend for Cannifest to be conducted under their CUP and that the event coordinator is responsible for all City permits.

Steve Gieder from Humboldt Green Events also attended the meeting and gave an overview of his three options for the event. For all the options they plan to have live amplified music on multiple stages, potentially serve alcohol on Dell' Arte property, and have vendors for food and merchandise.

The three options in order of his preference:

1. Hold Cannifest at Dell' Arte plus block off several City streets surrounding Dell' Arte and utilize the City of Blue Lake's Town Square so the event is also a street fair type festival.
2. Hold Cannifest at Dell' Arte and stay within the footprint of the property.
3. Hold Cannifest at Blue Lake Rancheria

Mr. Gieder emailed on February 5, 2026, with a summary and map (which are in attachment #1). I also prepared a sketch on an aerial showing the outline of the area that they desire to block off for the use during the three-day event.

## **PUBLIC ROADWAY CONSIDERATIONS**

As is evident on the aerial map, the applicant is requesting that the City allow closure of both roadways that provide access across Powers Creek between the easterly and westerly portions of the town. All residents and emergency response vehicles will need to use Blue Lake Boulevard to get from one side to the other. This will have an impact on the traffic flow within the town for the 72 hours requested for road closures.

## **CANNABIS CONSIDERATIONS**

In August 2025, the Economic Development Commission considered the City's policy on commercial cannabis. At that time, the public comment received was generally negative regarding retail cannabis in the City. The minutes of those meetings are in Attachment #2 for Council's use. The City of Blue Lake has adopted no policy that modifies the State Law on cannabis.

According to <https://www.cannabis.ca.gov/consumers/whats-legal/>

### *"Where you can use cannabis*

*You can use cannabis on private property, **but not in public places** like restaurants or bars.*

*You cannot:*

- *Smoke cannabis where it's illegal to smoke tobacco*
- *Smoke cannabis within 1,000 feet of a school, day care center or youth center while kids are present.*
- *Property owners can ban the use of cannabis on privately-owned property."*

Clearly using cannabis in the streets and open public spaces at Dell Arte would be prohibited. The event organizer has stated

"To be explicit: Cannifest 2026 will not host any cannabis sales, licensed distribution, or on-site consumption areas. Humboldt Green Events LLC consistently employs professional security teams and event management practices to ensure that all patrons comply with applicable laws and community standards. The organizers have a long and proven record of operating safe, respectful, and well-regulated events.

While Cannifest acknowledges the historical and cultural role cannabis has played in Humboldt County's economy, the 2026 event is structured as a cannabis-pride and cultural celebration, not a cannabis marketplace. The focus is on activating local musicians, artists, makers, small businesses, nonprofit organizations, and educational programming, while welcoming residents and visitors who value community, creativity, and responsible celebration."

Staff is requesting that Council provide guidance on how restrictive the conditions for enforcement of these regulations should be for any potential permits for the proposed special event. Should Council desire to staff to move forward with processing the permits, an inquiry with the City of Eureka (where the Cannifest event has been held most recently) should occur with the goal of determining of the level of compliance achieved at the 2025 event. The Sheriff's Department is willing to provide deputies at the applicant's cost for the event to ensure compliance, should the City desire.

Staff is not asking Council to weigh in on the details of the permits, nor the conditions that would be necessary should the permits be approved, but instead is requesting Council focus on the nature of the proposed special event and give direction on whether this is the type of event that the City desires to encourage in downtown Blue Lake and how expansive such an event should be.

## FISCAL IMPACT

All City expenses, including staff time for processing the request and subsequent permits, would need to be received on a cost recovery basis with an initial deposit of \$5,000. Additional fees for the permits themselves and use of City property would also apply, depending upon the direction given for the roadways and Town Square.

## ALTERNATIVES

1. Council could determine that a festival celebrating the cannabis culture is not a good fit with the goals and objectives of the City of Blue Lake and direct staff to deny the special event request. According to the Event Organizer, this would result in them moving the festival to the Blue Lake Rancheria property.

## ATTACHMENTS

1. Event organizer Feb 5, 2026, email with description and map
2. City aerial map depicting utilization area for proposed event
3. EDC minutes
4. Supplemental Documents available on City Website:
  - a. Ordinance 526 - Regarding Marijuana Regulation
  - b. Ordinance 525 - Special Event Requirements/Permits
  - c. Ordinance 512 - Prohibits Smoking/Electronic Smoking Devices
  - d. Ordinance 509 - Prohibits Establishment of Medical Marijuana Dispensaries/Establishments

### Review Information:

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

Comments:



Agenda Item 14

Staff Report

Attachment 1



Jennie Short <citymanager@bluelake.ca.gov>

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## Special Event Application – Cannifest 2026

1 message

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Steve Gieder <Steve@gohumboldtgreen.com>

Thu, Feb 5, 2026 at 10:43 AM

To: "citymanager@bluelake.ca.gov" <citymanager@bluelake.ca.gov>

Cc: Lori Cosgrove <lori@gohumboldtgreen.com>, Artemis Pebdani <artemis@dellarte.com>

Hello Jennie,

I'd like to start this email with an apology as I realize my actions caused some conflicts that could've been avoided as the goal was not to upset anyone but to work with the city to create a positive impact overall. I wanted to apologize to you for not contacting you directly sooner as I was doing my best to work within what I believed the process was and the desire of the community involved. I found the woman's name I spoke to at the city multiple times who told me that she would share my contact information with the city manager who would get back to me. Her name was Elise. I Excuse me hope we get a chance to work together and get to know each other a bit better as I'm sure there are many things we could align on and support of community.

### -Cannifest history and scope-

Cannifest has been produced successfully for over a decade as a well-managed, profitable, and community-oriented cultural event. Over the years, the festival has earned a strong reputation for professionalism, compliance, and positive economic impact throughout Humboldt County.

For Cannifest 2026, the organizers are intentionally reducing the overall scale and scope of the event in order to align more closely with community priorities and local regulatory standards. This year's festival will not include cannabis sales, distribution, or designated consumption areas, and will instead focus on arts, music, education, local vendors, and family-friendly community engagement.

The festival is designed as a **collaborative partnership with the City of Blue Lake**, utilizing downtown streets and the Dell'Arte International School of Physical Theatre. It provides a platform for **local businesses, artists, and nonprofits**, while creating a safe and inclusive environment for residents and visitors alike.

A key objective of this event is to generate **direct financial benefits for the City and the Blue Lake Union School District** through organized parking on city and district properties, with 100% of revenue retained by these entities.

Humboldt Green Events LLC is committed to working closely with City staff to ensure that all activities comply with local regulations, including strict adherence to the city's prohibition on commercial cannabis activity. With professional security, traffic management, and volunteer coordination, Cannifest 2026 will provide a well-organized, safe, and community-centered festival.

I have attached a document that holds the description for both special event application and the encroachment application attached here to help describe our plans.

We appreciate your consideration of this application and look forward to the opportunity to collaborate with the City of Blue Lake to make Cannifest 2026 a safe, enjoyable, and economically beneficial event for the entire community.

The MAP is linked as a file at the top of this page as well as at the bottom of the proposal.

This link above has descriptions that help explain our proposal and will be included with the application if we move forward past this proposed meeting.

Thank you and I hope you make it a great day,  
Stephen Gieder  
Humboldt Green Events LLC  
C: 707-362-6511

---

## 2 attachments



**IMG\_3446.jpeg**  
145K



**Cannifest - City of Blue Lake Description.pdf**  
223K

City of Blue Lake - Cannifest proposal

## **1. Organizer & Contact Information**

**Applicant Organization:** Humboldt Green Events LLC

**Primary Event Contact:** Stephen Gieder

**Phone:** (707) 362-6511

**Email:** [stephen@gohumboldtgreen.com](mailto:stephen@gohumboldtgreen.com)

## **2. Event Description (Special Event Application)**

Cannifest 2026 is a **three-day, all-ages community festival** organized by **Humboldt Green Events LLC**, celebrating **local agriculture, regional culture, and live music**, while highlighting the creative and economic contributions of Humboldt County residents. The event is designed as a **collaborative partnership with the City of Blue Lake**, utilizing designated downtown streets and facilities at the **Dell'Arte International School of Physical Theatre**, a long-standing cultural anchor in the city.

