



## CITY COUNCIL REGULAR MEETING

Clearlake City Hall Council Chambers

14050 Olympic Dr, Clearlake, CA

Thursday, November 21, 2024

Regular Meeting 6:00 PM

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The City Council meetings are viewable in person in the Council Chambers, via livestreaming on the City's YouTube Channel ([https://www.youtube.com/channel/UCTyifT\\_nKS-3woxEu1ilBXA](https://www.youtube.com/channel/UCTyifT_nKS-3woxEu1ilBXA)) or "Lake County PEG TV Live Stream" at <https://www.youtube.com/user/LakeCountyPegTV/featured> and the public may participate through Zoom at the link listed below. The public will not be allowed to provide verbal comment during the meeting if attending via Zoom. The public can submit comments in writing for City Council consideration by commenting via the Q&A function in the Zoom platform or by sending comments to the Administrative Services Director/City Clerk at [mswanson@clearlake.ca.us](mailto:mswanson@clearlake.ca.us). To give the City Council adequate time to review your comments, you must submit your written emailed comments prior to 4:00 p.m. on the day of the meeting.

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### AGENDA

**MEETING PROCEDURES:** *All items on agenda will be open for public comments before final action is taken. Citizens wishing to introduce written material into the record at the public meeting on any item are requested to provide a copy of the written material to the Administrative Services Director/City Clerk prior to the meeting date so that the material may be distributed to the City Council prior to the meeting. Speakers must restrict comments to the item as it appears on the agenda and stay within a three minutes time limit. The Mayor has the discretion of limiting the total discussion time for an item.*

*Pursuant to Senate Bill 1100 and the City Council Norms and Procedures, any member of the public making personal, impertinent, and/or slanderous or profane remarks, or who becomes boisterous or belligerent while addressing the City Council, staff or general public, or while attending the City Council meeting and refuses to come to order at the direction of the Mayor/Presiding Officer, shall be removed from the Council Chambers or the Zoom by the sergeant-at-arms or the City Clerk and may be barred from further attendance before the Council during that meeting. Unauthorized remarks from the audience, stamping of feet, whistles, yells, and similar demonstrations shall not be permitted by the Mayor/Presiding Officer. The Mayor/Presiding Officer may direct the sergeant-at-arms to remove such offenders from the room.*

## AMERICANS WITH DISABILITY ACT (ADA) REQUESTS

If you need disability related modification, including auxiliary aids or services, to participate in this meeting, please contact Melissa Swanson, Administrative Services Director/City Clerk at the Clearlake City Hall, 14050 Olympic Drive, Clearlake, California 95422, phone (707) 994-8201, ext 106, or via email at [mswanson@clearlake.ca.us](mailto:mswanson@clearlake.ca.us) at least 72 hours prior to the meeting, to allow time to provide for special accommodations.

### AGENDA REPORTS

Staff reports for each agenda item are available for review at [www.clearlake.ca.us](http://www.clearlake.ca.us). Any writings or documents pertaining to an open session item provided to a majority of the City Council less than 72 hours prior to the meeting, shall be made available for public inspection on the City's website at [www.clearlake.ca.us](http://www.clearlake.ca.us).

### Zoom Link:

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join.

<https://clearlakeca.zoom.us/j/83342628911?pwd=XTgoyHEqw8NpDuNaR2d5VQnrTRa3t7.1>

Passcode: 355701

Or One tap mobile:

+16694449171,,83342628911# US

+17207072699,,83342628911# US (Denver)

Or join by phone:

Dial(for higher quality, dial a number based on your current location):

US: +1 669 444 9171 or +1 720 707 2699 or +1 253 205 0468 or +1 253 215 8782 or +1 346 248 7799 or +1 719 359 4580 or +1 646 558 8656 or +1 646 931 3860 or +1 689 278 1000 or +1 301 715 8592 or +1 305 224 1968 or +1 309 205 3325 or +1 312 626 6799 or +1 360 209 5623 or +1 386 347 5053 or +1 507 473 4847 or +1 564 217 2000

Webinar ID: 833 4262 8911

International numbers available: <https://clearlakeca.zoom.us/j/83342628911>

### A. ROLL CALL

### B. PLEDGE OF ALLEGIANCE

**C. INVOCATION/MOMENT OF SILENCE:** *The City Council invites members of the clergy, as well as interested members of the public in the City of Clearlake, to voluntarily offer an invocation before the beginning of its meetings for the benefit and blessing of the City Council. This opportunity is voluntary and invocations are to be less than three minutes, offered in a solemn and respectful tone, and directed at the City Council. Invocational speakers who do not abide by these simple rules of*

