



Blue Lake City Council Action Minutes

Tuesday, July 14, 2026 ~ 6:30pm ~ Special Council Meeting
Skinner Store Building ~ 111 Greenwood Rd., Blue Lake ~ Behind City Hall

1 **1. Call To Order:** Mayor Sawatzky Called the Meeting to Order at 6:30 p.m.

2 **2. Pledge Of Allegiance**

3 **3. Roll Call and Establish a Quorum of the Council**

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5 **Councilmembers' Present:** City Clerk Green established a Quorum

6 Present: Mayor John Sawatzky, Mayor Pro Tem Elise Scafani, Councilmember Kat Napier,
7 Council Member Michelle Lewis-Lusso, Councilmember Terri Bayles.

8 **Councilmembers Absent:** None

9 **Staff Present:** City Manager Jennie Short, City Clerk Samantha Green, Park and
10 Recreation Director Emily Wood, And Videographer Justin Goad.

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12 **4. Approval Of the Agenda –**

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14 **Motion by Councilmember Lewis-Lusso** to approve the agenda. **Second by**
15 **Councilmember Napier.**

16 **Voice vote: Motion passed unanimously.**

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18 **5. Public Comment on Non-Agenda Items:** Kent Sawatzky, Erin McClure, Lynn Rose,
19 and Julie Christie.

20
21 **6. Consent Agenda**

22 a. June Disbursements

23 b. June 23, 2026 Minutes

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25 Consent agenda item 6a was pulled by Mayor Pro Tem Scafani and 6b was pulled by
26 Councilmember Bayles.

27
28 **6a. June Disbursements**

29 Mayor Pro Tem Scafani asked about various payments related to the Park and Recreation
30 Intern, Auditors, REMIF, and SHN payments.

31
32 **Public Comment Received:** Kent Sawatzky

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34 **Motion by Mayor Pro Tem Scafani** to approve the June disbursements. **Second by**
35 **Councilmember Lewis-Lusso.**

36 **Voice vote: Motion passed unanimously.**

37
38 **6b. June 23, 2026, Minutes**

39 In addition to corrections that City Clerk Green made regarding spelling of a name and
40 correction to an organization's name, Councilmember Bayles requested a revision of public



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comment under item 10: Car Show Designation. City Clerk Green will bring the minutes back for final approval at the next regular council meeting.

Public Comment Received: None

ITEMS FOR COUNCIL DISCUSSION OR ACTION

7. Townsquare Kiosk Proposal

The Prop 68 Grant that was awarded for the Town Square project included the installation of interactive art on site; providing visual enhancement while encouraging visitors to interact in a playful and educational manner. The following discussion includes a staff proposal for additions to Town Square; satisfying the artistic installation and signage requirement of the grant, while adding another bulletin board in town for the community.

Public Comment Received: Lin Glen, Adelene Jones, Lynn Rose, and Julie Christie.

Motion by Mayor Pro Tem Scafani to authorize staff to proceed with coordinating logistics and installation of Town Square “restroom kiosk” additions as presented. **Second by Councilmember Lewis-Lusso.**
Voice vote: Motion passed unanimously.

8. Blue Lake Chamber of Commerce Fee Waiver Request

In recent history, the Blue Lake Chamber of Commerce has not paid facility rental fees nor cost recovery for city staff efforts during Annie & Mary Day. With the adoption of the new fee schedule, the Chamber is requesting that Council consider waiving a portion of the facility rental fees (estimated at \$1,400).

Public Comment Received: Kent Sawatzky, Julie Christie, Charis Bowman, and Colin Vance.

Motion by Mayor Pro Tem Scafani to form an Ad Hoc to work with the Chamber. **Second by Councilmember Lewis-Lusso.**
Voice vote: Motion failed (2:3)

9. Hazard Mitigation Plan Approval [Resolution 1265]

The City of Blue Lake has been working with our various municipal and agency partners on the update and adoption of the City’s hazard mitigation plan. The plan has been reviewed by FEMA for consistency and compliance and is now ready for adoption. Once adopted, the plan will be utilized by the City to develop future funding requests to address identified hazards and to assist the City in prioritizing project implementation and disaster planning.



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Public Comment Received: Karen Gilkerson, Kent Sawatzky, Christine Davis, Lin Glen, Julie Christie, and Lynn Rose.

Motion by Councilmember Bayles to Adopt Resolution 1265 "Resolution of the City Council of the City of Blue Lake Authorizing the Adoption of the Humboldt County Operational Area Hazard Mitigation Plan 2025 Update." **Second by Mayor Pro Tem Scafani.**

Roll Call Vote:

Ayes: Sawatzky, Scafani, Napier, Lewis-Lusso, Bayles

Motion passed unanimously

10. Examination of Sales or Transactions and Use Tax Records [Resolution 1266]

The City of Blue Lake entered into an agreement with Hinderliter de Llamas and Associates (aka HdL) to provide consulting and software services that help the City to understand and maximize the collection of sales, use, and transaction taxes. HdL must be given permission by the City to the California Department of Tax and Fee Administration to access the City's Sales, Transactions, and Use Tax Records.