Street closures, as detailed in the attached map and documentation, are requested beginning **Friday, September 11 at 8:00 AM** to allow for safe and orderly setup, and continuing through **Monday, September 14 at 11:00 AM**, at which time all fencing, barricades, and temporary infrastructure will be fully removed and the streets restored to normal use.

Consistent with the successful layout used for Folklife and other community festivals, the organizers request placement of a stage at the **corner of First Avenue and H Street**.

Cannifest 2026 will operate as a **secured, ticketed event**, with **one primary entry point and up to three monitored exits** to ensure crowd control and public safety. The **majority of festival activities will take place on Dell'Arte's private property**, including the outdoor yard and interior facilities.

- The **Dell'Arte yard** has a verified capacity of **750 attendees** and will host up to **25 vendor tents (10' x 10')**.
- The **interior Dell'Arte facilities** have a capacity of **350 attendees**.
- Ticketing and access to each space will be actively monitored to ensure compliance with capacity limits and safety best practices at all times.

Vendor areas and the food court are proposed to be organized along streets adjacent to Dell'Arte in a manner that prioritizes pedestrian flow, emergency access, and neighborhood safety.

The organizers propose working cooperatively with **The Logger Bar** to establish a **clearly defined and fully controlled alcohol service area**, enforced by security staff, allowing patrons to legally purchase and consume alcohol **only within the scope of the establishment's property and permits**. Additionally, Dell'Arte may offer alcoholic beverages **within their premises only**, subject to all required ABC licensing and full compliance with federal, state, and local regulations.

**To be explicit:** Cannifest 2026 will **not** host any cannabis sales, licensed distribution, or on-site consumption areas. Humboldt Green Events LLC consistently employs professional security teams and event management practices to ensure that all patrons comply with applicable laws and community standards. The organizers have a long and proven record of operating safe, respectful, and well-regulated events.

While Cannifest acknowledges the historical and cultural role cannabis has played in Humboldt County's economy, the 2026 event is structured as a **cannabis-pride and cultural celebration**, not a cannabis marketplace. The focus is on activating **local musicians, artists, makers, small businesses, nonprofit organizations, and educational programming**, while welcoming residents and visitors who value community, creativity, and responsible celebration.

A central goal of Cannifest 2026 is to strengthen partnerships with **Dell'Arte**, which has long been a fixture of Blue Lake's cultural identity and has graciously agreed to host the festival's main stage and educational talks.

### **Direct Community & Financial Benefit**

A primary objective of the 2026 event is to generate **direct, tangible financial benefit** for both the **City of Blue Lake** and the **Blue Lake Union School District**.

To accomplish this, the organizers respectfully request permission to utilize and/or lease specific **City-owned properties for event parking**, or alternatively, to allow the City to fully operate parking services. Humboldt Green Events LLC proposes that **100% of all parking revenue generated on City or School District property be retained by those entities**, creating a dedicated revenue stream to support municipal services and local education.

The organizers are also in discussions with the **Blue Lake Rancheria** regarding the possible use of their property for supplemental parking, as well as a potential **late-night performance hosted on Rancheria land**, beginning only after all amplified music within city limits concludes at **10:00 PM**, ensuring respect for local noise regulations.

Cannifest organizers are fully open to **alternative or additional ideas** that the City of Blue Lake may propose to enhance financial benefit during the event. By way of example, Cannifest 2025 generated **over \$3,000** for the **McKinleyville Skate Park** through paid parking, which was successfully operated by community volunteers who managed traffic and collections.

Each year, Cannifest receives significant interest from community members wishing to volunteer in exchange for festival access. The organizers are willing to assist in coordinating volunteers to support parking operations or other City-identified needs, with **all proceeds directed entirely to the City of Blue Lake and the School District**, as determined by the City.

### **3. Technical Scope of Work (Encroachment Application)**

This section describes the proposed temporary encroachment onto City streets and rights-of-way in support of public safety, pedestrian access, and event operations.

#### **Traffic Control & Street Closures**

##### **Primary Closures**

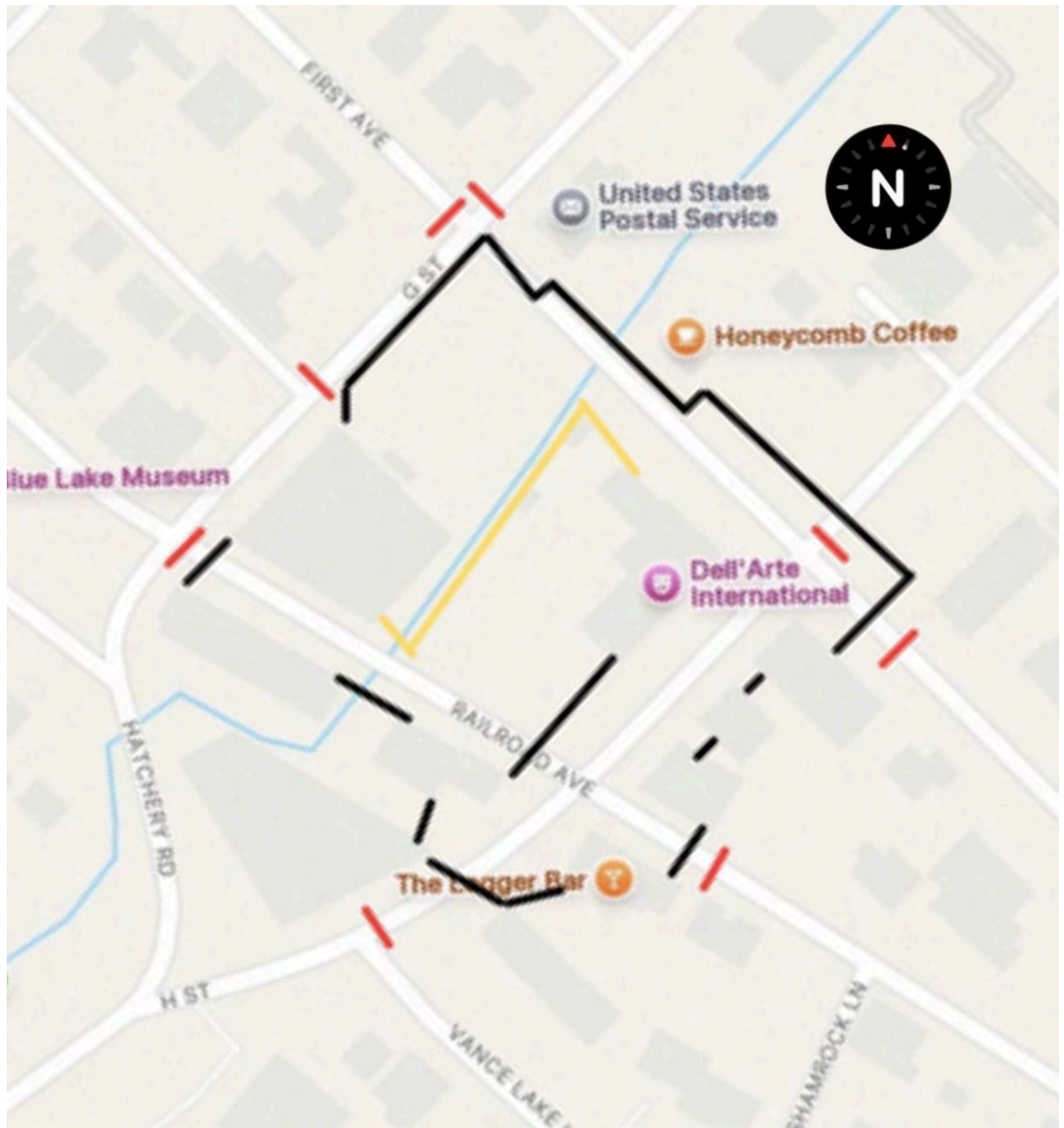
- Full closure of **First Avenue** between **G Street** and **I Street**
- Full closure of **H Street** between **First Avenue** and **Vance Lake Lane**

