



CITY COUNCIL REGULAR MEETING

Clearlake City Hall Council Chambers

14050 Olympic Dr, Clearlake, CA

Thursday, June 20, 2024

Budget Workshop 5:00 PM

Regular Meeting 6:00 PM

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) 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. 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.

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 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. 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.

Zoom Link: https://clearlakeca.zoom.us/webinar/register/WN_MEHBnxKHRgiP5u0u4nWvQA

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

US: +1 669 444 9171 or +1 253 215 8782 or +1 346 248 7799 or +1 719 359 4580 or +1 720 707 2699 or +1 253 205 0468 or +1 360 209 5623 or +1 386 347 5053 or +1 507 473 4847 or +1 564 217 2000 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

Webinar ID: 854 8251 2914

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5:00 PM BUDGET WORKSHOP

A. FISCAL YEAR 2024/25 BUDGET WORKSHOP

6:00 PM REGULAR MEETING

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. 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.

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

F. PRESENTATIONS

1. Presentation of June's Adoptable Dogs

G. 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.*

H. 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 Resolution 2024 - 22 to adopt a list of approved projects for submission to California Transportation Committee (CTC) for funding pursuant to SB1
Recommended Action: By motion Adopt Resolution 2024 – 22, a Resolution of the City Council of the City of Clearlake Adopting a project list for submission to the California Transportation Committee for funding under the provisions of SB1.
3. Authorization of Job Description and Placement into Salary Schedule of the Recreation and Events Coordinator I/II Positions; Resolution No. 2024-27
Recommended Action: Adopt resolution
4. Consideration of Resolution No. 2024-29, A Resolution approving a Temporary Street Closure for the Annual 4th of July Parade on July 6, 2024.
Recommended Action: Approve Resolution 2024-29 for the temporary street closure.
5. Consideration of Resolution 2024-28 Authorizing the Extension of the Temporary Road Closure of Certain Roads, to Reduce Illegal Dumping and to Protect the Environment, and the Public Health and Welfare
Recommended Action: Adopt Resolution 2024-28
6. Approval of an agreement between the County of Lake and City of Clearlake Regarding a Road Maintenance Program and Authorize the Mayor to Sign

Recommended Action: Approve the agreement between the County of Lake and City of Clearlake

7. Continuation of Director of Emergency Services/City Manager Proclamation Declaring a Local Emergency for Winter Storms

Recommended Action: Continue declaration of emergency

8. Minutes of the May 8, 2024 Lake County Vector Control District Board Meeting

Recommended Action: Receive and file

9. Minutes

Recommended Action: Receive and file

10. Amendment of Contract with GEI Consulting for Project Management and Technical Support from \$24,500 to a new total of \$100,000

Recommended Action: Approve Agreement and Authorize the City Manager to Sign

11. Approve the Sale of Real Property Located at 4192 Hemlock Ave, Clearlake for \$20,000

Recommended Action: Approve Sale and Authorize the City Manager to Execute the Necessary Documents

12. Adoption of the Amendment to Legal Services Agreement for City Attorney Services with Jones Mayor

Recommended Action: Adopt amendment and authorize the Mayor to sign

I. PUBLIC HEARING

13. Confirm assessment(s) in the total amount of \$79,335.76 for City funded abatements, in accordance with Clearlake Municipal Code Chapter 10; Resolution No. 2024-24

Recommended Action: Adopt resolution

14. Confirm unpaid Administrative Penalties and Approve Recordation of Lien(s) in the Total Amount of \$110,070.00, in Accordance with Clearlake Municipal Code Chapter 10.

Recommended Action: Adopt Resolutions 2024-25 and 2024-26

15. Adoption of the City of Clearlake's Budget for Fiscal Year 2024-25

Recommended Action: Adopt Resolution No. 2024-30

16. Adoption of Appropriations Limit (Gann Limit) for Fiscal Year 2024-25 and designating the formula to be used for calculation of same

Recommended Action: Adopt Resolution No. 2024-31

17. Adoption of the City of Clearlake's Fee Schedule for Fiscal Year 2024-25

Recommended Action: Adopt Resolution No. 2024-32

J. BUSINESS

18. Presentation and Discussion of Tobacco Use in the Schools and Community
Recommended Action: Provide Direction to Staff

19. Agreement with Axon Enterprise Inc. for the Purchase of Body Worn Cameras, Mobile Audio and Video Systems, Tasers, and Digital Storage for the Police Department
Recommended Action: Approve agreement

20. Consideration of Adoption of a Memorandum of Understanding (MOU) with the Clearlake Police Officer Association (CPOA) for July 1, 2024 through June 30, 2026
Recommended Action: Adopt MOU and authorize the City Manager to sign

21. Consideration of Adoption of a Memorandum of Understanding (MOU) with the Clearlake Middle Management Association (MMA) for July 1, 2024 through June 30, 2026
Recommended Action: Adopt MOU and authorize the City Manager to sign

K. CITY MANAGER AND COUNCILMEMBER REPORTS

L. FUTURE AGENDA ITEMS

M. CLOSED SESSION

(22) Conference with Real Property Negotiators: Pursuant to Government Code Section 54956.8. Property Address: 14775 Burns Valley Road, Clearlake; Agency Negotiation: City Manager Alan Flora; Negotiating Parties: Laura Del Gadillo and Cirilo Gomez; Under Negotiation: Price and terms of payment.

(23) Conference with Legal Counsel: Existing Litigation: Pursuant to Government Code Section 54956.9(d)(1): Case No. CV-424401: Koi Nation of Northern California v. City of Clearlake, et al., Lake County Superior Court

N. ANNOUNCEMENT OF ACTION FROM CLOSED SESSION

O. ADJOURNMENT

POSTED: June 17, 2024

BY:



Melissa Swanson, Administrative Services Director/City Clerk

CITY OF CLEARLAKE

City Council



STAFF REPORT	
SUBJECT: Consideration of Resolution 2024 - 22 to adopt a list of approved projects for submission to California Transportation Committee (CTC) for funding pursuant to SB1.	MEETING DATE: June 20, 2024
SUBMITTED BY: Adeline Leyba, Public Works Director	
PURPOSE OF REPORT: <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to adopt a list of approved projects for submission to California Transportation Committee (CTC) for funding pursuant to SB1.

BACKGROUND/DISCUSSION:

Senate Bill 1, the Road Repair and Accountability Act of 2017, was signed into law on April 28, 2017. This legislative package invests \$54 billion over the next decade to fix roads, freeways and bridges in communities across California and puts more dollars toward transit and safety. These funds will be split equally between state and local investments.

Local roads, transit agencies and an expansion of the state’s growing network of pedestrian and cycle routes will share an even split of SB 1 funding: \$26 billion. Each year, funding will be used for needs on the local road system.

Clearlake is proposing a list of projects identified as follows:

1. Lakeshore Drive Corridor Improvements

- Pedestrian sidewalk improvements and pavement rehabilitation of roadway from Austin Park to Highlands Park
- Proposed completion is December of 2025.
- Estimated useful life is 20 years.
- Estimated cost is \$2.9 million

2. Highlands Park Frontage Improvement Project

- Pedestrian sidewalk improvements
- Proposed completion is December of 2025.
- Estimated useful life of the project is 20 years.

- Estimated cost is \$750,000

3. Airport Road Regional Connector Improvements

- Regional shopping center connector road connecting 18th Ave. from State Route 53 to Old Hwy. 53.
- Proposed completion is December of 2025.
- Estimated useful life is 20 years.
- Estimated cost is \$4.6 million.

The City by resolution must adopt the list of projects and that list needs to include the following items:

1. a description and location of each proposed project;
2. a proposed schedule for the project’s completion; and,
3. the estimated useful life of the improvement.

The adoption of the resolution, in itself, does not obligate the spending of funds. If the project is funded and approved to move forward, additional action will be required by the Council.

OPTIONS:

1. Adopt Resolution 2024-22, a Resolution of the City Council of the City of Clearlake Adopting a project list for submission to the California Transportation Committee for funding under the provisions of SB1.
2. Other direction

FISCAL IMPACT:

None Budgeted Item? Yes No

Budget Adjustment Needed? Yes No If yes, amount of appropriation increase: \$

Affected fund(s): General Fund Measure P Fund Measure V Fund Other:

Comments:

STRATEGIC PLAN IMPACT:

- Goal #1: Make Clearlake a Visibly Cleaner City
- Goal #2: Make Clearlake a Statistically Safer City
- Goal #3: Improve the Quality of Life in Clearlake with Improved Public Facilities
- Goal #4: Improve the Image of Clearlake
- Goal #5: Ensure Fiscal Sustainability of City
- Goal #6: Update Policies and Procedures to Current Government Standards
- Goal #7: Support Economic Development

SUGGESTED MOTIONS:

By motion Adopt Resolution 2024 – 22, a Resolution of the City Council of the City of Clearlake Adopting a project list for submission to the California Transportation Committee for funding under the provisions of SB1.

Attachments: Project list and Resolution

Section H, Item 2.

RESOLUTION NO. 2024-22

**RESOLUTION ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2024-25 FUNDED BY
SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017**

WHEREAS, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 to address the significant multi-modal transportation funding shortfalls statewide; and

WHEREAS, SB 1 includes accountability and transparency provisions that will ensure the residents of the City of Clearlake are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

WHEREAS, the City must adopt by resolution a list of projects proposed to receive fiscal year funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

WHEREAS, the City will receive an estimated \$431,871.00 in RMRA funding in Fiscal Year 2024-2025 from SB 1; and

WHEREAS, this is the 6th year in which the City is receiving SB 1 funding and will enable the City to continue essential road maintenance and rehabilitation projects, safety improvements, and increasing access and mobility options for the traveling public that would not have otherwise been possible without SB 1; and

WHEREAS, the funding from SB 1 will help the City maintain and rehabilitate several streets, add active transportation infrastructure throughout the city this year and other similar projects into the future; and

WHEREAS, the 2023 California Statewide Local Streets and Roads Needs Assessment found that the city's streets and roads are in an at-risk and poor condition and this revenue will help us increase the overall quality of our road system and over the next decade will bring our streets and roads into a fair to good condition; and

WHEREAS, the SB 1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets

infrastructure, and using cutting-edge technology, materials and practices, will make a significant impact on roads that are in serious need of deferred maintenance.

NOW, THEREFORE IT IS HEREBY RESOLVED, ORDERED AND FOUND by the City Council of the City of Clearlake, State of California, as follows:

A. Clearlake is proposing a list of three projects identified as follows:

- 1. Lakeshore Drive Corridor Improvements
- 2. Highlands Park Frontage Improvement Project
- 3. Airport Road Regional Connector Improvements

Which projects are more specifically defined on the attached "Exhibit A"

B. The City Council hereby adopts the attached "Exhibit A" as its list of projects as required by the provisions of Senate Bill 1.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Clearlake held on June 20, 2024 by the following vote:

AYES:

NOS:

ABSENT:

David Claffey, Mayor

ATTEST:

Melissa Swanson, City Clerk
City of Clearlake

Exhibit A
2024-2025 Proposed Project List - SB1

1. *Lakeshore Drive Corridor Improvements*
 - Pedestrian sidewalk improvements and pavement rehabilitation of roadway from Austin Park to Highlands Park
 - *Proposed completion is December of 2025.*
 - *Estimated useful life is 20 years.*
 - *Estimated cost is \$2.9 million*

2. *Highlands Park Frontage Improvement Project*
 - Pedestrian sidewalk improvements
 - Proposed completion is December of 2025.
 - Estimated useful life of the project is 20 years.
 - Estimated cost is \$750,000

3. *Airport Road Regional Connector Improvements*
 - Regional shopping center connector road connecting 18th Ave. from State Route 53 to Old Hwy. 53.
 - *Proposed completion is December of 2025.*
 - *Estimated useful life is 20 years.*
 - *Estimated cost is \$4.6 million.*

CITY OF CLEARLAKE

City Council



STAFF REPORT	
SUBJECT: Authorization of Job Descriptions and Placement into Salary Schedule of the Recreation and Events Coordinator I/II Positions; Resolution No. 2024-27	MEETING DATE: June 20, 2024
SUBMITTED BY: Melissa Swanson, Administrative Services Director/City Clerk	
PURPOSE OF REPORT: <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to adopt the job descriptions for the Recreation and Events Coordinator I/II, set the salary ranges for the positions, and authorize the positions for the 2024-25 Fiscal Year budget.

BACKGROUND/DISCUSSION:

In 2022, your Council authorized a Recreation and Events Division of the Administrative Services Department. The authorization of this entirely new division necessitated the creation of the personnel classification of Recreation and Events Coordinator.

As part of the ongoing assessment of recreation and event program procedures and functions, the position was recently transitioned into the Public Works Department and is supervised by the Public Works Director. Staff is proposing a split of the Recreation and Events Coordinator position into two classifications. The Recreation and Events Coordinator I would be an entry-level position with the transition into Recreation and Events Coordinator II as incumbents gain experience. Opportunity for advancement within the department is crucial to recruitment and retention. Staff is recommending the Recreation and Events Coordinator I remain at the current salary Range 37, \$4,493.18 – \$5,461.49 monthly and the Recreation and Events Coordinator II salary range be Range 45, \$5,458.24 - \$6,634.53 monthly.