Public Comment Received: Lynn Rose.

Motion by Mayor Pro Tem Scafani to Adopt Resolution 1266 "Resolution of the City Council of the City of Blue Lake Authorizing Examination of Sales or Transactions and Use Tax Records." **Second by Councilmember Lewis-Lusso.**

Roll Call Vote:

Ayes: Sawatzky, Scafani, Napier, Lewis-Lusso, Bayles

Motion passed unanimously

11. FY 26-27 Budget Amendment and Organizational Chart Approval [Resolution 1267]

At the June 23, 2026, City Council meeting, Council approved the Fiscal Year 2026–27 Operating Budget, including the Position Allocation Table and Classification Pay Plan, which allocated 3.5 FTEs to the Business and Finance Department. Following recent recruitment efforts, staff recommended increasing the part-time Administrative Accounting Specialist position from 19 to 32 hours per week to better support departmental workload and allow for retention of a current employee, resulting in additional benefit eligibility and increased costs. Staff also presented a revised Organizational Chart incorporating prior Council feedback for approval. Additionally, staff recommended allowing the City Manager to accrue unused holiday time as comp time on a one-to-one basis in accordance with the Personnel Policy.

Public Comment Received: Kent Sawatzky.



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Motion by Councilmember Lewis-Lusso to Adopt Resolution 1267 "A Resolution of the City Council of the City of Blue Lake Amending the Adopted Operating Budget for Fiscal Year 2026-2027"; and Approve the Organization Chart; and Affirm that the City Manager's holiday hours can be banked as comp-time for future use as needed. **Second by Mayor Pro Tem Scafani.**

Roll Call Vote:

Ayes: Sawatzky, Scafani, Napier, Lewis-Lusso, Bayles

Motion passed unanimously

12. Memorandum of Agreement with County of Humboldt for Environmental Health Services

The City received a letter from the Humboldt County Department of Health & Human Services Division of Environmental Health on July 23, 2025, informing us that they were terminating the historic contract with the City effective 12 months later. The County Board of Supervisors approved a template Memorandum of Agreement (MOA) for future contractual relationships. This updated MOA strengthens DEH's ability to enforce the California Health and Safety Code of Regulations within our city limits. This updated MOA also provides access to new DEH programs such as Tobacco Retail Licensing, Childhood Lead Pollution Prevention Program, and the Edible Food Recovery Organization inspection program.

Public Comment Received: Kent Sawatzky and Julie Christie.

Motion by Councilmember Napier to authorize the City Manager to execute the Memorandum of Agreement by and between the Conty of Humboldt and City of Blue Lake for environmental Health Services. **Second by Councilmember Lewis-Lusso.**

Voice vote: Motion passed unanimously

13. Power Plant Update

On July 4, 2026, the fuel pile at the power plant caught fire. The Blue Lake Fire Department responded. After many hours the successfully eliminated the fire, with additional efforts later to put out small hot spots in the pile. Gary from GLJ brought an excavator to create holes in the pile so that the fire department could extinguish the fire inside of the pile. The source appears to be a firework that was set off in the middle of Taylor Way that went into the grass adjacent to the property, catching the grass on fire and eventually the fuel pile itself.

Public Comment Received: Julie Christie.

14. Bike & Skate Park Update

Numerous volunteers met with the City to lay out the plan for drone survey maintenance at the site. They have begun removal of the plastic, relocation of the sandbags, adjustment of the fences, weed eating the grass to grade, and minor modifications to keep positive



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drainage. I am working with Points West Surveying to obtain a proposal for a scope and fee to complete the topographic drone survey and field collection of underground infrastructure and centerline monuments.

Public Comment Received: Kent Sawatzky and Julie Christie.

Motion by Mayor Pro Tem Scafani to authorize the City Manager to negotiate and execute a contract with Points West for completion of the drone survey up to \$4,500. **Second by Councilmember Bayles.**

Voice vote: Motion passes 4:1 with Councilmember Napier dissenting.

15. Council Correspondence

16. City Manager Report

17. Future Agenda Items Requested by Council

- City Manager and City Clerk Evaluation Process
- Fiscal Policy

18. Closed Session Agenda:

a. Public Comment on Closed Session: Kent Sawatzky and Julie Chrisite.

Motion by Mayor Pro Tem Scafani to move into Closed Session. **Second by Councilmember Bayles.**

Voice vote: Motion passed unanimously.

Council convened into Closed Session at 9:59 p.m. for the purpose of:

a. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: one case. Facts and circumstances involve claims by Danco Communities that the City's election to terminate the Development and Disposition Agreement after notice and opportunity to cure is not permitted under the terms of the parties' agreement.

b. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION

Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: one case.

c. Report Out of Closed Session: Council adjourned closed session at 11:08 p.m. No reportable action was taken.

Adjourned at 11:08 p.m.

Prepared by: Samantha, City Clerk