##### **Ancillary Closures**

- Temporary closure of **Railroad Avenue** between **G Street** and **Shamrock Lane** to accommodate vendor load-in, load-out, and pedestrian safety

#### **Infrastructure & Security**

- The **Unity Festival Stage** will be located on **H Street**, oriented south
- The event perimeter will be secured using **6-foot temporary fencing**
- **The primary ticketed entry point will be located at the intersection of G Street and First Avenue**
- All closures and infrastructure will comply with City requirements and allow for emergency access at all times



**Black lines = 6' fencing**

**Red lines = Bike rack barricades**

**Yellow lines = Dell'Arte fence**



Agenda Item 14

Staff Report

Attachment 2



# CanniFest

Outline of Requested Special Event Area

## Legend

- BLUE LAKE EMPORIUM
- Blue Lake Museum
- Blue Lake Town Square
- CanniFest Area of Closures
- Dell'Arte International
- Feature 1
- Honeycomb Coffee
- Logger Bar
- Mad River Grange
- R & B Auto Registration Service
- United States Postal Service

Integral Ecology Research Center

United States Postal Service

Blue Lake Town Square

Honeycomb Coffee

Blue Lake Museum

Gooseberry Gallery

Dell'Arte International

S Railroad Ave

Powers Creek

BLUE LAKE EMPORIUM

Logger Bar

Mad River Grange

R & B Auto Registration Service

Blue Lake Storage

Google Earth

Image Landsat / Copernicus



300 ft



Agenda Item 14

Staff Report

Attachment 3



# City of Blue Lake

## Economic Development Commission

### Meeting Agenda

Tuesday August 12, 2025 at 4:30PM

***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](mailto:cityclerk@bluelake.ca.gov), or by phone at 707-668-5655 until 3:30p.m. on the day of the meeting. Written comments may be submitted via email or by submission to the City Clerk at City Hall.

1. Confirm a Quorum of the Commission
2. Motion to Approve Agenda
3. Public Input – *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.*
4. Approve the Minutes from April 8th, 2024, Commission Meeting- Action
5. Introduction of Interim City Manager – Jill Duffy
6. City of Blue Lake Project Updates-Discussion
7. Retail Cannabis Ordinance- Discussion/Recommendation
8. Business Outreach-Discussion
9. Staff Report
  - A. Parks and Recreation Event Schedule Update
10. Chamber of Commerce Report
11. Future Agenda Items
12. Motion to 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.**

## BLUE LAKE ECONOMIC DEVELOPMENT COMMISSION MINUTES

**Tuesday, April 8, 2025, at  
Skinner Store – 111 Greenwood Road**

*Unless Otherwise Noted, All items on the Agenda are subject to Action.*

**1. Establish a Quorum of the Commission at 4:43 pm.**

**Commissioners Present:** Roxanne Rothery, Cindy Trobitz-Thomas, and Darcey Lima

**Commissioners Absent:** Kelli Costa

**Staff Present:** City Manager Mandy Mager

**Others Present:** Justin Noyb

**2. Motion to Approve Agenda**

**Motion:** Trobitz-Thomas

**Second:** Rothery

**Passed:** Unanimously

**Public Comment:** No public comments.

**3. Public Input:**

No Public Input.

**4. Approve the Minutes from the Previous Commission Meeting**

**Motion:** Rothery

**Second:** Lima

**Passed:** Unanimously

**Public Comment:** No public comments

**5. Battery Energy Storage System Project~ City Manager Mager provided an update on the project and distributed a handout describing the project and addressing issues and concerns. Handout is available at City Hall, upon request.**

**Public Comments:** No public comments

**6. Retail Cannabis Ordinance ~ Tabled to a future meeting for discussion.**

**Public Comments:** No public comments

**7. Business Outreach ~ City Manager Mager**

**a. Visit Blue Lake Week** ~ focusing on a week when the Community can advertise what businesses are in Blue Lake and encourage people to patronize. The Dog House is up and running again and working with SBDC on funding opportunities and website development. The Makers Space is open on Friday, Saturday and Sunday. A new tattoo business will be opening on May 1st in downtown. The Saddle Club will be hosting events throughout the summer and fall.

**b. Spring/Summer Events** ~ Bingo night in May at Prash Hall to support the Blue Lake Bike Pake development. Hoping to have three hundred people attend. In addition to Bingo, there will be an auction. Summer Camp will be happening, along with baseball in Perigot Park, etc. Busy planning Annie and Mary Days in August.

**Public Comment:** No public comments.

## **8. City of Blue Lake Project Updates**

- a. Blue Lake Community Visioning Strategic Plan ~Council is looking to do a Strategic Plan. Still looking for a facilitator.
- b. Powers Creek District ~ A demolition permit has been issued for the Carbon Plant. The Danco project is getting ready to go to the Planning Commission. Work is starting up again on the Bike Park.

**Public Comment:** No public comments.

## **9. Chamber of Commerce Report ~ Chamber President Justin Noyb reported on the following Chamber Activities:**

- Adelene Jones is a new member.
- The Dog House is open. Planning a “Grand Opening” in May,
- Still working on the website update
- Planning a winter social in September.
- One Chamber project is to update/modify the roundabout sign, but the Council has concerns about the use of the City logo. Once resolved, the Chamber will commence work on the project.

**Public Comment:** No public comments.

## **10. City Manager and Staff Report**

- a. Parks and Recreation Event Schedule Update ~ covered above under Item 7. Business Outreach.

**Public Comment:** No public comments.

## **11. Announcements**

- Regular Meeting is May 13, 2025 (2<sup>nd</sup> Tuesday 4:30 PM Skinner Store).

## **12. Future Agenda Items**

- Chamber of Commerce Report
- Event Calendar
- Business Outreach and Economic Development Education
- City Manager and Staff Report, Project List Updates and Discussion
- Blue Lake Community Visioning and Strategic Plan Discussion
- Retail Cannabis Ordinance

## **13. Motion to Adjourn at 5:50 PM**

**Motion:** Lima

**Second:** Rothery

**Passed:** Unanimously



## **BLUE LAKE ECONOMIC DEVELOPMENT COMMISSION**

### **Considerations re: permitting retail cannabis sales in Blue Lake**

Cannabis was deemed an essential industry in California during the COVID-19 pandemic, and a state regulatory framework now exists. Cannabis use is not permitted in public places like restaurants or bars, wherever it is illegal to smoke tobacco, or within 1,000 feet of a school, day care center or youth center while kids are present. All retailers must be licensed by the Department of Cannabis Control (DCC), which prevents sales to minors, ensures all products are tested and that the labelling is accurate. Retail sales are permitted between 6 am and 10 pm; cities and counties may set more restrictive hours.

While cannabis use is legal in California, Counties and Cities may decide to prohibit some or all cannabis businesses. Currently the state is a patchwork of jurisdictions where it is and is not permitted to establish a cannabis business. Incorporated Cities do not need to align with the rules of the County in which they are located, and County restrictions apply only to unincorporated areas. Some jurisdictions limit the number of businesses that may be licensed. As of August 2025, there were 1,198 active Retail Storefront licenses in California (~3.0 retail licenses per 100,000 people).

As of August 2025, the DCC website shows that 47% of Cities and Counties in California allow at least one type of cannabis business, and 44% allow retail cannabis businesses. Along the North Coast, Humboldt, Del Norte, Trinity, Mendocino and Lake Counties all permit retail cannabis in unincorporated areas. Humboldt County permits all types of state licensed cannabis businesses, including (retail storefronts, retail delivery, distribution, testing, manufacturing and cultivation). Humboldt County's annual cannabis sales have trended down from \$35.9 million in 2022 to \$33.6 million in 2023 and \$32.1 million in 2024.