At this time, staff is finalizing negotiation with the appropriate bargaining unit for inclusion of these new positions and more information should be available by the Council meeting.

OPTIONS:

- 1. Move to adopt Resolution No. 2024-27
- 2. Other direction

FISCAL IMPACT:

None \$ Budgeted Item? Yes No

Budget Adjustment Needed? Yes No If yes, amount of appropriation increase:

Section H, Item 3.

Affected fund(s): General Fund Measure P Fund Measure V Fund Other:

Comments:

STRATEGIC PLAN IMPACT:

- Goal #1: Make Clearlake a Visibly Cleaner City
- Goal #2: Make Clearlake a Statistically Safer City
- Goal #3: Improve the Quality of Life in Clearlake with Improved Public Facilities
- Goal #4: Improve the Image of Clearlake
- Goal #5: Ensure Fiscal Sustainability of City
- Goal #6: Update Policies and Procedures to Current Government Standards
- Goal #7: Support Economic Development

SUGGESTED MOTIONS:

Move to adopt Resolution No. 2024-27.

- Attachments:** 1) Job Description
 2) Resolution No. 2024-27

RECREATION AND EVENTS COORDINATOR I/II

DEFINITION

Under ~~direction of the Administrative Services Director~~ immediate supervision (Recreation and Events Coordinator I) or general supervision (Recreation and Events Coordinator II) to perform a variety of highly responsible, highly complex professional and administrative work in planning, coordinating, and serving as the recreation program and event coordinator for the city; including duties related to city-owned facilities and properties, performing communications activities; preparing marketing publications concerning city services, activities, programs, events and functions; serving as liaison between the city and designated public agencies, community groups and the media; recognizing, creating and implementing policies, plans, and programs to promote diversity and inclusion within the community and the organization; and performing related duties as required.

DISTINGUISHING CHARACTERISTICS

Recreation and Events Coordinator I – This is the entry level in the Recreation and Events class series. Positions at this level usually perform most of the duties required of the positions at the Recreation and Events Coordinator I level, but are not expected to function at the same skill level and usually exercise less independent discretion and judgement in matters related to work procedures and methods. Exceptions of changes in procedures are explained in detail as they arise. Since this class is often used as a beginning level class, employees may have only limited or no directly related work experience.

Recreation and Events Coordinator II – This is the full journey level in the class series. Positions at this level are distinguished from the Recreation and Events Coordinator II level by the performance of the full range of duties as assigned, working independently and exercising judgement and initiative. Positions at this level receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit. Positions in this class series are flexibly staffed and positions at the Recreation and Events Coordinator II level are normally filled by advancement from the Recreation and Events Coordinator I level. When filled from the outside, the employee is required to have prior related experience which allows the employee to meet the qualification standards for the Recreation and Events Coordinator II level.

SUPERVISION EXERCISED

Recreation and Events Coordinator I

Exercises no supervision.

Recreation and Events Coordinator II

May exercise technical and functional supervision over less experienced staff and volunteers.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this position.

Maintains records and ensures proper preparation of recreation-related grants.

Ensures proper development and maintenance of detailed fiscal and program records for recreation-related grants; discusses grant requirements and progress with funding agencies; monitors grants to ensure and determines on-going compliance of grants; performs special projects and financial support work related to recreation and event grants.

Reconciles recreation-related grants monthly, reviews cost information, verifies grant related invoices, reimbursement requests, contracts, pay estimates, payroll data, purchase orders, check requests and receiving documents; verifies coding accuracy, correct project numbers, contract numbers, appropriate authorizations, and signatures in accordance with grant and City compliance requirements.

Monitors and administers event and recreation contracts and agreements; coordinates with event and recreation participants, consultants, and contractors to carry out recreation and event activities.

Assists in developing various recreation and event programs and projects.

Evaluates recreation programs and events as a city service and determines budget, timeline, and actionable steps for transition.

Identifies venues for inclusion; including events and gathering places; facilitates development of cultural and diverse events throughout the community.

Assists in developing department policies and procedures in order to meet department objectives.

Assists customers at the counter, on the telephone, and via email, answering inquiries, explaining policies and procedures, and providing forms and informational materials.

Assists in publicizing recreation programs, City events, and facility rentals on City social media and the City’s website.

Administration of the recreation programs, including processing registration forms, accepting fees, working with instructors, scheduling facilities for use and requesting insurance coverage.

Orders supplies, materials, equipment and maintain inventory for programs and events.

Organizes and facilitates City-sponsored events and activities, including internal activities.

Assists in the negotiation and coordination of real property activities; identifies and reviews resource needs.

Manages recreation and event volunteers and related reporting; identifies and reviews volunteer resource needs.

Receives and responds to complaints and questions from the general public, staff and a variety of parties relating to real property issues, including city facilities and leases, after-hours emergencies, and reviews problems and recommends corrective actions; prepares summary reports as needed.

Performs bi-monthly site inspections on vacant City-owned parcels and prepares related reports.

Generates and tracks Facilities Maintenance Requests for maintenance at City owned buildings, prepares related reports, and assigns work as needed.

Prepares reports related to City recreation programs, facilities, and City events.

Maintains and monitors recreation program files, including confidential information and recreation program transaction files.

Researches and prepares a variety of related risk management reports, schedules, statements, budget reports and technical data involving recreation and event activities.

OTHER JOB-RELATED DUTIES

Issues and collects equipment, games, etc. as needed for events and recreation programs.

Maintain log of equipment, order supplies, materials, equipment and maintain inventory for facilities maintenance, recreation programs and events.

Loads and unloads equipment, supplies and other materials from trucks and other vehicles for City-sponsored special events, as needed.

Sets up barricades and/or tables and chairs for City-sponsored special events, as needed.

Ensures safety procedures are updated regularly and are communicated to recreation program and event participants.

Develops and coordinates recreation and event programs and activities with the approval of the ~~Administrative Service~~Public Works Director and/or City Manager, as assigned.

Provides written reports as assigned.

Performs related duties and responsibilities as required.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Recreation and Events Coordinator I

Knowledge of:

Basic principles and practices of fiscal, statistical, and administrative data collection and report preparation.

Basic principles and practices of governmental operations.

Basic principles and practices of budget administration.

Research and reporting methods, techniques and procedures.

English usage, spelling and grammar and punctuation.

Modern office methods, procedures, and equipment including computer software and hardware.

Principles and procedures of record keeping.

Principles and techniques used in public relations.

Principles of report and business letter writing.

Skill to:

Operate modern office equipment including computer equipment.

Operate a motor vehicle safely.

Ability to:

Learn, interpret and apply laws, regulations, policies and procedures.

Exercise sound independent judgment within general policy guidelines often involving confidential and sensitive issues; make sound recommendations within areas of responsibility.

Understand and carry out oral and written directions.

Communicate clearly and concisely, both orally and in writing; compose general correspondence, letters, and related reports.

Handle multiple tasks and responsibilities involving the use of independent judgement and personal initiative.

Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.

Explain and problem-solve issues for the public and staff.

Organize high level events and programs.

Experience and Training Guidelines:

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

Two years of college in any coursework with business administration or related field is desirable; four years of increasingly responsible secretarial and clerical experience involving frequent public contact; or other related experience involving real property management, two years of coordinating public events.

Training:

High school graduate or GED equivalent.

Associate's degree in business administration, real estate, or related is preferred.

License or Certificate:

Possession of, or ability to obtain, an appropriate, valid California driver's license.

Special Requirements:

Essential duties require the following physical abilities and work environment:

Ability to attend special City events including, weekends, evenings, and holidays, as required.

Ability to attend night meetings and work extended hours, as needed, and/or required.

Non-traditional work hours may be required to accommodate the City's needs.

Ability to work in a standard office environment with ability to travel to different sites and some exposure to outdoors.

CPR for infant, child, and adult and standard first aid certificate must be obtained within first 3 months of employment.

Physical Demands:

Sitting, standing, walking, some stooping and bending. Ability to work in both an office and an outside environment in different weather conditions. Ability to work alternative work hours such as early morning events, weekends, holidays, and late-night meetings. Occasional driving is required when traveling from City facilities, training sites, private events and public events. Must have ability to use hand tools and must be capable of learning the use of other necessary equipment. Must also be able to lift 50 pounds

Working Conditions:

Special event experience and/or customer service experience is required. Candidates should be friendly and professional, ability to follow instructions and communicate with customers and have general understanding of basic cleaning equipment. Indoor environment is generally clean with limited exposure to conditions such as dust, fumes, odors and noise. May include researching recreation related grants and event planning and heavy computer use. Incumbents assigned to this classification work a flexible schedule, depending on program needs, including working evenings and weekends and shifting assignments as program needs change. Incumbents use vision to ensure rooms have been set up properly, and hearing to test sound equipment for proper functioning. Incumbents must operate a computer keyboard to access the registration and facility reservation systems; respond physically to emergencies quickly and appropriately; lift, move, set up and remove tables, sound equipment, and chairs weighing up to 50 pounds; and lift and move supplies weighing up to 50 pounds. Incumbents assigned to this classification may be required to work outdoors in varied temperatures and walk over rough, uneven, or rocky terrain.

Recreation and Events Coordinator II

In addition to the qualifications for Recreation and Events Coordinator I:
Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Ability to:

Work independently in the absence of supervision.

Apply good judgment and practical knowledge to resolve unusual or irregular problems in the area of work assigned.

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Assign and review work of less experienced staff and volunteers.

Pass the Manager-level Serve Safe within 30 days of employment in the Recreation and Events Coordinator II classification.

Experience and Training Guidelines:

Two years of experience in recreation and events management.

Effective Date: ~~June 16, 2022~~ June 20, 2024
Resolution No. ~~2022-42~~ 2024-27

RESOLUTION NO. 2024-27

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLEARLAKE
APPROVING JOB DESCRIPTIONS AND SALARY LEVELS FOR THE
RECREATION AND EVENTS COORDINATOR I/II POSITION**

WHEREAS, the City has a need for Recreation and Events Coordinator I/II positions;
and

WHEREAS, the Council has considered the job description and the salary ranges for
these positions at a duly noticed public meeting.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Clearlake
that the job descriptions in Exhibit A attached hereto are hereby approved and the annual
salary ranges are hereby set as follows:

Recreation and Events Coordinator I: Range 37, \$56,614.07 - \$65,537.87 annually

Recreation and Events Coordinator II: Range 45, \$68,773.88 - \$79,614.37 annually

PASSED AND ADOPTED on June 20, 2024 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Mayor, City of Clearlake

ATTEST:

City Clerk, City of Clearlake

CITY OF CLEARLAKE

City Council



STAFF REPORT	
SUBJECT: Consideration of Resolution No. 2024-29, A Resolution of the City of Clearlake, Approving a Temporary Street Closure for the Annual 4th of July Parade on July 6, 2024	MEETING DATE: June 20, 2024
SUBMITTED BY: Tina Viramontes – Recreation Coordinator	
PURPOSE OF REPORT: <input type="checkbox"/> By motion, adopt resolution	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The Lakeshore Lions Club has submitted a special event application for the Annual 4th of July Parade and BBQ to be held on Saturday July 6, 2024. The applicant is requesting temporary street closure as follows

- a) Lakeshore Drive between Olympic Drive and Austin Road from 6:00 am to 10:30 pm for vendor use. Barricades are to remain in place until the conclusion of Fireworks Display at 10:00 pm.
- b) Lakeshore Drive at Golf Street, Emory Avenue, Mullen Avenue, Howard Avenue, Alvita Avenue, and Baylis Avenue from 6:00 am to 12:20pm Consideration

The Parade will start at Redbud Park and end at Austin Park. The BBQ and related activities will be held on Lakeshore Drive near Austin Park and Brass Ring Midway of Fun (Carnival) will be at Austin Resort. The REACH helicopter security will be conducted by the Lake County Fire. The Lakeshore Lions Club plans on setting up vendors within the Lakeshore Drive right-of-way area between Olympic Drive and Austin Road with the BBQ and food vendors closer to Austin Road and non-food vendors set up closer to Olympic Drive.

In addition to the daytime events, the city is sponsoring a concert in Austin Park. This will start at 6:30 pm and will run approximately 75 minutes.