*respect and brevity shall be given a warning and/or not invited back to provide a subsequent invocation for a reasonable period of time, as determined appropriate by the City. This policy is not intended, and shall not be implemented or construed in any way, to affiliate the City Council with, nor express the City Council's preference for, any faith or religious denomination. Rather, this policy is intended to acknowledge and express the City Council's respect for the diversity of religious denominations and faith represented and practiced among the citizens of Clearlake. If a scheduled invocational speaker does not appear at the scheduled meeting, the Mayor will ask that the City Council observe a moment of silence in lieu of the invocation. More information about the City's invocation policy is available upon request by contacting the Administrative Services Director/City Clerk at (707) 994-8201x106 or via email at [mswanson@clearlake.ca.us](mailto:mswanson@clearlake.ca.us).*

**D. ADOPTION OF THE AGENDA** *(This is the time for agenda modifications.)*

**E. PRESENTATIONS**

1. Presentation of Certificates of Appreciation to Trunk or Treat Volunteers and Donors

**F. PUBLIC COMMENT:** *This is the time for any member of the public to address the City Council on any matter not on the agenda that is within the subject matter jurisdiction of the City. **The Brown Act, with limited exceptions, does not allow the Council or staff to discuss issues brought forth under Public Comment.** The Council cannot take action on non-agenda items. Concerns may be referred to staff or placed on the next available agenda. Please note that comments from the public will also be taken on each agenda item. Comments shall be limited to three (3) minutes per person.*

**G. CONSENT AGENDA:** *All items listed under the Consent Agenda are considered to be routine in nature and will be approved by one motion. There will be no separate discussion of these items unless a member of the Council requests otherwise, or if staff has requested a change under Adoption of the Agenda, in which case the item will be removed for separate consideration. Any item so removed will be taken up following the motion to approve the Consent Agenda.*

2. Consideration of Amendments to the Council Norms & Procedures  
Recommended Action: Adopt Amendments

3. Second Reading and Adoption of Ordinance No. 272-2024, An Ordinance Establishing Article 6-10 of the Clearlake Municipal Code Regulating Tobacco Retailers  
Recommended Action: Adopt Ordinance No. 272-2024

4. Minutes of the October 9, 2024 Lake County Vector Control District Board Meeting  
Recommended Action: Receive and file

5. Warrants  
Recommended Action: Receive and file

6. Continuation of Director of Emergency Services/City Manager Proclamation Declaring a Local Emergency for Winter Storms  
Recommended Action: Continue declaration of emergency

7. Minutes  
Recommended Action: Receive and file

#### **H. BUSINESS**

8. Discussion and Consideration of Ordinance No. 276-2024, An Amendment to Chapter 3, Section 5 of the Clearlake Municipal Code Regarding Fire Mitigation Fees  
Recommended Action: Introduce the Ordinance and hold a first reading, read by title only, and schedule second reading and adoption at as subsequent Council meeting.
9. Discussion and Consideration of Ordinance No. 275-2024, An Ordinance Adding Chapter 13-3 to the Clearlake Municipal Code Establishing Fire Hydrant Inspection and Testing Requirements.  
Recommended Action: Introduce the Ordinance and Hold a First Reading, and Schedule Second Reading and Adoption at a Subsequent Council Meeting.
10. Consideration of Ordinance No. 277-2024, An Ordinance of the City of Clearlake Amending Chapter VIII, Section 8.5 to Add Subsection 8.5-7 to Establish Standards for Relocation of Underground Utilities in the Public Right-of-Way  
Recommended Action: Hold first reading, read by title only, waive further reading, and set second reading and adoption for the next meeting
11. Discussion and Consideration of Adoption of Tribal Consultation Guidelines  
Recommended Action: Adopt Guidelines
12. Consideration of Amendment to Employment Services Agreement with Timothy Hobbs as Police Chief  
Recommended Action: Approve Amendment and Authorize the City Manager to Sign.
13. Consideration of Updates to the FY 24-25 Salary Schedule  
Recommended Action: Adopt Updated Salary Schedule

#### **I. CITY MANAGER AND COUNCILMEMBER REPORTS**

#### **J. FUTURE AGENDA ITEMS**

#### **K. CLOSED SESSION**

- (14)** CONFERENCE WITH LEGAL COUNSEL – LIABILITY CLAIMS - Claimant: Kathleen Sherlock; Agency Claimed Against: City of Clearlake

#### **L. ANNOUNCEMENT OF ACTION FROM CLOSED SESSION**

#### **M. ADJOURNMENT**

POSTED: November 18, 2024

BY:

Melissa Swanson

Melissa Swanson, Administrative Services Director/City Clerk