Of the seven municipalities in Humboldt County, Arcata, Eureka and Rio Dell allow all types of cannabis businesses, with the City of Arcata restricting retail cannabis to medical only. Blue Lake, Ferndale, Fortuna and Trinidad currently prohibit all cannabis businesses.

Eureka's ordinance was passed in 2016, just ahead of state legalization. It was updated in July 2022 to simplify the license structure, remove the cap on new cannabis businesses, and set guidelines for temporary cannabis events. The DCC lists 20 retailers in Eureka, with some duplicates and at least one that is no longer operating.

Arcata's Ordinance No. 1501, effective July 6, 2018, restricted the number of permits to 15 and prohibits cannabis only shops on the Arcata Plaza. In May 2022 the limit was lowered to 10 retail permits with no other changes. Additionally, Arcata's ordinance allows for "accessory" sales, which does not require a permit. "Accessory" use applies to any business that sells a small amount of cannabis products but is not their primary business. Currently there are 9 retailers in Arcata listed on the DCC website. McKinleyville is unincorporated with four retailers listed.

In 2019, Rio Dell put out an RFP for retail cannabis outlets, and received six applicants. City Staff recommended four of those to the City Council, for three available conditional use permits in Rio Dell's Town Center Zone. Currently there are two retailers in Rio Dell listed on the DCC website.

Sources

California Department of Cannabis Control ([cannabis.ca.gov](https://cannabis.ca.gov))  
[Californiacannabis.org](https://californiacannabis.org); [higherorigins.com](https://higherorigins.com)  
[Lostcoastoutpost.com](https://lostcoastoutpost.com)





# City of Blue Lake

## Economic Development Commission

### Meeting Agenda

Tuesday December 9, 2025 at 4:30PM

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***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](mailto:cityclerk@bluelake.ca.gov), or by phone at 707-668-5655 until 3:30p.m. on the day of the meeting.

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

1. Confirm a Quorum of the Commission
2. Motion to Approve Agenda
3. Public Input – *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.*
4. Approve the Minutes from August 12, 2025, Commission Meeting- Action
5. Acknowledge Resignation from EDC of Darcy Lima dated Nov. 6, 2025
6. Commission Minute Taker – Discussion and Possible Action
7. Staff Report
  - A. Parks and Recreation Event Schedule Update
8. Chamber of Commerce Report
9. EDC Commission to:
  - 1) Review Municipal Code Title 2, Chapter 2.36 "Economic Development Commission
  - 2) Discuss Potential Economic Development Commission Focus Areas
10. Business Outreach Survey - Discussion
11. Humboldt Made - Discussion
12. Blue Lake Business Outreach and Promotion-Discussion
11. Future Agenda Items
12. Motion to 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.**

# BLUE LAKE ECONOMIC DEVELOPMENT COMMISSION MINUTES

**Tuesday, August 12, 2025, at  
Skinner Store – 111 Greenwood Road**

*Unless Otherwise Noted, All items on the Agenda are subject to Action.*

## **1. Establish a Quorum of the Commission at 4:35**

**Commissioners Present:** Roxanne Rothery, Cindy Trobitz-Thomas, Darcey Lima, Kelli Costa and Linda Cooley

**Commissioners Absent:** None

**Staff Present:** Interim City Manager Jill Duffy, Parks and Recreation Director Emily Wood

**Others Present:** Justin Noyb, Mardi Granger, Julliana Christie, Lori Ponti, Kent Sawatsky, Jean Lynch Mayor Sawatsky

## **2. Motion to Approve Agenda**

**Motion:** Lima

**Second:** Cindy Trobitz-Thomas

**Passed:** Unanimously

**Public Comment:** No Public Comment

## **3. Public Input:**

- Mardi Granger presented concept plans for Taylor Way and downtown. The plans include campground, RV Spaces, store with camping supplies, sports equipment, arts retail center, old fashioned soda fountain, coffee shop with simple prepared foods, blacksmith demonstrations on the weekends, etc. The Commission will discuss it more at a later date.
- Julliana Christie suggested the Commission begin setting dates and times to discuss a strategic plan update for Blue Lake. Concerned about the safety kids getting in and out of the Bike Park due to traffic.
- Kent Sawatzky is exploring development options for the Emporium. He is concerned about proposed development on Taylor Way which would gut downtown. He will not upgrade if the project does not pencil out. There are discussions with Senator McGuire and Supervisor Madrone to bring back The actual Blue Lake. Excited to have Blue Lake working with and collaborating with The Rancheria.

## **4. Approve the Minutes from April 8th Commission Meeting**

**Motion:** Lima

**Second:** Trobitz-Thomas

**Passed:** Unanimously

**Public Comment:** No Public Comments

## **5. Introduction of Interim City Manager-Jill Duffy~ Jill provided an introduction regarding her limited time in the position. Her hours are very restricted and she is just a placeholder until the new City Manager is hired. In the meantime, she is organizing files for the new City Manager. She even came across the RV concept in 2001.**

Commissioner Cooley introduced herself to the other Commissioners and public. She is the manager of Mad River Brewery and is excited to be part of bringing ideas and projects forward to benefit Blue Lake.

**Public Comments:** No Public Comments

57 **6. City of Blue Lake Project Updates**

58  
59 Interim City Manager suggested waiting to provide updates when she has a chance to organize the  
60 pending projects/ideas. Does not want to misrepresent the status of the projects. Focusing on the big  
61 picture. The Housing Element has been approved; the next step is the Planning Commission to address  
62 the required rezoning. The pedestrian bridge on 2<sup>nd</sup> Street is scheduled for repair due to safety concerns.

63  
64 **Public Comments:**

- 65  
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  - Kent Sawatsky stated, focus on doable projects, not pipedreams.
  - Julianne Christie, focus on projects that bring revenue to the City as well as Public Safety and infrastructure.

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70 **7. Retail Cannabis Ordinance** ~ Chair Rothery discussed the history of the retail cannabis ordinance and  
71 what the Ad Hoc Committee had discovered while researching other communities. This is a discussion  
72 item to determine if there is community interest in proceeding or not. After Public Comment below it was  
73 Commission consensus to not move forward with the Retail Cannabis Ordinance.

74  
75 **Public Comments:**

- 76  
77
  - Mardi Granger is not in favor; it is not a wholesome activity.
  - Kent Sawatsky asked if there were people interested, if not, it would be a waste of the City's time.
  - Lori Ponte commented that this activity is not appropriate here. If a business approaches Blue Lake about opening a facility, ask the community about it and the School Board.
  - Jean Lynch has no interest in recreational marijuana in Blue Lake, maybe medical marijuana. Also, due to the size of Blue Lake, it would be difficult to locate due to the six hundred feet from churches and schools rule.
  - Julianna Christie agreed with Kent Sawatsky, unless an interest comes forward there is no need to spend time on it. If a survey is done, maybe include a marijuana question.
  - Mayor Sawatsky asked if the information gathered would be provided to Council?

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88 **8. Business Outreach** ~ Business Outreach is still in its infancy. Initially the Commission had discussed  
89 visiting with businesses (with the Chamber) asking how the City could help them grow, possibly putting  
90 together a business survey (Commissioner Cooley volunteered to develop a survey along with  
91 Commissioner Lima). The survey will be on the next agenda for further discussion.

92  
93 **Public Comment:**

94  
95 Kent Sawatsky reminded the Commission to not be redundant with The Chambers business outreach  
96 activities.

97  
98 **9. Staff Reports** ~ Parks and Recreation Event Schedule Update Parks and Recreation Director, Emily Wood  
99 provided the following updates:

- 100  
101
  - The Prash Hall Party room has been updated. The novelty room will have more items for pro skaters, etc. Soft opening is planned for the end of August.
  - Reviewing the facility fees schedule.
  - Continuing to build the Parks and Recreation Masterplan.
  - The Bike Park project has been having fundraisers through the Brewery "pints for non-profits" program.
  - Several Halloween activities are planned.

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109 **Comment:**

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111 Kent Sawatsky has had conversations with event planners such as Celebration Boulevard. Lack of parking in  
112 Blue Lake could be an issue. Generally, need 600 parking spaces.