The application and permitting process includes provisions for the sponsor to assume the responsibility for placement and removal of physical barricades as per California Motor Vehicle Code Section 21103 and requires \$1,000,000 in liability insurance coverage naming the City of

Clearlake additional insured, along with other insurance and indemnification provisions

BACKGROUND/DISCUSSION:

OPTIONS:

- 1. Move to approve the Resolution No. 2024-29 for a temporary road closure
- 2. Other direction

FISCAL IMPACT:

None Budgeted Item? Yes No

Budget Adjustment Needed? Yes No If yes, amount of appropriation increase: \$

Affected fund(s): General Fund Measure P Fund Measure V Fund Other:

Comments:

STRATEGIC PLAN IMPACT:

- Goal #1: Make Clearlake a Visibly Cleaner City
- Goal #2: Make Clearlake a Statistically Safer City
- Goal #3: Improve the Quality of Life in Clearlake with Improved Public Facilities
- Goal #4: **Improve the Image of Clearlake**
- Goal #5: Ensure Fiscal Sustainability of City
- Goal #6: Update Policies and Procedures to Current Government Standards
- Goal #7: **Support Economic Development**

SUGGESTED MOTIONS:

Move to approve Resolution 2024-29 for the temporary road closure

Attachments:

1. Resolution 2024-29
2. Map of the parade route

RESOLUTION NO. 2024-29
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLEARLAKE
AUTHORIZING TEMPORARY CLOSURE OF A PORTION OF LAKESHORE DRIVE
THE PURPOSE OF CONDUCTING THE ANNUAL 4TH OF JULY PARADE AND
FESTIVITIES

WHEREAS, the Lakeshore Lions Club has requested permission from the City Council to temporarily close a portion of Lakeshore Drive in the City of Clearlake on July 6, 2024, for the purpose of conducting Annual 4th of July Parade and festivities.

WHEREAS, the City Council of the City of Clearlake deems such closure necessary for the safety of persons using that portion of Lakeshore Drive for said activities pursuant to Section 21101 of the Vehicle Code; and

NOW, THEREFORE, the City Council of the City of Clearlake hereby authorizes the temporary street closure of a portion Olympic Drive at Lakeshore Drive from 6:30am – 10:00pm on the day of the event.

- a) Lakeshore Drive between Olympic Drive and Austin Road from 6:00am for vendor use. Barricades are to remain in place until conclusion of Fireworks Display at 10:00
- b) Lakeshore Drive at Golf Street, Emory Avenue, Mullen Avenue, Howard Avenue, Alvita Avenue, and Baylis Avenue from 6:00 am to 12:20pm

PASSED AND ADOPTED on June 20, 2024, by the following vote:

AYES:

NOES:

ABSTAIN:

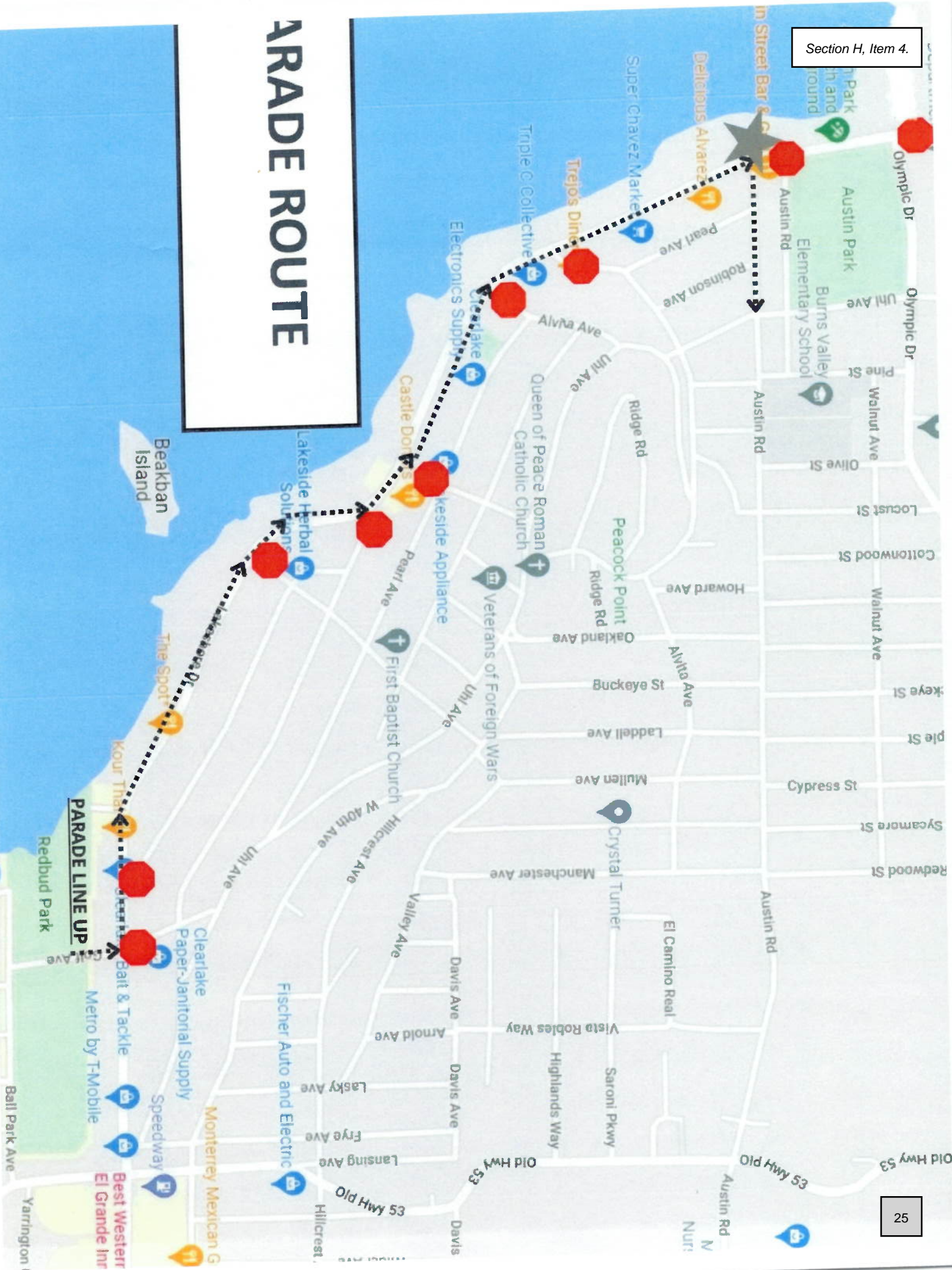
ABSENT:

Mayor, City of Clearlake

ATTEST:

City Clerk, City of Clearlake

PARADE ROUTE



CITY OF CLEARLAKE

City Council



STAFF REPORT	
SUBJECT: Consideration of Resolution 2024-28 Authorizing the Extension of the Temporary Road Closure of Certain Roads, to Reduce Illegal Dumping and to Protect the Environment, and the Public Health and Welfare	MEETING DATE: June 20, 2024
SUBMITTED BY: Adeline Leyba, Public Works Director	
PURPOSE OF REPORT: <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to consider extending the closure of roads to reduce illegal dumping and to protect the environment and public health and welfare.

BACKGROUND/DISCUSSION:

In January of 2023 the City Council had a public hearing and authorized the closure of certain roads to prevent illegal dumping and other illegal activities. Subsequent to this action the city purchased thousands of feet of K-Rail construction barrier, gates and other materials to physically block off the area. While initially effective additional work has been required to strengthen the physical barriers a few times. Staff does believe that the operation has been undoubtably effective in controlling illegal dumping in the area and an extension is warranted. The California Vehicle Code requires a public hearing be conducted every 18 months to extend the road closure.

The impacted areas, commonly referred to as the Gobi Desert, is a largely undeveloped area of the city, which is west of Acacia, north of Sonoma, east of Park and south of Eastlake. The closure shall include all or portions of Oleander, Mint, Peony, Toyon, and Oregon.

OPTIONS:

1. Adopt Resolution 2024-28
2. Provide Direction to Staff.

FISCAL IMPACT:

None Budgeted Item? Yes No
 Budget Adjustment Needed? Yes No If yes, amount of appropriation increase: \$
 Affected fund(s): General Fund Measure P Fund Measure V Fund Other:
 Comments:

STRATEGIC PLAN IMPACT:

- Goal #1: Make Clearlake a Visibly Cleaner City
- Goal #2: Make Clearlake a Statistically Safer City

- Goal #3: Improve the Quality of Life in Clearlake with Improved Public Facilities
- Goal #4: Improve the Image of Clearlake
- Goal #5: Ensure Fiscal Sustainability of City
- Goal #6: Update Policies and Procedures to Current Government Standards
- Goal #7: Support Economic Development

SUGGESTED MOTIONS:

Adopt Resolution 2024-28

Attachments:

Resolution 2024-28

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLEARLAKE AUTHORIZING THE
EXTENSION OF THE TEMPORARY CLOSURE OF A CERTAIN ROADS, TO REDUCE ILLEGAL
DUMPING AND TO PROTECT THE ENVIRONMENT, AND THE PUBLIC HEALTH AND WELFARE**

WHEREAS, the City Council adopted Resolution 2023-03, on January 5, 2023, which approved the temporary closure of the following segment of a road in the City of Clearlake:

- Burns Valley Road – from Arrowhead Dr. to Acacia St.

Pursuant to Vehicle Code section 21101.4, the road closures are for a period of eighteen (18) months;

WHEREAS, the closure was deemed necessary for the health and welfare of the public and the protection of the environment, related to the excessive illegal dumping at these locations;

WHEREAS, the City Council finds that continuation of the temporary for an additional eighteen (18) is necessary. Based upon a recommendation from the Clearlake Police Department, the City Council finds the continuation of the temporary closure will assist in preventing the occurrence of illegal dumping, as the dumping continues to exist near these roads.

WHEREAS, the City finds these roads are not designated as a through highway or arterial street. Vehicular and pedestrian traffic on these roads is a contributing factor to the illegal dumping issue.

WHEREAS, the preceding closure of these roads has not substantially adversely affected traffic flow, safety on the adjacent streets and surrounding neighborhoods, the performance of municipal or public utility services, or the delivery of freight by commercial vehicles in the area of the roads that were temporarily closed.

NOW, THEREFORE, the City Council of the City of Clearlake, incorporated and in light of the above whereas sections, hereby authorizes the temporary road closure of the road segments listed above for an additional eighteen (18) months.

PASSED AND ADOPTED on June 20th, 2024th by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Mayor, City of Clearlake

ATTEST:

City Clerk, City of Clearlake

Agreement between the City of Clearlake and the County of Lake
Road Maintenance Program for 40th Avenue, Davis Avenue, and Moss Avenue
Fiscal Year 2024-25 through Fiscal Year 2028-29

This Agreement entered the _____ day of _____, 2024 between the City of Clearlake, hereinafter called “City” and the County of Lake, hereinafter called “County”, is as follows:

WHEREAS, the County owns and operates the Eastlake Sanitary Landfill at 16015 Davis Avenue in Clearlake, which is the primary solid waste disposal option for Lake County residents and businesses; and

WHEREAS, the City-maintained streets of 40th Avenue, Moss Avenue, and Davis Avenue, from State Highway 53 to the Eastlake Sanitary Landfill gate, is the principal route for landfill traffic; and

WHEREAS, City and County agree to enter into this agreement to proportionately share in the cost to maintain 40th Avenue, Moss Avenue and Davis Avenue from State Highway 53 to the Eastlake Landfill gate; and

WHEREAS, the City and County proportionate contributions have been established by the most current population figures provided by the California Department of Finance; and

WHEREAS, “Exhibit A” attached to this agreement shows the City and County responsibilities for “specified” and “routine” maintenance.

NOW THEREFORE, It Is Agreed As Follows:

1. City agrees to advise County during its budgeting process whenever the City anticipates performing “routine” maintenance work on 40th Avenue, Davis Avenue, and/or Moss Avenue in excess of \$10,000 during the following fiscal year. City agrees to submit to the County a summary invoice by May 31st of each fiscal year for the cost of “routine” maintenance performed on 40th Avenue, Moss Avenue and Davis Avenue and will provide documentation of said expenditures upon request by County. County agrees to reimburse City at the agreed upon percentages established in section #4 of this Agreement within thirty (30) days of receipt of invoice from City.
2. County and City agree that the County Public Services Director and City Manager, or his/her designee, shall mutually agree on specifications for the “specified” maintenance identified in “Exhibit A” of this Agreement. County and City further agree that the County Public Services Director and City Manager or his/her designee shall mutually agree upon the scheduling of “specified” maintenance and City shall be responsible for administering any contracts for “specified” maintenance. City agrees to pay all costs associated with work performed for “specified” maintenance. County agrees to reimburse City in

accordance with the agreed upon percentages in section #4 of this Agreement within thirty (30) days of receipt of invoice from City with documented expenses for all work completed.

- 3. City agrees that funds committed by County to City for 40th Avenue, Moss Avenue and Davis Avenue maintenance shall be used exclusively for maintenance of those roadways.
- 4. The County's contribution for 40th Avenue, Moss Avenue and Davis Avenue maintenance for projects during the term of this agreement shall be 75.3%, and City's responsibility shall be 24.7%, of the total cost as specified in "Exhibit A" of this.
- 5. This Agreement shall be effective for Fiscal Years 2024-25 through 2028-29.

In Witness Whereof, said parties to this agreement have set their hands the day and year first above written.

City of Clearlake

County of Lake

Mayor

Chair, Board of Supervisors

Attest:
City Clerk

Attest:
Clerk of the Board

By: _____

By: _____

Approved As To Form:

Approved As To Form:

Ryan Jones, City Attorney



Lloyd Guintivano, County Counsel

Exhibit A

**Maintenance Program
40th Avenue, Moss Avenue and Davis Avenue**

Specified Maintenance Program FY 2024-25 through FY 2028-29

1. 2025 – Micro surface Type 2 and Type 3
2. 2029 - Fog seal

Routine Maintenance Program FY 2024-25 through FY 2028-29

“Routine” means the various maintenance activities to include pothole repairs, striping, sign repair, drainage culvert/swale clean out or repair, glass and litter cleanup, etc.

	2024 Population Estimate	%
Clearlake	16,553	24.7%
Lakeport	4,982	7.4%
Unincorporated County	45,466	67.9%
	67,001	100%

Population numbers are from the Department of Finance’s Population Estimates for January 1, 2024.



STAFF REPORT	
SUBJECT: Continuation of Director of Emergency Services/City Manager Proclamation Declaring a Local Emergency for Winter Storms	
SUBMITTED BY: Melissa Swanson, Administrative Services Director/City Clerk	
PURPOSE OF REPORT: <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL:

On February 9, 2024, the Director of Emergency Services/City Manager issued a Proclamation of Local Emergency due to winter storms (attached), which was ratified by the City Council on February 15, 2024.

Pursuant to Section 2-11.6.a.6.a of the Clearlake Municipal Code, the Director is empowered to make and issue rules and regulation on matters reasonably related to the protection of life and property as affected by such emergency; provide, however such rules and regulations must be confirmed at the earliest practical time by the City Council. Thereafter, the emergency declaration must be continued by affirmation of the Council every 30 days.

Staff believe there is still a need to continue the local emergency order and it is in the best interests of the City to have the Council ratify and continue this order until the state of emergency can be lifted.

OPTIONS:

- 1. Continue to ratify order.

FISCAL IMPACT:

None Budgeted Item? Yes No

Budget Adjustment Needed? Yes No If yes, amount of appropriation increase: \$

Affected fund(s): General Fund Measure P Fund Measure V Fund Other:

Comments:

STRATEGIC PLAN IMPACT:

- Goal #1: Make Clearlake a Visibly Cleaner City
- Goal #2: Make Clearlake a Statistically Safer City
- Goal #3: Improve the Quality of Life in Clearlake with Improved Public Facilities
- Goal #4: Improve the Image of Clearlake

- Goal #5: Ensure Fiscal Sustainability of City
- Goal #6: Update Policies and Procedures to Current Government Standards
- Goal #7: Support Economic Development

SUGGESTED MOTIONS:

- Attachments:** 1) Proclamation Declaring a Local Emergency for Winter Storms



City of Clearlake

14050 Olympic Drive, Clearlake, California 95422
(707) 994-8201 Fax (707) 995-2653

PROCLAMATION BY THE CITY OF CLEARLAKE DIRECTOR OF EMERGENCY SERVICES DECLARING A LOCAL EMERGENCY FOR WINTER STORMS

WHEREAS, City of Clearlake Municipal Code Section 2-11.6 empowers the Director of Emergency Services (City Manager) to proclaim the existence or threatened existence of a local emergency when the city is affected or likely to be affected by a public calamity and the City Council is not in session; and

WHEREAS, Government Code Section 8550 et seq., including Section 8558(c), authorize the City Manager to proclaim a local emergency when the City is threatened by conditions of disaster or extreme peril to the safety of persons and property within the City that are likely to be beyond the control of the services, personnel, equipment, and facilities of the City; and

WHEREAS, starting on February 2, 2024 a winter storm resulted in high winds and heavy rain; and

WHEREAS, these conditions have caused a loss of stability to trees and hillsides, including significant damage to property, infrastructure and public safety within the city limits; and

WHEREAS, the mobilization of local resources, ability to coordinate interagency response, accelerate procurement of vital supplies, use mutual aid, and allow for future reimbursement by the state and federal governments will be critical to successfully responding to the impacts of the winter storms; and

WHEREAS, the City Manager, as the City's Director of Emergency Services, has the power to declare a local emergency as authorized by Government Code section 8630 and Clearlake Municipal Code section 2-11.6.

NOW, THEREFORE, IT IS PROCLAIMED AND ORDERED by the City Manager of the City of Clearlake as follows:

- A. A local emergency exists based on the existence of conditions of disaster or of extreme peril to the safety of persons and property, as detailed in the recitals set forth above.
- B. The area within the City which is endangered and/or imperiled.
- C. During the existence of this local emergency, the powers, functions, and duties of the emergency organization of this City shall be those prescribed by state law and by ordinances, resolutions, and orders of this City, including but not limited to the City of Clearlake Emergency Operations Plan.
- D. The City Council shall review and ratify this proclamation within seven (7) days as required by state law, and if ratified, shall continue to exist until the City Council proclaims the termination of this local emergency. The City Council shall review the need for continuing the local emergency as required by state law until it terminates the local emergency, and shall terminate the local emergency at the earliest possible date that conditions warrant.
- E. That a copy of this proclamation be forwarded to the Director of California Governor’s Office of Emergency Services requesting that the Director find it acceptable in accordance with State Law; that the Governor of California, pursuant to the Emergency Services Act, issue a proclamation declaring an emergency in the City of Clearlake; that the Governor waive regulations that may hinder response and recovery efforts; that recovery assistance be made available under the California Disaster Assistance Act; and that the State expedite access to State and Federal resources and any other appropriate federal disaster relief programs.

DATED: February 9, 2024



Alan D. Flora
Director of Emergency Services

MINUTES OF PREVIOUS MEETING

May 8, 2024

Prior to the Board Meeting, a 2-hour training to fulfill the requirements set forth by AB 1825 and AB 1661 was held in the District's board room. The training consisted of a webinar titled "2024 Sexual Harassment Prevention Training for Supervisors" provided by the California Special Districts Association (CSDA). The training was open to the public.

The regular monthly meeting of the Board of Trustees of the Lake County Vector Control District was called to order at 1:30 P.M. by President Giambruno.

Board Present: Rob Bostock, Curt Giambruno, Ron Nagy, Frank Lincoln, and George Spurr.

Absent: None.

District Personnel: Jamesina Scott, Ph.D., Manager and Research Director and Ms. Jacinda Franusich, Office Manager.

Guests: Mr. Austris Rungis of Industrial Employers Distributors Association (IEDA) attending the Closed Session via Zoom.

Citizen's Input: None.

Agenda additions/Deletions: Agenda Item 13 Approve Budget Transfers was deleted, as no Budget Transfers were required.

Convene to Closed Session at 1:32 P.M.

Closed Session

Closed Session for Conference with Labor Negotiators, pursuant to Government Code 54957.6 for the purpose of reviewing its position and instructing the LCVCD's designated representatives: Jamesina J. Scott (District Manager) and Austris Rungis (IEDA).

Convene to Open Session at 2:20 P.M.

Report from Closed Session

No reportable actions taken.

Approve Minutes of April 17, 2024 Regular Meeting

Mr. Bostock moved to approve the minutes of the April 17, 2024 Regular Meeting. Mr. Lincoln seconded the motion. Motion carried unanimously.

Research Report for April 2024

Dr. Scott reported on arbovirus activity. No West Nile virus (WNV) activity has been reported in Lake County in 2024.

For the rest of California, fourteen dead birds from five counties have tested positive for WNV, and one mosquito sample from Alameda County has tested positive for WNV as well.

Dr. Scott reported on adult biting fly activity. Twenty-two carbon dioxide-baited traps were set in various locations around the county in April. The most abundant mosquito species collected was *Aedes sierrensis*.

New Jersey light traps were set near Borax Lake and in the Reclamation in April. Among the mosquito species collected were *Culiseta incidens*, *Culiseta inornata*, *Aedes increpitus*, and *Culex tarsalis*.

Dr. Scott reported on tick testing. Seven *Ixodes pacificus* ticks that Lake County residents removed from themselves have been submitted to the Sonoma County Public Health Laboratory for testing for *Borrelia burgdorferi*. All the samples were negative.

Dr. Scott reported on Clear Lake Gnat, Chironominae, and Tanypodinae Surveillance in Clear Lake. Lake checks were not completed in April due to staff availability and weather.

Operation Report for April 2024

The rain gauge at the LCVCD office in Lakeport received 1.15 inches of rain in April. Total rainfall for the season is 28.93 inches.

On April 1, the level of Clear Lake was 8.02 feet on the Rumsey Gauge. The lake level was 7.63 feet by the end of April.

District Vector Control Technicians completed 93 service requests in April, with 252 requests received online. In addition, the Vector Control

Technicians treated 48 larval sources in April, and 31 septic tanks damaged in the Valley Fire were treated as well.

In April, Vector Control Technician Sandi Courcier and Lake County Environmental Health Technician Shanna Parsons collaborated on a multi-day damaged septic tank site visit. Ms. Parsons took photos and geocoded each location to link the septic tanks to their corresponding addresses and owners. Lake County Environmental Health is drafting a letter for non-compliant property owners. The letter will incorporate verifiable documentation to ensure compliance with the California Health and Safety Codes.

Two of the District's ultra-low volume (ULV) sprayers stopped functioning in April. After in-house trouble shooting produced no results in diagnosing the problem, the Sutter-Yuba Mosquito and Vector Control District offered to help. Vector Control Technician Brad Hayes spent a day at Sutter-Yuba working with their staff to find the problem on one of the units, and they loaned us one of their units and continued working on the problem. Eventually, the problem was solved and a new motor controller, voltage converter, and relay were installed.

On April 11, the District's Conference Room was used by Lake County Water Resources for a planning session for the Clear Lake Integrated Science Symposium scheduled for later in the summer. In addition, the conference room was used by Lake County Public Health on April 18.

The District hired Avery Thurman to fill the seasonal Field/Lab Assistant position. He began work on April 22.

The District is in the process of hiring an Entomologist. The position was posted on job boards, including MVCAC, AMCA, SOVE, PacVec, ZipRecruiter, and Indeed. The position was also posted on the District's website.

Vector Biologist Michelle Koschik, and Laboratory Technician Kara Gaylor represented the District at the Konocti Unified School District's Lower Lake Career Day on April 10.

On April 18 the District issued a media release to remind residents what they can do to prevent mosquitoes and enjoy being outside this spring.

Dr. Scott and Vector Control Technician's Brad Hayes and Julian Chavez met with Leading Edge Associates on April 19 to review the drone application they made for the District in March.

Dr. Scott attended the Employer Risk Management Authority (ERMA) spring Board of Director's Meeting in Sacramento on April 23.

Dr. Scott attended the Mosquito and Vector Control Association of California (MVCAC) Sacramento Valley Regional Meeting on April 17.

On April 25, Dr. Scott attended the MVCAC spring Board of Director's Meeting via Zoom.

Dr. Scott has been reviewing applications and conducting interviews for the District's Entomologist position. Dr. Scott hopes to hire an entomologist in May.

Dr. Scott and Office Manager Jacinda Franusich attended a webinar sponsored by the California Special District's Association (CSDA) in April. The webinar was titled "The Do's and Don'ts of Payroll, Taxes, and CalPERS."

Dr. Scott is continuing to review and prepare updates to the District's policy handbook.

Dr. Scott has been working with CalSurv to import existing sources from the District's National Pollution Discharge and Elimination Permit (NPDES) annual report.

Dr. Scott has been meeting with the District's Labor Negotiator, Austris Rungis, to prepare for upcoming Memorandum of Understanding (MOU) negotiations.

Consideration of Resolution No. 24-02 A Resolution Establishing the 2024-2025 Proposition 4 Appropriations Limit

After some discussion, Mr. Spurr moved to approve Resolution 24-02 A Resolution Establishing the 2024-2025 Proposition 4 Appropriations Limit. Mr. Nagy seconded the motion. Motion carried by roll call vote as follows: 5 in favor (Mr. Bostock, Mr. Giamb Bruno, Mr. Nagy, Mr. Lincoln, and Mr. Spurr), and none opposed.

Adopt a Proposed Lake County Vector Control District Budget for FY 2024-2025

After some discussion, Mr. Spurr moved to approve the Proposed Lake County Vector Control District Budget for FY 2024-2025. Mr. Nagy seconded to motion. Motion carried unanimously.

Approval of Checks for the Months of May 2024

Mr. Nagy moved to approve Check Nos. 22487-22535 for the month of May 2024 in the amount of \$84,315.38. Mr. Spurr seconded the motion. Motion carried unanimously.

Other Business

Dr. Scott reminded the Board that they may submit photos of themselves for the Trustee section of the District’s website.

Announcement of Next Regular Board Meeting

The next regular meeting of the Board of Trustees of the Lake County Vector Control District will be at 1:30 P.M. on June 12, 2024 in the LCVCD Board Room, 410 Esplanade, Lakeport, CA 95453.

Mr. Nagy moved to adjourn the meeting. Mr. Spurr seconded the motion. Motion carried unanimously. There being no other business the meeting was adjourned by President Giamb Bruno at 3:19 P.M.