113 **10. Chamber of Commerce Report** ~ Chamber President Justin Noyb reported on the following Chamber  
114 Activities:

- 115 • Lots of lessons learned from Annie and Mary Day, but overall, it was success and netted over \$500
- 116 dollars. Vendors commented it would be good to coincide with The Grange Breakfast.
- 117 • The Chamber Mixer is planned for September 18<sup>th</sup> five to seven at Camp Bauer.

118  
119 **Public Comment:**

120  
121 Kent Sawatsky gave a shout out to Justin and Emily for pulling Annie and Mary day together. The  
122 community needs more young people to get involved.

123  
124 **11. Future Agenda Items**

- 125
- 126 • Business Outreach Survey
- 127 • Humboldt Made
- 128 • Blue Lake Business Promotion
- 129 • Commission Minute Taker

130  
131 **Public Comment:** No Public Comment

132  
133 **12. Motion to Adjourn at 5:50 PM**

134  
135 **Motion:** Costa

136 **Second:** Cooley

137 **Passed:** Unanimous



# City of Blue Lake

## Staff Report

**Agenda Item #:** 15  
**Meeting Date:** February 10, 2026  
**Prepared By:** Jennie Short, City Manager  
**Subject:** SUSPENSION OF HUTA  
**Recommended Action:** That the City Council:  
1. Receive the report  
2. Other direction as appropriate.

---

### BACKGROUND

California Streets and Highways Code section 2151 requires cities to submit an Annual Street Report to the State Controller's Office (SCO) on or before December 1 of each year. Additionally, California Streets and Highways Code section 2155 states, "No state money shall be allocated to or made available for expenditure by any county or city at any time when such county or city is delinquent in filing the report provided for in section 2151." Failure to submit the ASR will result in the suspension of the city's Highway Users Tax Account (HUTA) apportionments. HUTA apportionments will not be released until the SCO has received and accepted the city's ASR.

Under normal circumstances, the Annual Street Report was completed by Scott Gordan, the City Accountant at Jackson and Ecklund. Mr. Gordan had been out on medical leave for some time and upon his return in December he intended on completing the ASR. Unfortunately, before he could complete the report his doctor returned him to medial leave. Jackson and Ecklund informed us last week that they would be unable to provide a replacement for Mr. Gordan. Our new Finance Manger has taken on the collection of necessary information and hopes to be submitting the ASR to the SCO by the end of February.

The suspension of funds will not affect the actual revenues received by the City, just the timing for the receipt of those funds. We anticipate that the temporary suspension will not result in funds being delayed into the next fiscal year.

### FISCAL IMPACT

None so long as the Annual Street Report is submitted in time for the suspended funds to be received by the City before June 30, 2026..

### ALTERNATIVES

1. None

## ATTACHMENTS

1. Letter of suspension from the State Controller's Office

### Review Information:

City Manager Review: ☒

Legal Review: ☐

Planner Review: ☐

Engineer: ☐

Comments:



MALIA M. COHEN  
CALIFORNIA STATE CONTROLLER

January 21, 2026

Jennie Short, City Manager  
City of Blue Lake  
City Hall  
Blue Lake, CA 95525

Re: Highway Users Tax Account Fund Allocation Suspension

Dear Ms. Short:

This letter is to notify you that we have suspended the City of Blue Lake's Highway Users Tax Account funds, beginning with the January 2026 allocations, due to the city's delinquency in filing its Annual Street Report (ASR) for fiscal year 2024-25.

California Streets and Highways Code section 2151 requires cities to submit an ASR to the State Controller's Office on or before December 1 of each year. Additionally, California Streets and Highways Code section 2155 states:

No state money shall be allocated to or made available for expenditure by any county or city at any time when such county or city is delinquent in filing the report provided for in section 2151.

As of the date of this letter, we have not received the city's fiscal year 2024-25 ASR. We have been in communication with the city to discuss the delinquent report; however, we have been unsuccessful in resolving this issue.

Highway Users Tax Account funds will not be released until we have received and accepted the city's ASR.

If you have any questions, please contact us by emailing the Local Government Audits Bureau at [AUDStreetsRoads@sco.ca.gov](mailto:AUDStreetsRoads@sco.ca.gov).

Sincerely,

*Original signed by*

EFREN LOSTE, CPA, Chief

Jennie Short, City Manager

January 21, 2026

Page 2

Local Government Audits Bureau

Division of Audits

EL/lt

*LGA-2026-0004*

Copy: John Sawatzky, Mayor

City of Blue Lake

Jennie Short, City Manager

City of Blue Lake

Evelyn Calderon-Yee, CPA, Chief

Local Government Programs and Services Division

State Controller's Office





# City of Blue Lake

## Staff Report

**Agenda Item #:** 16

**Meeting Date:** February 10, 2026

**Prepared By:** Jennie Short, City Manager

**Subject:** Redwood Region Economic Development Commission  
DRAFT AMENDED AND RESTATED JOINT POWERS AGREEMENT

**Recommended Action:** That the City Council:

1. Discuss and Approve the Amended and Restated Joint Powers Agreement; and
2. Direct the City Manager to Sign the JPA; and
3. Other direction as appropriate.

---

### BACKGROUND

The Redwood Region Economic Development Commission's Executive Director has supplied the attached memo requesting that the City process the draft Amended and Restated Joint Powers Agreement. The JPA was provided to our City Attorney, Ryan Plotz, who had a conflict due to his representation of other agencies. He has forwarded the JPA to our special counsel for review. A response from special counsel is anticipated prior to the meeting but is not available as of the posting of the Council packet. An update will be given during the staff report at the meeting.

### FISCAL IMPACT

None

### ALTERNATIVES

1. None

### ATTACHMENTS

1. Memo from RREDC
2. Draft Amended and Restated Joint Powers Agreement

#### Review Information:

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

Comments: Legal review is in process by special counsel.



Redwood Region Economic Development Commission

# Memo

TO: RREDC Board of Directors

FR: Gregg Foster, Executive Director

DATE: January 30, 2026

RE: ADOPTING THE DRAFT AMENDED AND RESTATED REDWOOD REGION  
ECONOMIC DEVELOPMENT COMMISSION'S JOINT POWERS AGREEMENT

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As discussed at the January 26<sup>th</sup> meeting of the RREDC Board of Directors, now is the time for our members to approve the new RREDC JPA. This will require a vote of your governing boards.

We are more than willing to attend a meeting of your governing board, should you want that. We can also assist with the preparation of your agenda item if necessary. Please let us know if you want us to work directly with your staff to facilitate.

Staff requests that your board consider the adoption of the new JPA before the March 23, 2026 RREDC Board of Directors meeting. RREDC will require a copy of the minutes from each of the meetings in which adoption of this restated JPA was voted on.

Please let us know if you have any questions or comments.

Thank you to everyone who assisted with this project.