Respectfully submitted,

Ronald Nagy
Secretary



CITY COUNCIL REGULAR MEETING

Clearlake City Hall Council Chambers

14050 Olympic Dr, Clearlake, CA

Thursday, June 06, 2024

Closed Session 5:00 PM

Regular Meeting 6:00 PM

MINUTES

Zoom Link: <https://clearlakeca.zoom.us/j/89751530051?pwd=dRamqch5CrZQJAYBDxC8JyLzZXHxNG.1>

A. 5:00 PM CLOSED SESSION

PRESENT

Mayor David Claffey

Vice Mayor Joyce Overton

Council Member Russ Cremer

Council Member Russ Perdock

Council Member Dirk Slooten

(1) Conference with Labor Negotiators: Pursuant to Government Code Section 54957.6: Agency designated representatives: City Manager Flora, Finance Director Wells, Administrative Services Director Swanson; Employee Organization: Clearlake Middle Management Association and Clearlake Police Officers Association

(2) CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION - Initiation of litigation pursuant to Government Code § 54956.9(d)(4): (1 case)

City Attorney Jones announced there was no action taken in closed session.

B. 6:00 PM REGULAR SESSION ROLL CALL

PRESENT

Mayor David Claffey

Vice Mayor Joyce Overton

Council Member Russ Cremer

Council Member Russ Perdock

Council Member Dirk Slooten

C. PLEDGE OF ALLEGIANCE

D. INVOCATION/MOMENT OF SILENCE

E. ADOPTION OF THE AGENDA

Motion made by Council Member Perdock, Seconded by Council Member Cremer.
Voting Yea: Mayor Claffey, Vice Mayor Overton, Council Member Cremer, Council Member Perdock, Council Member Slooten

F. ANNOUNCEMENT OF ACTION FROM CLOSED SESSION

City Attorney Jones announced there was no action taken in closed session.

G. PRESENTATIONS

3. Presentation of a Proclamation Declaring June 2024 as LGBTQIA+ Pride Month

H. PUBLIC COMMENT

Michael Graves spoke regarding the sale of the airport property to Adventist Health.

Brian Hughes spoke about the difference between a discussion and statement at a City Council meeting. He stated the City Council meetings are not discussions and he is frustrated with the process.

Chris Whiley asked for information on how they can run for Mayor of Clearlake.

Brian Hughes spoke on behalf of Highlands Water Company. He stated his frustration with his perception of the City Council's process. He stated Highlands Water Company would like to meet with the Council.

Charles Maverick Thompson urged the Council to work cohesively.

Margaret Garcia spoke regarding an incident over the holiday weekend. She stated she hit a pothole and it flattened her tire. She asked that the roads be fixed. She stated the Council is accessible and the meetings are open for discussion.

Stephanie Hummel spoke regarding the senior center and asked if it will be a cooling center. She also thanked the Council for getting the road fixed across from the senior center.

Clover Gain spoke regarding a large pile of branches and leaves on Hillcrest Avenue on top of a fire hydrant. He stated that there is a lot of fire fuel around the city. He also stated he supports Highland Water Company.

Jeffrey Dryden apologized for seeming to criticize the City that morning at the Judge's Breakfast.

I. CONSENT AGENDA

Council Member Slooten asked that Item #7 be taken under separate discussion. This item was discussed and motion was made by Council Member Slooten, seconded by Vice Mayor Overton to adopt Resolution No. 2024-23, Calling For and Giving Notice of the General Municipal Election.

Voting Yea: Mayor Claffey, Vice Mayor Overton, Council Member Cremer, Council Member Perdock, Council Member Slooten

Motion made to adopt the remaining items by Council Member Cremer, Seconded by Council Member Slooten.

Voting Yea: Mayor Claffey, Vice Mayor Overton, Council Member Cremer, Council Member Perdock, Council Member Slooten

- 4. Warrants
Recommended Action: Receive and file
- 5. Minutes
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. Adoption of Resolution No. 2024-23, Calling For and Giving Notice of the General Municipal Election
Recommended Action: Adopt resolution and consolidate election services with the County of Lake

J. BUSINESS

- 8. Presentation on Clearview AI Investigative Platform

Lt. Snyder gave the staff report. Scott Geiser with Clearview AI gave an overview of the program.

No action was taken by Council on this item.

- 9. Award of Contract for the Wayfinding and Digital Marquee Signage Projects
Recommended Action: Move to approve the contract with SQUARE SIGNS LLC Design in the amount of \$306,560.

Public Works Director Leyba gave the staff report.

Motion made by Council Member Slooten, Seconded by Council Member Cremer.

Voting Yea: Mayor Claffey, Vice Mayor Overton, Council Member Cremer, Council Member Perdock, Council Member Slooten

- 10. Award of Contract for the South Ballpark Road Rehabilitation Project
Recommended Action: Authorize City Manager to enter into a contract with Argonaut Constructors for the South Ballpark Road Rehabilitation Project in the amount of

\$2,018,696.00 and authorize the City Manager to approve up to 10% for additional unforeseen contract amendments.

Public Works Director Leyba gave an overview of road projects.

Motion made by Council Member Slooten, Seconded by Vice Mayor Overton.

Voting Yea: Mayor Claffey, Vice Mayor Overton, Council Member Cremer, Council Member Perdock, Council Member Slooten

11. Award of Contract for the Tree Streets Road Rehabilitation Project

Recommended Action: Authorize City Manager to enter into a contract with All American Construction for the Tree Streets Road Rehabilitation Project and authorize the City Manager to approve up to 10% for additional unforeseen contract amendments.

Public Works Director Leyba gave the contract amount of \$3,228,400.20.

Motion made by Council Member Slooten, Seconded by Council Member Perdock.

Voting Yea: Mayor Claffey, Vice Mayor Overton, Council Member Cremer, Council Member Perdock, Council Member Slooten

12. Award of Contract for the Clearlake Park Road Rehabilitation Project

Recommended Action: Authorize City Manager to enter into a contract with Lamon Construction for the Clearlake Park Road Rehabilitation Project in the amount of \$6,164,002.40 and authorize the City Manager to approve up to 10% for additional unforeseen contract amendments.

Public Works Director Leyba gave the staff report. City Attorney Jones announced there was a bid protest. It was determined to be a minor irregularity by the City Attorney and the bid can be awarded.

Motion made by Council Member Cremer, Seconded by Council Member Perdock.

Voting Yea: Mayor Claffey, Vice Mayor Overton, Council Member Cremer, Council Member Perdock, Council Member Slooten

13. Presentation and Discussion on Clearlake's Water Providers

Recommended Action: Provide Direction to Staff

No action was taken by the Council.

K. CITY MANAGER AND COUNCILMEMBER REPORTS

L. FUTURE AGENDA ITEMS

M. ADJOURNMENT

The meeting was adjourned 10:16 p.m.



Melissa Swanson, Administrative Services Director/City Clerk

CITY OF CLEARLAKE

City Council



STAFF REPORT	
SUBJECT: Approve Amendment to Professional Services Agreement with GEI Consulting for Project Management and Technical Support from \$24,500 to a new total of \$100,000	MEETING DATE: June 20, 2024
SUBMITTED BY: Alan D. Flora, City Manager	
PURPOSE OF REPORT: <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL:

City Council will consider amending an existing agreement with GEI Consulting for project management and technical support for a new total of \$100,000.

BACKGROUND/ DISCUSSION:

On November 8, 2023 the City executed an agreement with GEI Consulting for project management and technical support for a total of \$24,500. This agreement includes general support related to water issues within the City. Mr. Robert Roscoe has been the primary GEI staff member working with the City. His expertise has been valuable in planning and responding to water issues within the City. Staff recommend increasing the contract maximum of the contract for a new total of \$100,000.

OPTIONS:

1. Approve Amendment of Agreement with GEI Consulting for a new total of \$100,000 and Authorize the City Manager to Sign.
2. Provide Direction to Staff.

FISCAL IMPACT:

None \$75,500 Budgeted Item? Yes No

Budget Adjustment Needed? Yes No If yes, amount of appropriation increase: \$

Affected fund(s): General Fund Measure P Fund Measure V Fund Other:

Comments: Project Funds

STRATEGIC PLAN IMPACT

- Goal #1: Make Clearlake a Visibly Cleaner City
- Goal #2: Make Clearlake a Statistically Safer City

- Goal #3: Improve the Quality of Life in Clearlake with Improved Public Facilities
- Goal #4: Improve the Image of Clearlake
- Goal #5: Ensure Fiscal Sustainability of City
- Goal #6: Update Policies and Procedures to Current Government Standards
- Goal #7: Support Economic Development

Attachment:

CITY OF CLEARLAKE

City Council



STAFF REPORT	
SUBJECT: Approve the Sale of Real Property Located at 4192 Hemlock Ave., Clearlake for \$20,000	MEETING DATE: June 20, 2024
SUBMITTED BY: Alan D. Flora, City Manager	
PURPOSE OF REPORT: <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL:

City Council will consider the sale of real property located at 4192 Hemlock Avenue, Clearlake.

BACKGROUND/ DISCUSSION:

In 2008 the City provided a \$10,000 loan to the property owner at 4192 Hemlock Avenue, Clearlake. In 2023 the City initiated foreclosure proceedings on the property for non-payment. The City Council approved accepting the property on October 5, 2023. Recently the neighboring property owner reached out requesting to purchase the property and staff have negotiated a sale price of \$20,000. The property previously housed a manufactured home but is now vacant.

OPTIONS:

1. Approve the Sale of Real Property Located at 4192 Hemlock Ave., Clearlake for \$20,000 and Authorize the City Manager to Execute the Necessary Documents.
2. Provide Direction to Staff.

FISCAL IMPACT:

None \$20,000 Budgeted Item? Yes No
 Budget Adjustment Needed? Yes No If yes, amount of appropriation increase: \$
 Affected fund(s): General Fund Measure P Fund Measure V Fund Other:
 Comments: Revenue to Housing Fund

STRATEGIC PLAN IMPACT

- Goal #1: Make Clearlake a Visibly Cleaner City
- Goal #2: Make Clearlake a Statistically Safer City
- Goal #3: Improve the Quality of Life in Clearlake with Improved Public Facilities
- Goal #4: Improve the Image of Clearlake

- Goal #5: Ensure Fiscal Sustainability of City
- Goal #6: Update Policies and Procedures to Current Government Standards
- Goal #7: Support Economic Development

Attachment:

CITY OF CLEARLAKE

City Council



STAFF REPORT	
SUBJECT: Adoption of the Amendment to Legal Services Agreement for City Attorney Services with Jones Mayer	MEETING DATE: June 20, 2024
SUBMITTED BY: Melissa Swanson, Administrative Services Director/City Clerk	
PURPOSE OF REPORT: <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to adopt an amendment for City Attorney services with Jones Mayer and authorize the Mayor to sign the amendment.

BACKGROUND/DISCUSSION:

Jones Mayer is the City Attorney firm for the City of Clearlake since 2014 and has extensive municipal experience. The original agreement from 2014 was updated with a new agreement in 2015.

Jones Mayer seeks to amend the 2015 agreement. The amendment and the original agreement are attached to this staff report.

OPTIONS:

- 1. Move to adopt amendment
- 2. Other direction

FISCAL IMPACT:

None \$ Budgeted Item? Yes No

Budget Adjustment Needed? Yes No If yes, amount of appropriation increase: \$

Affected fund(s): General Fund Measure P Fund Measure V Fund Other:

Comments:

STRATEGIC PLAN IMPACT:

- Goal #1: Make Clearlake a Visibly Cleaner City
- Goal #2: Make Clearlake a Statistically Safer City
- Goal #3: Improve the Quality of Life in Clearlake with Improved Public Facilities
- Goal #4: Improve the Image of Clearlake

- Goal #5: Ensure Fiscal Sustainability of City
- Goal #6: Update Policies and Procedures to Current Government Standards
- Goal #7: Support Economic Development

SUGGESTED MOTIONS:

Move to adopt the amendment and authorize the Mayor to sign.

- Attachments:** 1) 2015 Agreement
2) Proposed Amendment

**RETAINER AGREEMENT
FOR CITY ATTORNEY SERVICES
CITY OF CLEARLAKE**

This Retainer Agreement for City Attorney Services ("Agreement") is made and entered into by and between the LAW OFFICES OF JONES & MAYER ("Jones & Mayer") and the CITY OF CLEARLAKE (the "City"), a municipal corporation of the State of California.

RECITALS

- A. Jones & Mayer is a firm in the general practice of law with extensive municipal experience, and is fully able to carry out the duties described in this Agreement.