## **AMENDED AND RESTATED JOINT POWERS AGREEMENT OF THE REDWOOD REGION ECONOMIC DEVELOPMENT COMMISSION**

This Amended and Restated Joint Powers Agreement of the Redwood Region Economic Development Commission is made and entered into pursuant to the provisions of California Government Code Section 6500 et seq. (the ACT), and supersedes the original Joint Powers Agreement effective November 1, 1977, and amended nine times from 1978 – 1992. This Amended and Restated Joint Powers Agreement (“Agreement”) is effective as of **[DATE.]**

### **RECITALS**

- A. The Redwood Region Economic Development Commission (“COMMISSION” or “RREDC”) was formed in 1977 by the County of Humboldt, the Cities of Arcata, Blue Lake, Eureka, Ferndale, Fortuna, Rio Dell, and Trinidad, the Redwoods Community College District, the Humboldt Community Services District, the Humboldt Bay Municipal Water District, the Humboldt Bay Harbor, Recreation, and Conservation District, and the McKinleyville Community Services District. Subsequent amendments to the Agreement added to the membership the Redway Community Services District, Orick Community Services District, the Orleans Community Services District, the Manila Community Services District, the Willow Creek Community Services District, and the Hoopa Valley Tribe. These entities are referred to individually as a “Member,” and collectively, the “MEMBERS”.
- B. The RREDC was formed in 1977 to, among other purposes, develop and implement a countywide Economic Development Action Plan and Strategy for Humboldt County, using financial assistance offered through the federal Public Works and Economic Development Act of 1965 (42 USC §§ 3121-3234). In 1992 the RREDC Joint Powers Agreement was amended to expand its regional effectiveness by coordinating economic development strategy with entities located in the Counties of Mendocino and Del Norte.
- C. Successfully formulating and implementing an economic development strategy that best improves the quality of life in the region requires a united, sustainable, and collaborative approach to economic development projects and programs. Such regional coordination is ultimately beneficial to access and leverage federal and state resources and programs and provide capacity for smaller communities with limited resources.
- D. The MEMBERS desire to amend the Agreement to create more sustainable and resilient economic opportunities. In particular, the MEMBERS seek to update the Agreement’s purposes to reflect current economic development practices, to facilitate greater coordination within the region, and to update administrative provisions of the Joint Powers Agreement such as the COMMISSION’s regular meeting schedule and its budget adoption schedule.
- E. The MEMBERS believe it would be desirable and convenient to restate the Agreement in its entirety, to include previous amendments not further amended herein, and to make those amendments now desired by the MEMBERS.

**NOW THEREFORE**, based on the mutual covenants, conditions, and terms recited herein, which are made a material part of this agreement, the undersigned public agencies, collectively referred to herein as the “MEMBERS,” enter into this Amended and Restated Joint Powers Agreement and agree as follows:

## **AGREEMENT**

### **ARTICLE I. COMMISSION FORMATION**

**Section 1.01 Formation.** Pursuant to the Act, the MEMBERS hereby create a Joint Powers Agency to be known as the Redwood Region Economic Development Commission (COMMISSION).

**Section 1.02 Separate Public Entity.** The COMMISSION is a public entity separate from the MEMBERS within the meaning of Government Code Section 6507.

**Section 1.03 Parties to this Agreement.** For purposes of this Agreement, each MEMBER intends to, and does, contract with every other MEMBER which is a signatory to this Agreement and, in addition, with every public agency that becomes a MEMBER under Section 1.04. The withdrawal of any MEMBER from this Agreement does not affect its validity or enforceability as to the remaining MEMBERS, nor any remaining MEMBER’S intent to contract with any of the others.

**Section 1.04 Membership.** Any Public Agency as defined in Government Code Section 6500, which is located wholly or partly within the boundaries of Humboldt County, or any adjacent county, is eligible for membership in the COMMISSION. Upon approval by a simple majority vote of the full Board of Directors, any such public agency may become a MEMBER if:

- (a) its governing body duly approves membership and agrees to all the terms of this Joint Powers Agreement, and
- (b) An authorized officer of such agency executes this Agreement on its behalf.

### **ARTICLE II. DEFINITIONS**

**Section 2.01** Unless the context otherwise requires, the words and terms defined in this ARTICLE II shall, for the purposes hereof, have the meanings specified.

- (i) ACT. "ACT" means Title I, Division 7, Chapter 5 (commencing with Section 6500) of the Government Code of the State of California.
- (ii) COMMISSION. "COMMISSION" means the REDWOOD REGION ECONOMIC DEVELOPMENT COMMISSION created pursuant to this Agreement.
- (iii) BOARD OF DIRECTORS. "BOARD OF DIRECTORS" means the governing board of the COMMISSION established pursuant to this Agreement.
- (iv) MEMBER. "Member" means a Public Agency that is a party to this Joint Powers Agreement.
- (v) PUBLIC AGENCY. “Public Agency” is defined in Section 6500 of the Act.

### **ARTICLE III. PURPOSE**

**Section 3.01** The purpose of this Agreement is to create an independent public entity that will provide united, coordinated, efficient, sustainable, and equitable economic development programming for its MEMBERS and the community at large. Specifically, the COMMISSION will:

- (a) lead and participate in economic development programs in Humboldt County and with public entities, sovereign nations, businesses, and organizations therein and in adjacent and nearby counties and tribal lands, and
- (b) operate revolving loan funds and leverage other financial resources to provide access to capital to those individuals, businesses, and organizations that create jobs or otherwise provide opportunities for prosperity through sustainable economic growth, and
- (c) establish operating and advisory committees to assist the COMMISSION in carrying out the foregoing purposes and to assist the COMMISSION in the implementation of economic development projects and programs to improve the quality of life in the region.

### **ARTICLE IV. INTERNAL GOVERNANCE**

**Section 4.01 BOARD OF DIRECTORS** The COMMISSION shall be governed by a Board of Directors composed of one representative from each Public Entity that is a party to this Agreement, each serving in an individual capacity as a member of the BOARD OF DIRECTORS.

**Section 4.02 APPOINTMENTS TO BOARD OF DIRECTORS** Each MEMBER shall appoint, from its respective governing board, one individual to serve on the Board of Directors of the COMMISSION. Each MEMBER shall also appoint from its respective governing board one alternate individual to serve on the Board of Directors in the absence of the primary individual appointed by that Member. The alternate individual may vote at any meeting of the BOARD OF DIRECTORS of the COMMISSION at which the primary representative appointed by that MEMBER is absent or disqualified.

**Section 4.03 TERM OF APPOINTMENT** Each MEMBER'S representatives appointed to serve on the Board of Directors shall serve at the pleasure of the appointing Member. The governing board of the MEMBER shall appoint replacement individuals to serve on the Board of Directors as needed to ensure that the MEMBER maintains continuous representation on the Board of Directors.

**Section 4.04 VOTING POWER** All voting power of the COMMISSION shall reside in the BOARD OF DIRECTORS.

**Section 4.05 PROHIBITION OF EMPLOYMENT** No person while serving as a member of the BOARD OF DIRECTORS of the COMMISSION shall be eligible to be appointed to any salaried office or employment in the service of the COMMISSION nor shall they become eligible for such appointment within one year after they have ceased to be a member of the BOARD OF DIRECTORS of the COMMISSION.

**Section 4.06 COMPENSATION** The members of the BOARD OF DIRECTORS and any committees formed by the COMMISSION shall serve without compensation. All members of the BOARD OF DIRECTORS may be reimbursed for reasonable and necessary expenses incurred in the performance of their duties as such members. Reimbursement of expenses shall be subject to approval of the BOARD OF DIRECTORS.

**Section 4.07 REGULAR MEETINGS** The Board of Directors shall establish by resolution the dates, times and places of its regular meetings, which shall be held not less than four times during each calendar year. The Board of Director's meetings shall be conducted in accordance with the Ralph M. Brown Act (Government Code Sections 54950 et seq.).

**Section 4.08 ATTENDANCE AND PARTICIPATION MEMBER** representatives are expected to attend every Board of Director's meeting, arrange for the attendance of their alternate representatively when not able to, and to notice appropriate Commission staff when they will not be in attendance. A MEMBER that fails to attend three regular successive meetings without notice to the COMMISSION or fails to appoint a representative to the Board of Directors without notice to the COMMISSION shall be deemed to have withdrawn as a party to this Agreement and as a MEMBER of the COMMISSION and will be ineligible to vote on COMMISSION business or constitute a quorum.

**Section 4.09 QUORUM AND VOTING** A majority of the Board of Directors shall constitute a quorum for the transaction of business. The Board of Directors shall act by motion or resolution. Except as otherwise expressly provided by this Agreement or applicable law, all motions, resolutions and ordinances of the Board of Directors, and all actions required or permitted to be taken by the MEMBERS acting through the Board of Directors, shall be by a majority vote of the quorum.

**Section 4.10 RULES** The BOARD OF DIRECTORS of the COMMISSION may adopt by-laws, rules and regulations for the conduct of its meetings and affairs as are necessary for the purposes hereof.