- B. The City desires to contract with Jones & Mayer to provide contract legal services to the City.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual terms and conditions set forth in this Agreement, Jones & Mayer and the City agree as follows:

1. **APPOINTMENT OF CONTRACT CITY ATTORNEY**

A. Ryan R. Jones is hereby designated and appointed as Contract City Attorney ("City Attorney") of the City, and shall serve and be compensated as provided by this Agreement. The City Attorney shall process, coordinate, and direct, as necessary, all legal services provided under this Agreement in order to maximize the timeliness and usefulness of the delivery of such services. To the extent required by the City Council, the City Attorney shall attend all City Council meetings and other meetings, and be available at all reasonable times to the Mayor and City Council, the City Manager, and persons designated by the City Manager, in relationship to all legal services to be furnished by Jones & Mayer under this Agreement. The City Attorney shall also direct and coordinate all internal activities so that all services provided by Jones & Mayer under this Agreement to the City shall be fully competent, professional, consistent, timely, and in accordance with the standards prevalent in the industry. It is expressly understood that the experience, knowledge, capability, and reputation of the designated and appointed City Attorney are a substantial inducement for the City to enter into this Agreement. The City Attorney shall be responsible during the term of this Agreement for directing all activities of Jones & Mayer on behalf of the City and devoting such time as necessary to personally supervise such services. The primary assignment of the City Attorney shall not be changed by Jones & Mayer without the express approval of the City.

B. All attorneys of Jones & Mayer assigned to perform approved City business shall, at all times while this Agreement is in effect and at their sole cost and expense, be fully qualified and licensed to practice law in the State of California and before all appropriate federal courts and other bodies and tribunals.

C. Effective Date and Term: The term of this Agreement shall be for five (5) years. Upon mutual agreement of the parties, the Agreement may be extended for three (3) additional two (2) year terms.

The term of this Agreement shall commence on August 1, 2015. City and Jones & Mayer may terminate the Agreement at any time, as provided in Section 11 of this Agreement.

2. SCOPE OF WORK

A. Jones & Mayer agrees to perform all necessary legal services as Contract City Attorney, and shall:

1. Attend all regularly scheduled and special City Council meetings and City Council study sessions.
2. Provide legal services on-site during office hours at City Hall as needed. These hours of on-site service will be at regularly scheduled times made known to all members of the City Council and to all department heads so as to facilitate informal, direct access to legal counsel as necessary.
3. Attend other meetings at City Hall or via conference call as required by the City Council or the City Manager.
4. Advise the City Council; appointed Commissions, Committees, and Boards; City staff; and other City officials on all legal matters pertaining to City business.
5. Prepare, review, and approve as to form, contracts, agreements, resolutions, ordinances, and all other standard City documents.
6. Prepare such written and oral legal opinions as shall, from time to time, be requested by the City.
7. Perform such other routine legal services as are required, from time to time, by the City Council or the City Manager.
8. Represent the City and the City's officials, officers, and employees in litigation and administrative proceedings as directed by the City Council or the City Manager.
9. At the request of the City, Jones and Mayer may be asked to provide an estimate of hours and cost to complete a special project or task assigned by the City Manager, or designee, the City Council.
10. Prosecution of Clearlake Municipal Code violations shall be provided by Jones & Mayer, if requested under this Agreement. The City Prosecutor or his/her designees shall provide those legal services which are determined to be reasonably required to represent City, and shall take reasonable steps to keep City informed of progress and to respond to City's

inquiries. City understands that the City Prosecutor and his designees will be exercising their independent prosecutorial judgment in connection with all code enforcement matters in consultation with City's staff.

11. Provide legal services and representation to the Successor Agency to the former Redevelopment Agency, the Housing Authority and any other Authority or District formed by the City.

B. The City reserves the right to retain, at its sole option, other legal counsel for specialized legal matters. The City Attorney will supervise outside legal counsel's work. This reservation of rights does not preclude the City from assigning these matters to Jones & Mayer as part of the scope of duties under this Section 2 or requesting recommendations concerning the selection of outside legal counsel.

3. COMPENSATION

Jones and Mayer shall be compensated under the terms of this Agreement as follows:

A. General Legal Services

The City shall pay Jones & Mayer a retainer of \$7,425 per month, which amount will cover general legal services up to 45 hours per month. General legal services in excess of a total of 45 hours shall be billed at the rate of \$175.00 per hour. After six months of Jones & Mayer providing legal services for the City, the City may evaluate whether 45 hours of general legal services adequately serves the City's legal needs. Should the City desire more or less than 45 hours of general legal services, the City and Jones & Mayer shall reasonably agree to adjust the number of hours under the retainer accordingly.

B. Successor Agency Services

Basic consultation services related to the Successor Agency may, at the option of the City, be included in the category of general legal services and included in calculation of hours against the City's retainer. However, specialized legal services for the Successor Agency (such as preparing for and attending Meet and Confer Conferences), litigation and non-litigation legal services for special projects shall be provided under separate contract.

C. Specialized Legal Services/Special Projects

Specialized projects and non-litigation legal services not included within the retainer shall be billed to the City at the rate of \$175 per hour. Paralegal services, for non-litigation legal services not included in the retainer shall be billed at the rate of \$100 per hour. All costs and expenses, except for those as set forth in Section 3.G below shall be deemed included in the foregoing hourly billing rates. The retainer shall be prorated for the first partial month of services provided hereunder.

D. Litigation Services

Litigation matters approved by the City Manager and/or City Council shall not be included in the retainer amount. Litigation legal services shall be billed at the rate of \$200 per hour. Paralegal services shall be billed at the rate of \$100 per hour. All costs and expenses, except for those as set forth in Section 3.G below shall be deemed included in the foregoing hourly billing rates.

E. Code Enforcement Services

Jones & Mayer agrees to perform all necessary legal services as Contract City Prosecutor. Fees for code enforcement matters shall be \$185.00 per hour. Paralegal services shall be billed at the rate of \$100 per hour. All costs and expenses, except for those as set forth in Section 3.G below shall be deemed included in the foregoing hourly billing rates.

F. Billing and Rate Increases

Jones & Mayer shall provide a monthly billing report indicating actual time spent under the retainer, litigation matters, and additional specialized projects.

The foregoing retainer and hourly rates shall remain in full force and effect for two (2) years. Thereafter, the foregoing billing rates shall be adjusted annually (effective as of the anniversary date of this Agreement) to reflect any increase in the cost of living based on the Consumer Price Index increase for the prior year utilizing the standard as established by the Bureau of Labor Statistics of the U.S. Department of Labor for consumers in the Lake County area, or another mutually agreed upon index based on comparable data should the Consumer Price Index established by the Bureau of Labor Statistics be unavailable not to exceed 5% per year.

G. Billable Activities for General Legal Services/Expenses

The firm does not bill mileage, fax, word processing, small reproduction matters (under 100 pages), or simple computer legal research costs. Additionally, it is agreed that the cost for administrative staff to perform clerical duties including but not limited to reviewing emails, scheduling meetings or general office filing will not be billable expenditures. Legal research for a particular issue that is over five hours requires pre-approval. When billing for legal research, the entry must reflect a description of the topic researched and its relevance to the effort.

Jones & Mayer shall be reimbursed for direct out-of-pocket expenses actually and necessarily incurred in the course of providing legal services under this Agreement in preparation for and maintaining the prosecution or defense of litigation, including without limitation: court costs, jury fees, service costs, witness fees, deposition costs, reporters' fees, title reports, photographs, diagrams, maps, and similar expenses.

H. Monthly Statements

Jones & Mayer shall submit statements of all payments due under this Agreement on a monthly basis to the City Manager. All work performed by Jones & Mayer shall be billed in increments of tenths of an hour. The statement shall be in a form approved by the City, and shall set forth a description of all work performed, the hours worked, the identity of each person performing the work, the rate charged, the identity of the person requesting work, and any litigation costs or expenses eligible for reimbursement.

I. Payment

All hours shall be billed by the 15th day of each month following the close of the month for which hours are being provided. Payment for hours shall be due and payable within thirty days following submission of the billing statement to the City.

4. PROHIBITION AGAINST SUBCONTRACTING DELEGATING OR ASSIGNMENT

Jones & Mayer shall not contract with or delegate to any individual or other entity to perform on the City's behalf, in whole or in part, any of the services required under this Agreement without the prior express approval of the City. In addition, neither this Agreement nor any interest herein may be assigned or transferred, voluntarily or by operation of law, without the prior express approval of the City.

5. CONFLICT OF INTEREST

Jones & Mayer shall at all times avoid conflicts of interest in the performance of this Agreement. In the event that a conflict arises, Jones & Mayer shall immediately notify City. Within thirty (30) days following execution of this Agreement, Jones & Mayer shall file a conflict of interest disclosure statement setting forth any information related to potential conflicts of interest to the extent such disclosure is required by law, including City's adopted conflict of interest code.

6. INDEPENDENT CONTRACTOR

Jones & Mayer shall perform all services required under this Agreement as an independent contractor of the City, and shall remain at all times as to City a wholly independent contractor with only such obligations as are consistent with that role. Jones & Mayer shall not at any time or in any manner represent that it or any of its employees or agents are City employees.

7. DISPUTE RESOLUTION

If any dispute or disagreement arises between the City and Jones & Mayer as to any matter relating to this Agreement, including but not limited to the scope of services, the performance of the respective responsibilities of the City and Jones & Mayer, the quality of the services rendered, and the billing of such services, the City and Jones & Mayer agree to confer and attempt to resolve the matter informally. If the parties cannot agree, they agree that they will

refer the dispute for resolution to mediation to the fullest extent permitted by law. The parties are aware that mediation is a voluntary process and pledge to cooperate fully and fairly with the mediator in an attempt to reach a mutually satisfactory compromise of any dispute or disagreement. The mediator shall be chosen by mutual agreement of the parties, and mediation shall commence within thirty (30) days of either party's written request to the other for mediation. Any agreement reached by the mediation shall be reduced to writing, be signed by the parties, and be binding on them. This provision for mediation is an effort to protect, preserve, and respect the requisites of a productive attorney-client relationship, but shall be without prejudice to either party pursuing its other lawful remedies.

8. INSURANCE AND INDEMNIFICATION

A. Insurance

1. Jones & Mayer shall procure and maintain, at its cost:
 - a. Commercial General Liability insurance with limits not less than \$1 million per occurrence. Such insurance shall designate City, its elected and appointed officials, employees, and volunteers as additional insureds. Such insurance shall be primary and not contribute with any insurance or self-insurance maintained by City.
 - b. Business automobile liability insurance with limits not less than \$1 million per occurrence. Such insurance shall include coverage for owned, non-owned, and hired automobiles.
 - c. Professional liability insurance with limits not less than \$2,000,000 per occurrence.
 - d. Workers' compensation insurance as required by California law and Employer's Liability insurance with limits not less than \$1 million per accident for bodily injury or disease. The workers' compensation insurance shall contain an endorsement stating the insurer waives any right of subrogation against City, its elected and appointed officials, employees and volunteers.
2. All such policies shall provide City 30 days' notice of cancellation. Self-insured retentions must be declared and approved by City.
3. Prior to commencement of work, and throughout the term of this Agreement, Jones & Mayer shall furnish CITY with certificates evidencing compliance with the insurance requirements above. Jones & Mayer agrees to provide complete, certified copies of all required insurance policies if requested by the City.

4. Insurance shall be placed with insurers that maintain an A.M. Best rating of A-, VII or better, or otherwise meet the written approval of the City.
5. The Contractor shall ensure that subcontractors maintain insurance that complies with the requirements stated herein.

B. Indemnification

Jones & Mayer shall defend, indemnify, and hold harmless the City, and its officers and employees, from and against any and all actions, suits, proceedings, claims, demands, losses, costs and expenses, including legal costs and attorneys' fees, for injury to person(s) or damages to property (including property owned by the City), and for errors and omissions committed by Jones & Mayer, its officers, employees, and agents, to the extent arising out of Jones & Mayer's performance under this Agreement, except where such injury, damage, error(s) or omission(s) may be caused by City's sole negligence, active negligence, or willful misconduct or that of the City's officers or employees.

9. RECORDS AND REPORTS

A. Records

Jones & Mayer shall keep such books and records as shall be necessary to perform the services required by this Agreement and to enable the City to evaluate the performance of the required services. The City shall have full and free access to such books and records that deal specifically with the services performed by Jones & Mayer for City at all reasonable times, including the right to inspect, copy, audit, and make summaries and transcripts from such records.

B. Ownership of Documents

All reports, records, documents, and other materials prepared by Jones & Mayer, its employees and agents in the performance of this Agreement shall be the property of the City and shall be delivered to the City upon request by the City or upon termination of this Agreement. Jones & Mayer shall have no claim for further or additional compensation as a result of the exercise by the City of its full rights of ownership of the documents and material hereunder. Jones & Mayer may retain copies of such documents for its own use.

C. Release of Documents

No report, record, document, or other material prepared by Jones & Mayer in the performance of services under this Agreement shall be released publicly without prior written approval of the City, except as may be required by law.

10. NONDISCRIMINATION

Jones & Mayer pledges there shall be no discrimination against or segregation of any person or group of persons on account of race, color, creed, religion, sex, marital status, sexual orientation, national origin, or ancestry in the performance of services under this Agreement.

11. TERMINATION

A. Termination By City

Jones & Mayer shall at all times serve under the terms of this Agreement at the pleasure of the City Council, and the City Council hereby reserves the right to terminate this Agreement at will, with or without cause, by providing written notice to Jones & Mayer. Upon receipt of any notice of termination, Jones & Mayer shall cease all services under this Agreement except as may be specifically approved by the City. At that time, all further obligations of the City to pay Jones & Mayer for services rendered under this Agreement shall thereupon cease, except as set forth in Section 11.C below; provided, however, that the City shall be obliged to pay for all services, costs, and expenditures lawfully incurred by Jones & Mayer prior to the effective date of such termination, or subsequent to the date of termination at the direction of City.

B. Termination By Jones & Mayer

Jones & Mayer reserves the right to terminate this Agreement by giving thirty (30) days' advance written notice to City.

C. Mutual Obligations Upon Termination By Either Party

In the event of termination of this Agreement by either party, Jones & Mayer shall cooperate with the City in transferring the files and assignments to the City Clerk or other person designated by City pending the hiring of another City Attorney. Jones & Mayer shall be compensated at the hourly rates set forth in Section 3.A of this Agreement should Jones & Mayer be called upon to perform any services after the effective date of termination, including the transfer of files and assignments.

12. NOTICES

Notices regarding this Agreement shall be given in writing to the parties at the following addresses:

City of Clearlake
14050 Olympic Drive
Clearlake, CA 95422

Jones & Mayer
8150 Sierra College Boulevard
Roseville, CA 95661

13. AMENDMENT OF AGREEMENT

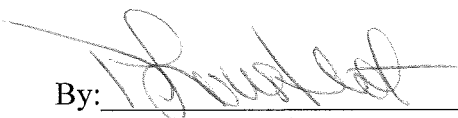
This Agreement contains all of the agreements of Jones & Mayer and the City. This Agreement may be amended at any time by mutual consent of the parties by an instrument in writing.

14. NO CONFLICT/NO INTEREST

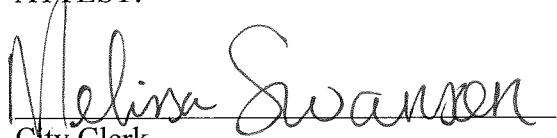
Jones & Mayer covenants that it presently has no interest and will not acquire any interest, direct or indirect, financial or otherwise, which would conflict in any manner or degree with the performance of the services requested under this Agreement. Jones & Mayer also certifies to the best of its knowledge, no one who has or will have any financial interest under this Agreement is an officer or employee of the City.

IN WITNESS WHEREOF, the duly authorized representatives of the parties have executed this Agreement in duplicate the 1st day of September, 2015.

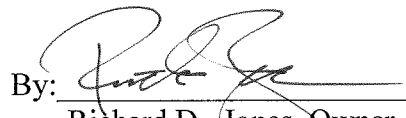
CITY OF CLEARLAKE
Municipal Corporation of the State of
California

By: 
Denise Loustalot, Mayor

ATTEST:


Melina Swanson
City Clerk

JONES & MAYER

By: 
Richard D. Jones, Owner

**AMENDMENT TO LEGAL SERVICES AGREEMENT
FOR CITY ATTORNEY SERVICES
CITY OF CLEARLAKE**

This Amendment to Legal Services Agreement for City Attorney Services is made and entered into by and between the JONES MAYER ("Jones Mayer") and the CITY OF CLEARLAKE ("City"), a municipal corporation of the State of California.

RECITALS

- A. Jones Mayer is a firm in the general practice of law with extensive municipal experience;
- B. Jones Mayer has provided City Attorney services to City since 2014;
- C. City and Jones Mayer originally entered into a Retainer Agreement on July 1, 2014 ("2014 Agreement"). A subsequent agreement replaced the 2014 Agreement on September 1, 2015, which is the current agreement between Jones Mayer and City ("2015 Agreement"); and
- D. Jones Mayer and City now seek to amend the 2015 Agreement with the terms described below in this Amendment ("Amendment"). The Amendment and 2015 Agreement shall be collectively referred to as the Agreement.

AMENDMENT

NOW, THEREFORE, in consideration of the mutual terms and conditions set forth in this Agreement, Jones Mayer and the City agree as follows:

The following provisions of the 2015 Agreement are repealed and replaced as follows:

- 1. All references to Jones & Mayer will now be Jones Mayer.
- 2. Section 1.C.

Effective Date and Term: The term of this Agreement shall commence on July 1, 2024. City and Jones Mayer may terminate this Agreement at any time, as provided in Section 11 of the 2015 Agreement.

- 3. Section 3.A

The City shall pay Jones Mayer a retainer of \$ 10,000 per month, which amount will cover general legal services up to 45 hours per month. General legal services in excess of a total of 45 hours shall be billed at the rate of \$225.00 per hour.

4. Section 3.C-F

C. Specialized Legal Services/Special Projects

Specialized projects and non-litigation legal services not included within the retainer shall be billed to the City at the rate of \$245 per hour. Paralegal services, for non-litigation legal services not included in the retainer shall be billed at the rate of \$100 per hour. All costs and expenses, except for those as set forth in Section 3.G below shall be deemed included in the foregoing hourly billing rates. The retainer shall be prorated for the first partial month of services provided hereunder.

D. Litigation Services

Litigation matters approved by the City Manager and/or City Council shall not be included in the retainer amount. Litigation legal services shall be billed at the rate of \$245 per hour. Paralegal services shall be billed at the rate of \$100 per hour. All costs and expenses, except for those as set forth in Section 3.G below shall be deemed included in the foregoing hourly billing rates.

E. Code Enforcement Services

Jones Mayer agrees to perform all necessary legal services as Contract City Prosecutor. Fees for code enforcement matters shall be \$245 per hour. Paralegal services shall be billed at the rate of \$100 per hour. All costs and expenses, except for those as set forth in Section 3.G below shall be deemed included in the foregoing hourly billing rates.

F. Billing and Rate Increases

Jones Mayer shall provide a monthly billing report indicating actual time spent under the retainer, litigation matters, and additional specialized projects.

The foregoing retainer and hourly rates shall be adjusted annually (effective as of the anniversary date of this Agreement) to reflect any increase in the cost of living based on the Consumer Price Index increase for the prior year utilizing the standard as established by the Bureau of Labor Statistics of the U.S. Department of Labor for consumers in the Lake County area, or another mutually agreed upon index based on comparable data should the Consumer Price Index established by the Bureau of Labor Statistics be unavailable not to exceed 5% per year.

5. Section 12

Notice

Jones Mayer
6349 Auburn Blvd
Citrus Heights, CA 95621

- 6. All other provisions of 2015 Agreement not mentioned above shall remain unchanged and are incorporated into the Agreement.

IN WITNESS WHEREOF, the duly authorized representatives of the parties have executed this Agreement in duplicate the 20th day of July, 2024.

CITY OF CLEARLAKE
Municipal Corporation of the State of
California

By: _____
David Claffey, Mayor

ATTEST:

City Clerk

JONES MAYER

By: _____
Ryan Jones, Owner



CITY OF CLEARLAKE

City Council

STAFF REPORT	
SUBJECT: Confirm assessment(s) in the total amount of \$79,335.76 for City funded abatements, in accordance with Clearlake Municipal Code Chapter 10	MEETING DATE: 6/20/2024
SUBMITTED BY: Lee Lambert- Code Enforcement Supervisor	
PURPOSE OF REPORT ___ Information Only ___ Discussion <u> X </u> Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

1. The City Council is being asked to Adopt Resolution No. 2024-24: Resolution of the City Council of the City of Clearlake confirming Special Assessment(s) for the abatement of real properties and approve lien(s) against real properties in accordance with Chapter 10 of the Clearlake Municipal Code

BACKGROUND/DISCUSSION: The purpose of this hearing is to consider and act upon any and all protest(s) of proposed assessment(s) for recovery of the costs of abatement(s) of real property. Upon due consideration of the evidence and testimony submitted by staff and the property owner(s), the Council may:

1. Grant the protest and revise the Resolution to remove the assessment(s); or
2. Deny the protest and confirm the assessment(s) as proposed; or
3. Modify (reduce) the amounts of assessment(s) and revise the Resolution to reflect the modified assessment(s).

The following is a summary identifying subject property(s), property owner(s) and the proposed assessment(s):

1. Location: 3191 6th Street Clearlake, CA 95422 A.P.N.# 038-181-650
 Owner: Estate of Wayne Normile
 Action(s): City funded abatement of real property.
 Abatement Assessment: \$16,193.22
2. Location: 3662 Cottonwood Street Clearlake, CA 95422 A.P.N.# 039-192-290
 Owner: Nakooka, Sheila A & Rudy
 Action(s): City funded abatement of real property.
 Abatement Assessment: \$6,053.22
3. Location: 14870 Clement Drive Clearlake, CA 95422 A.P.N.# 040-303-090

Owner: Freiling, Randon S

Action(s): City funded abatement of real property.

Abatement Assessment: \$22,883.22

4. Location: 14081 Woodland Drive Clearlake, CA 95422 A.P.N.# 039-065-370

Owner: Syvertson, Samuel

Action(s): City funded abatement of real property.

Abatement Assessment: \$7,053.22

5. Location: 3628 Johnson Avenue Clearlake, CA 95422 A.P.N.# 039-453-490

Owner: Fox, Su N

Action(s): City funded abatement of real property.

Abatement Assessment: \$8,093.22

6. Location: 16052 19th Avenue Clearlake, CA 95422 A.P.N.# 042-202-360

Owner: Koll, Shelley

Action(s): City funded abatement of real property.

Abatement Assessment: \$6,703.22

7. Location: 3287 3rd Street Clearlake, CA 95422 A.P.N.# 038-294-270

Owner: Pendarvis, Leon T & Mildred Y

Action(s): City funded abatement of real property.

Abatement Assessment: \$6,503.22

8. Location: 15582 Sharpe Drive Clearlake, CA 95422 A.P.N.# 042-101-410

Owner: Gibson, Jerdean Trustee

Action(s): City funded abatement of real property.

Abatement Assessment: \$5,853.22

All abatement expenses, or portions thereof, which remain unpaid after confirmation of assessment by the City Council shall become a lien against the subject property to the City of Clearlake and may become a special assessment on the Tax Roll. The City of Clearlake shall be named in the lien document, as party to receive notice of any and all payoff demands and / or other notices relating to the liens.

- ✓ Property owners were advised of all violations which existed on their properties and given ample time to reach full voluntary compliance.

- ✓ Inspection and Abatement Warrants were issued by a judge of the Lake County Superior Court for all properties, as described above. Said warrants were posted on each property for a minimum of 24 hours prior to execution and abatement.
- ✓ Abatements were completed on each property, as described above.
- ✓ Property owners were issued an invoice for all abatement expenses due to the abatement of each said property. Property owners failed to submit payment.

OPTIONS:

Move to confirm all assessments as proposed and to read said Resolution by title only. A roll call vote shall follow the reading of said Resolution. Attached is the proposed Resolution confirming assessments, statement of expenses for the proposed assessments and supporting evidence.

FISCAL IMPACT:

None \$ 79,335.76 Budgeted Item? Yes No

Budget Adjustment Needed? Yes No If yes, amount of appropriation increase: \$ [redacted] .

Affected fund(s): General Fund Measure P Fund Measure V Fund Other: [redacted] .

Comments: Granting protests will result in a negative impact due to the City not being reimbursed for abatement expenses already incurred.

STRATEGIC PLAN IMPACT

- Goal #1: Make Clearlake a Visibly Cleaner City
- Goal #2: Make Clearlake a Statistically Safer City
- Goal #3: Improve the Quality of Life in Clearlake with Improved Public Facilities
- Goal #4 Improve the Image of Clearlake
- Goal #5 Ensure Fiscal Sustainability of City
- Goal #6: Update Policies and Procedures to Current Government Standards
- Goal #7: Support Economic Development

SUGGESTED MOTIONS:

1. Move to Adopt Resolution No. 2024-24: Resolution of the City Council of the City of Clearlake confirming Special Assessment(s) for the abatement of real properties and approve lien(s) against real properties in accordance with Chapter 10 of the Clearlake Municipal Code.

- Attachments:**
- 1) Resolution # 2024-24
 - 2) Evidence

RESOLUTION NO. 2024-24

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLEARLAKE CONFIRMING SPECIAL ASSESSMENTS AND APPROVING LIENS AGAINST REAL PROPERTIES LOCATED AT 3191 6th STREET, 3662 COTTONWOOD STREET, 14870 CLEMENT DRIVE, 14081 WOODLAND DRIVE, 3628 JOHNSON AVENUE, 16052 19th AVENUE, 3287 3rd STREET AND 15582 SHARPE DRIVE FOR THE COSTS OF ABATEMENTS IN ACCORDANCE WITH CHAPTER 10 OF THE CLEARLAKE MUNICIPAL CODE

WHEREAS, the City of Clearlake has adopted Chapter 10 of the Clearlake Municipal Code establishing procedures for the abatement and recovery of costs of real property located within the City of Clearlake; and

WHEREAS, the City of Clearlake has complied with the procedure as set forth in said code(s); and

WHEREAS, the City Council has heard and acted on all protests at a Public Hearing held on June 20, 2024.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Clearlake that the assessments for abatement costs as set forth in Exhibit "A" are hereby declared special assessments and are hereby made a lien upon the described real properties pursuant to the Clearlake Municipal Code, Chapter 10 and Government Code, Section 39501 through 39588 inclusive and;

All abatement expenses, or portions thereof, which remain unpaid after confirmation of assessment by the City Council shall become a lien against the subject property to the City of Clearlake and may become a special assessment on the Tax Roll. The City of Clearlake shall be named in the lien document, as party to receive notice of any and all payoff demands and / or other notices relating to the liens.