**Section 4.11 CHAIR, VICE CHAIR AND SECRETARY** The BOARD OF DIRECTORS shall elect a Chair of the Board and Vice Chair of the Board from among its membership each calendar year. If either the Chair's or the Vice Chair's MEMBER ceases to be a MEMBER of the Commission, the resulting vacancy shall be filled at the next regular meeting of the BOARD OF DIRECTORS held after such vacancy occurs. The CHAIR shall preside over and conduct all meetings of the BOARD OF DIRECTORS.

- (a) The CHAIR shall be the chairperson of the Board of Directors and shall conduct all Board of Director meetings and perform such other duties and functions required of such person by this Agreement or the Board.
- (b) The VICE CHAIR shall serve in the CHAIR's absence and perform such duties as required by this Agreement, the Board.
- (c) The BOARD OF DIRECTORS shall select a Secretary who may, but need not, be a member of the BOARD OF DIRECTORS. The Secretary shall serve at the pleasure of the BOARD OF DIRECTORS and shall perform those duties and functions customary to the office of Secretary of a Public Entity.

**Section 4.12 TREASURER AND AUDITOR-CONTROLLER** The Treasurer - Tax Collector of the COUNTY OF HUMBOLDT is hereby designated as the Treasurer of the COMMISSION and as the depository to have custody of all the money of the COMMISSION from whatever source. The Auditor-Controller of the COUNTY OF HUMBOLDT is hereby designated as the Auditor-Controller of the COMMISSION. The Treasurer-Tax Collector and the Auditor-Controller shall have the duties and obligations set forth in Sections 6505 and 6505.5 of the ACT and shall ensure that there shall be strict accountability of all funds and report of all receipts and disbursements of the COMMISSION.

**Section 4.13 LEGAL ADVISOR** The BOARD OF DIRECTORS shall select, appoint, employ and retain the legal advisor of the COMMISSION, who shall perform such duties as may be prescribed by the BOARD OF DIRECTORS.

**Section 4.14 EMPLOYEES** The BOARD OF DIRECTORS shall have the power to appoint and employ such other officers, employees, and may contract with consultants and other professional persons or firms as it considers necessary for the purposes hereof.

## **ARTICLE V. POWERS**

**Section 5.01 GENERAL POWERS** The COMMISSION created by this Agreement shall exercise in the manner hereinafter provided the powers common to each of the entities to this Agreement.

**Section 5.02 SEPARATION** As provided in the ACT, the COMMISSION shall be a public entity separate from the parties hereto.

**Section 5.03 SPECIFIC POWERS** The COMMISSION is hereby authorized, in its own name, to do all acts necessary for the exercise of the foregoing powers for the purposes of this Agreement including, but not limited to, any or all the following:

- (a) To make and enter into contracts.
- (b) To employ agents, employees, consultants, and independent contractors.
- (c) To acquire, hold or dispose of real and personal property, or any interest therein, by deed, purchase, lease, contract, gift, devise, or otherwise.
- (d) To sue and be sued in its own name, except as otherwise provided by law.
- (e) To incur debts, liabilities or obligations, provided that no debt, liability or obligation shall constitute a debt, liability or obligation of any of the separate public entities that are parties to this Agreement.
- (f) To apply for, accept, receive, and disburse grants, loans, and other financial assistance from any agency of the United States of America or of the State of California, or from any other public agency or other sources, public or private, and expend such funds for the purposes outlined in this Agreement.

- (g) To invest any money that is not required for the immediate necessities of the COMMISSION, as the COMMISSION determines, is advisable, in the same manner and upon the same conditions as apply to local agencies, pursuant to Section 53601 of the Government Code of the State of California.
- (h) To carry out and enforce all the provisions of this Agreement.
- (i) To contract for and obtain insurance against any insurable risk reasonably anticipated to result from the exercise of any powers or functions of the COMMISSION or the performance of any duties by the officers and employees of the COMMISSION.
- (j) To make, adopt, amend, and repeal its bylaws, rules, ordinances, resolutions, and procedural regulations consistent with, and to carry into effect, the powers granted in and purposes of this Agreement.

**Section 5.04 CLAIMS** All claims and actions for money or damages against the COMMISSION and its officers and employees are governed by Division 3.6 (commencing with Section 810) of Title I of the Government Code of the State of California. The COMMISSION shall be deemed a "public entity" within the meaning of Division 3.6 of Title I of said Government Code.

**Section 5.05 INTERESTS IN CONTRACTS** The provisions of Article 4 (commencing with Section 1090), Article 4.5 (commencing with Section 1100), and Article 4.6 (commencing with Section 1120), Chapter 1, Division 4, Title I, and Sections 87100 et seq. of the Government Code of the State of California prohibiting certain financial interests in public contracts and pertaining to conflicts of interest shall apply to the officers, officials, directors, and employees of the COMMISSION.

**Section 5.06 ENFORCEMENT BY COMMISSION** The COMMISSION is hereby authorized to take any or all legal actions necessary and permitted by law to enforce this Agreement.

- (a) Appointment of Administering Entity Pursuant to Government Code Section 6506, the Board may appoint an agency or entity, including one or more MEMBERS upon consent of the governing body of such Member, a commission or board constituted pursuant to this Agreement, or a person, firm or corporation, including a nonprofit corporation, which it may designate, to administer or execute this Agreement, or any portions of this Agreement.

**Section 5.07 RESTRICTIONS ON EXERCISE OF POWERS** Powers of the COMMISSION shall be exercised as provided in the Act and shall be subject, in accordance with Section 6509 of the Act, to such restrictions upon the manner of exercising such powers as are imposed upon counties in the exercise of similar powers.

## **ARTICLE VI. FINANCIAL PROVISIONS**

**Section 6.01 FISCAL YEAR.** The fiscal year of the COMMISSION shall be from July 1 of each year to and including June 30 of the following year.



**Section 6.02 ADVANCES** Each of the parties to this Agreement may advance to the COMMISSION money in such sums as may be mutually agreed upon by such party and the BOARD OF DIRECTORS. An amount equal to all advances made by each party, plus interest thereon at a rate to be mutually agreed upon by the COMMISSION and the party making such advances, shall be repaid by the COMMISSION funds then available to the COMMISSION. Repayment of such advances may also be made by the COMMISSION at such other time or times as the COMMISSION and the party making such advance shall mutually agree at the time such advance is made.

**Section 6.03 ANNUAL BUDGET** The Board of Directors shall adopt by majority vote of the full Board of Directors an annual budget for each fiscal year at or before its last regular meeting before June 30 of each year.

## **ARTICLE VII. MISCELLANEOUS PROVISIONS**

**Section 7.01 ACCOUNTS** The COMMISSION shall keep accurate and correct books of account, showing in detail the costs of administration, bond interest, bond redemption, operation and maintenance, and all financial transactions of the COMMISSION. Said books of account shall always be open to inspection by any representative of any of the parties hereto, or by any accountant or other person authorized by any party hereto to inspect said books of account.

**Section 7.02 ANNUAL AUDIT** The accounts and records of the COMMISSION shall be audited as provided in Government Code Sections 6505 and 6505.5 or as required by other entities providing funding to COMMISSION.

**Section 7.03 LIMITATION ON LIABILITY OF MEMBERS FOR DEBTS AND OBLIGATIONS OF COMMISSION** As provided for by Government Code section 6508.1, the debts, liabilities, and obligations of the COMMISSION do not constitute debts, liabilities, or obligations of any party to this Agreement. A MEMBER may separately contract for, or assume responsibility for, specific debts, liabilities, or obligations of the COMMISSION.

**Section 7.04 INDEMNITY** The COMMISSION shall indemnify, defend and hold harmless the MEMBERS, their officers and employees, from and against all liability, loss, damage, expense, and costs (including without limitation costs and fees of litigation), collectively referred to as 'injury', of every nature arising out of the COMMISSION activities described herein, or its failure to comply with any of its obligations contained herein, except where such injury is caused by the sole negligence or willful misconduct of a Member. Any defense of claims, as well as the cost of any judgments imposed for claims resulting from actions by the COMMISSION or any of the officers, agents, employees, or contractors of the COMMISSION in relation to this Agreement shall be the sole responsibility of the COMMISSION. To the extent that MEMBERS are also held jointly and severally liable for such amounts by Government Code section 895.2, if a MEMBER provides for such defense of itself or the COMMISSION, or pays all or a part of such judgment, the MEMBER shall be entitled to reimbursement in full from the COMMISSION, provided the MEMBER obtains prior approval from the COMMISSION.

**Section 7.05 INSURANCE** The COMMISSION will obtain at its expense, and maintain during the term of this Agreement, insurance against claims for injury to persons or damage to property or the environment which may arise from COMMISSION operations.

**Section 7.06 AMENDMENTS** This Agreement may be amended only by a written instrument, approved by an affirmative vote of the governing bodies of two thirds (2/3) of the MEMBERS, and meeting any requirements imposed by the terms or conditions of any revenue bonds issued by the COMMISSION and related documentation including, without limitation, indentures, trust agreements, resolutions and letter of credit agreements.

**Section 7.07 CONSENT** Notwithstanding the foregoing, no amendment shall require any MEMBER to contribute any funds to, or become directly or contingently liable for any debts, liabilities or obligations of, the COMMISSION, without that MEMBER'S written consent, signed by its duly authorized representative.

**Section 7.08 WITHDRAWAL** MEMBERS may withdraw at any time by providing written notice from the governing body of such MEMBER to the Board; provided that no MEMBER may withdraw if withdrawal would adversely affect a bond or other indebtedness issued by the COMMISSION, except upon a two-thirds (2/3) vote of the full Board. Withdrawal shall be effective upon receipt by the Board of said notice or upon said vote of the Board if required. The withdrawing MEMBER shall continue to be financially responsible for its share of financial obligations and liabilities incurred prior to the effective date of withdrawal. Upon such withdrawal, no withdrawing MEMBER shall be entitled to any distribution or withdrawal of property or funds except as may be agreed to by the Board; however such MEMBER may be entitled to participate in a pro-rated return of surplus money and other surplus personal property upon the dissolution of the COMMISSION based on factors as determined by the Board such as but not limited to the MEMBER'S length of time of participation with and contribution to the COMMISSION.

**Section 7.09 TERMINATION AND DISTRIBUTION** This Agreement continues until terminated by the written consent of a simple majority of the full Board; provided that:

- (a) this Agreement cannot be terminated until such time as all principal of and interest on any bonds and other forms of indebtedness that the COMMISSION may issue are paid in full; and
- (b) this Agreement and the COMMISSION continue to exist following termination for the purpose of disposing of all claims, distributing assets, and all other functions necessary to conclude the obligations and affairs of the COMMISSION.

**Section 7.10 DISTRIBUTION OF FUNDS AND ASSETS FOLLOWING**

**TERMINATION** After completion of the COMMISSION's purposes, any surplus money on deposit in any fund or account of the COMMISSION will be disposed of as required by law. All other property of the Commission, real and personal, shall be divided or disposed of in a manner agreed upon by the Board of Directors. The Board of Directors is vested with all powers of the COMMISSION for the purpose of concluding and dissolving its business affairs.

**Section 7.11 NOTICES** All notices which any MEMBER or the COMMISSION may wish to give in connection with this Agreement shall be in writing and shall be served by personal delivery during usual business hours at the principal office of the MEMBER or the COMMISSION, to an officer or person apparently in charge of that office, or by depositing the same in the United States mail, postage prepaid, and addressed to the MEMBER or the COMMISSION at its principal office, or to such other address as the COMMISSION or MEMBER may designate from time to time by written notice given to the other MEMBERS in the manner specified in this section. Service of notice shall be deemed complete on the day of service by personal delivery (but 24 hours after such delivery in the case of notices of special meetings of the Board) or three (3) days after mailing if deposited in the United States mail. Until changed by written notice to the COMMISSION and the MEMBERS, notice shall be delivered as follows: **[LIST OF ENTITIES HERE]**

**Section 7.12 PROHIBITION AGAINST ASSIGNMENT** No MEMBER may assign any right, claim, or interest it may have under this Agreement. No creditor, assignee or third-party beneficiary of a MEMBER has a right, claim or title to any part, share, interest, fund or asset of the COMMISSION. However, nothing in this Agreement prevents the COMMISSION from assigning any interest or right it may have under the Agreement to a third party.

**Section 7.13 SEVERABILITY** If a portion, term, condition or provision of this Agreement is determined by a court to be illegal or in conflict with any law of the State of California, or is otherwise rendered unenforceable or ineffectual, the validity of the remaining portions, terms, conditions and provisions is not affected.

**Section 7.14 LIABILITY OF COMMISSION** Subject to limitations contained in any trust agreement or other documents pursuant to which financing of the COMMISSION is implemented, COMMISSION funds may be used to defend, indemnify, and hold harmless the COMMISSION, any Member, any Director or Alternate Director, and any employee or officer of the COMMISSION for their actions taken within the scope of their duties while acting on behalf of the COMMISSION.

**Section 7.15 GOVERNING LAW** This Agreement will be governed by and construed in accordance with the laws of the State of California.

**Section 7.16 COUNTERPARTS** This Agreement may be executed in several counterparts, each of which is an original and all of which constitutes but one and the same instrument.

**Section 7.17 EFFECTIVE DATE** In accordance with the initial Joint Powers Agreement, this Restated and Amended Joint Powers Agreement shall become effective at the time two-thirds (2/3) of the MEMBERS have approved this Amended and Restated Joint Powers Agreement.

**IN WITNESS WHEREOF**, this Amended and Restated Joint Powers Agreement has been duly considered by the governing bodies of all MEMBERS of the Redwood Region Economic Development Commission and has been approved by the governing bodies of all MEMBERS, and is hereby entered into by the MEMBERS effective as of the date written above.

SIGNATURES APPEAR ON FOLLOWING PAGES

February 2, 2026

To: Jennie Short, City Manager ✓

Glenn Bernald, Superintendent of Public Works

From: Laura and Brian Julian, 211 F Street, Blue Lake

Re: Street bulb-out in front of 211 F Street

We are writing to thank you for working with us on responding to the loss of the tree that was formerly in this bulb out, which we had planted many years before with the approval of then-city manager John Berchtold.

After the severe pruning of the tree, interim city manager Jill Duffy was very communicative and helpful to Laura. Thank you!

We greatly appreciate the reimbursement for the replacement tree that Laura had purchased prior to learning from Jennie that a tree would not be appropriate for this place as it would block vision of the back side of the stop sign. We hope that you will find a good spot to plant this tree....it is a *Tristanopsis laurina*, which is a commonly-planted street tree in San Francisco because it is generally not damaging to sidewalks or utilities.

Upon learning that we could not plant the tree in the bulb-out, Laura and I both independently had the idea to plant a rhododendron instead, so that's what we did. We invested in a 20-year old rhododendron from Singing Tree gardens; it will have red blooms. We are thrilled about it and think it's going to be just wonderful there!

We appreciate the timely removal of the trunk of the old tree! Also, the city's contractor for grinding the stump was super excellent, and he got it out fairly deeply, which greatly facilitated planting of the rhododendron. Thank you!

After talking more with Glenn, we realized that he has undoubtedly had an awful lot to do with the many excellent things which have been happening in Blue Lake over the past 10 years or so, for example: the trail (with bulb-outs and excellent drainage), the town square, diagonal parking downtown, the fabulous re-construction of Greenwood Ave., and many other things, not to mention keeping the water and sewer services running so well. Thank you Glenn!!

And thank you, Jennie, for communicating with and working with us on getting this accomplished—the old tree trunk out, and the rhododendron placed. We greatly appreciate it! And good luck in your new position as Blue Lake City Manager. We love Blue Lake!!

OK, best wishes in everything,

Laura Julian, PO Box 681; Brian Julian, PO Box 1308; 211 F Street, Blue Lake

*Laura*

*Brian*