BE IT FURTHER RESOLVED that the City Clerk of the City of Clearlake is hereby directed to deliver to the County Assessor, County Auditor, County Tax Collector and County Recorder the confirmed assessment to be entered on the County Tax Roll opposite the parcel of land.

PASSED AND ADOPTED by the City Council of the City of Clearlake, County of Lake, State of California, on this 20th day of June 2024, by the following vote:

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

ATTEST:

City Clerk

Mayor, City of Clearlake

EXHIBIT A

1. Location: 3191 6th Street Clearlake, CA 95422 A.P.N.# 038-181-650
Owner: Estate of Wayne Normile
Action(s): City funded abatement of real property.
Abatement Assessment: \$16,193.22

2. Location: 3662 Cottonwood Street Clearlake, CA 95422 A.P.N.# 039-192-290
Owner: Nakooka, Sheila A & Rudy
Action(s): City funded abatement of real property.
Abatement Assessment: \$6,053.22

3. Location: 14870 Clement Drive Clearlake, CA 95422 A.P.N.# 040-303-090
Owner: Freiling, Randon S
Action(s): City funded abatement of real property.
Abatement Assessment: \$22,883.22

4. Location: 14081 Woodland Drive Clearlake, CA 95422 A.P.N.# 039-065-370
Owner: Syvertson, Samuel
Action(s): City funded abatement of real property.
Abatement Assessment: \$7,053.22

5. Location: 3628 Johnson Avenue Clearlake, CA 95422 A.P.N.# 039-453-490
Owner: Fox, Su N
Action(s): City funded abatement of real property.
Abatement Assessment: \$8,093.22

6. Location: 16052 19th Avenue Clearlake, CA 95422 A.P.N.# 042-202-360
Owner: Koll, Shelley
Action(s): City funded abatement of real property.
Abatement Assessment: \$6,703.22

7. Location: 3287 3rd Street Clearlake, CA 95422 A.P.N.# 038-294-270
Owner: Pendarvis, Leon T & Mildred Y
Action(s): City funded abatement of real property.
Abatement Assessment: \$6,503.22

8. Location: 15582 Sharpe Drive Clearlake, CA 95422 A.P.N.# 042-101-410
Owner: Gibson, Jerdean Trustee
Action(s): City funded abatement of real property.
Abatement Assessment: \$5,853.22

CITY OF CLEARLAKE
NOTICE INVITING BIDS AND CONTRACT

NOTICE INVITING BIDS

Date Issued: May 17, 2023

Bids covering the work described in this Notice Inviting Bids, Insurance Requirements, Special Provisions, and Plans entitled:

Demolition of Building(s) and property abatement(s) at the following location(s): 3191 6th Street, 3662 Cottonwood Street, 16272 32nd Avenue, 14870 Clement Drive, 3556 Madrone Street, 14081 Woodland Drive, 3628 Johnson Avenue, 16052 19th Avenue, 3287 3rd Street and 15582 Sharpe Lane in the City of Clearlake,

will be accepted until 5:00PM local time on **June 8, 2023**. To register, visit the City's electronic bidding website, OpenGov Procurement, and proceed to "Subscribe" as a vendor with the City to receive new project notifications and full solicitation requirements. Interested proposers may "Follow" the RFP to view and/or download the RFP details, receive addenda alerts and notices, and draft and submit a response.

Engineer's Estimate: N/A Minimum License Requirement: See "Special Provisions" section

BID OR PROPOSAL (this section to be completed by bidder) Date submitted: 6-7-23

The undersigned agrees, if this bid is accepted within 30 days after the date of opening, to complete the work specified in strict accordance with the above identified documents and the general provisions on the reverse side within () calendar days after the date of the Notice to Proceed, for the following amount:

Bid \$ ~~113,800~~ \$79,400 BC
Amount in words: Seventy-nine thousand Four Hundred BC
~~ONE Hundred Thirteen Thousand Eight Hundred~~ dollars and 0 cents.

REQUIRED: List bid amount for each specific property location, as described below:

- | | |
|---|--|
| 3191 6 th Street: \$ <u>15,000</u> | 3662 Cottonwood Street: \$ <u>6,000</u> |
| 16272 32 nd Avenue: \$ <u>34,400</u> | 14870 Clement Drive: \$ <u>21,000</u> |
| 3556 Madrone Street: \$ <u>6,500</u> | 14081 Woodland Drive: \$ <u>7,000</u> |
| 3628 Johnson Avenue: \$ <u>6,000</u> | 16052 19 th Avenue: \$ <u>5,900</u> |
| 3287 3 rd Street: \$ <u>6,200</u> | 15582 Sharpe Lane: \$ <u>5,800</u> |

This includes all applicable taxes. The undersigned further agrees, for any contract award resulting from this bid, to furnish evidence of insurance acceptable to the City, as listed in Exhibit A and B.

Bidder's comments and exceptions:

Name and address of bidder:

2735 Robin LN Clear Lake
95422

Phone No.: (707) 994-6815

Brian Case
Signature of person authorized to sign
Brian CASE owner Brian Case
Signer's name and title (type or print)
995670 Brian CASE owner
License No. 895670
Federal ID Number or Social Security Number
20-8421843

NOTICE OF AWARD (This section for City use only)
The above bid is accepted and the Contract is awarded to you.

Date of Award: 6-15-23

By: [Signature]

Title: CITY MANAGER

NOTICE TO PROCEED (This section for City use only)
You are directed to proceed with the work upon receipt of this Award/Notice to Proceed.

Date of Notice: 6-26-23

By: [Signature]

Title: CITY MANAGER

NOTICE OF COMPLETION

Date of completion: 9-6-23

I hereby certify that the above contract has been completed and accepted by the City.

By: [Signature]

Title: CITY MANAGER

CONTRACT

1. **SCOPE OF SERVICES:** Contractor shall do all work, attend all meetings, and carry out all activities necessary to complete all services described in this document. This Contract and its exhibits, attached or incorporated by reference, shall be known as the "Contract Documents." The Contractor enters into this contract as an independent contractor and not as an employee of the City.
2. **TIME OF PERFORMANCE:** The services are to commence upon execution and receipt of this Contract and shall be completed in a prompt and timely manner in accordance with the conditions of the Contract. In accordance with Government Code section 53069.85, it is agreed that the Contractor will pay the City the sum of \$500.00 for each and every calendar day of delay beyond the time prescribed in the Bid Documents for finishing the Work, as Liquidated Damages and not as a penalty or forfeiture. In the event this is not paid, the Contractor agrees the City may deduct that amount from any money due or that may become due the Contractor under the Contract. This provision does not exclude recovery of other damages specified in the Bid Documents.
3. **COMPENSATION:** Payment will be made within thirty (30) days of the after the Notice to Proceed of Completion has been signed. Invoices must be submitted to Code Enforcement Supervisor Lee Lambert at the Clearlake Police Department, 14050 Olympic Drive, Clearlake, CA 95422.
4. **TERMINATION:** This Contract may be terminated, without cause, at any time by the City upon ten days written notice. Contractor shall be compensated for all services provided for in the Contract to that date.
5. **CHANGES:** City or Contractor may request changes to the scope of services to be performed. Such changes must be authorized in advance by the City in writing. Mutually agreed to changes shall be incorporated in written amendments to this Contract.
6. **WARRANTY:** Contractor warrants that it has the expertise or has experts available to perform the services set forth in this Contract in a manner consistent with accepted standards of its profession. It warrants that it will perform said services in a legal manner in conformance with all applicable laws and guidelines. Contractor guarantees the product from defects in workmanship and materials for a minimum period of one year following completion and acceptance by City.
7. **LAWS TO BE OBSERVED:** All services performed by Contractor shall be in accordance with all applicable City, State and Federal ordinances, laws, requirements, restrictions and licensing provisions as the same now exist or as they may be modified or adopted in the future.
8. **CERTIFICATE OF COMPLIANCE WITH LABOR CODE 3700:** Section 3700 of the Labor Code requires every employer to be insured against liability for workers compensation or to undertake self-insurance in accordance with the provisions of that code, and the Contractor will comply with such provisions before commencing with any work of this Contract.
9. **INTEREST IN CONTRACT:** Contractor covenants that neither it nor any of its employees has any interest in this Contract which would conflict in any manner or degree with the performance of its services hereunder.
10. **NEGLIGENCE:** Contractor shall be responsible for performing the work in a safe and skillful manner consistent with generally accepted standards and shall be liable for its own negligence and the negligent acts of its employees. City shall have no right of control over the manner in which the work is done but on

Invoice

Case Excavating, Inc.

P.O. Box 2588
 Clearlake, CA 95422
 Lic. #895670
 707-994-6815ph

Date	Invoice #
6/26/2023	1433

Bill To:
City of Clearlake 14050 Olympic Dr. Clearlake, CA 95422

Terms	Location
Due on receipt	9 sites in CL

Item	Quantity	Description	U/M	Rate	Service D...	Amount
Completion		2022-REQ-035 DEMOLITION OF BUILDINGS AND PROPERTY ABATEMENTS AT 9 LOCATIONS		0.00		0.00
Completion		3191 6th St. Clearlake		15,000.00		15,000.00
Completion		3556 Madrone St.		6,500.00		6,500.00
Completion		3628 Johnson Ave.		6,000.00		6,000.00
Completion		3287 3rd St.		6,200.00		6,200.00
Completion		3662 Cottonwood St.		6,000.00		6,000.00
Completion		14870 Clement Dr.		21,000.00		21,000.00
Completion		14081 Woodland Dr.		7,000.00		7,000.00
Completion		16052 19th Ave.		5,900.00		5,900.00
Completion		15582 Sharpe Ln.		5,800.00		5,800.00

*PARTIAL FY 22/23
 & FY 23/24
 100-2010-750-570*

				Total		\$79,400.00
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SUBJECT TO A LATE PAYMENT CHARGE OF 1.5% PER MONTH OR A MINIMUM CHARGE OF \$5.00 WHICHEVER IS GREATER.

9/20/23 R

INVOICE FOR SERVICES PROPERTY ABATEMENT



Code Enforcement Bureau
14050 Olympic Drive
Clearlake, CA 95422
Office: (707) 994-8251 x 309
Fax: (707) 994-8918
www.clearlake.ca.us

Violation Address: 3191 6TH ST
CLEARLAKE, CA 95422

Case Number: 18-3443
Invoice Date: 9/18/2023

Invoice Number: CFA-18-3443
AMENDED

Responsible Party:

ESTATE OF WAYNE NORMILE
PO BOX 2276
MARTINEZ, CA 94533

An Inspection / Abatement Warrant was executed on the real property at **3191 6TH ST, Clearlake, APN #038-181-650**, resulting in abatement of all nuisances, hazards and / or health and safety violations. As property owner(s), you are responsible for all costs incurred due to the abatement of violations on your property. In accordance with Clearlake Municipal Code (CMC) §10-2.7, you are required to submit payment in full within **30 DAYS** from the date of this invoice.

Failure to pay will result in a late fee of 10%. The City may use any civil legal remedy available to collect any unpaid enforcement costs, including, but not limited to, civil action, injunctive relief, Franchise Tax Board intercept, specific performance and the recordation of a lien against real property and in accordance with applicable law. The City may assess additional fees to cover the costs of collection of any unpaid enforcement costs.

Description of Services:	COST
Abatement of burned out mobile home and trash and debris	
Contractor Expenses: Abatement and disposal of mobile home and all junk and debris	\$15,000.00
Materials / Supplies: N/A	\$0.00
Other: Hazardous material testing- \$1,140.00 / Advertising- \$53.22	\$1,193.22

TOTAL AMOUNT DUE	\$16,193.22
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Payment is due within 30 days of the date of this invoice. **DUE DATE: 10/19/23**

PAYMENT OPTIONS:

Pay in person: Cash, debit or credit card, personal check, cashier's check or money order are accepted in our office.

Pay by mail: Personal check, cashier's check, or money order may be mailed to our address above.
Telephone and internet payments are not available.

Best regards,

LEE LAMBERT
Code Enforcement Supervisor

INVOICE FOR SERVICES PROPERTY ABATEMENT



Code Enforcement Bureau
14050 Olympic Drive
Clearlake, CA 95422
Office: (707) 994-8251 x 309
Fax: (707) 994-8918
www.clearlake.ca.us

Violation Address: 3662 COTTONWOOD ST
CLEARLAKE, CA 95422

Case Number: 18-3486
Invoice Date: 9/18/2023

Invoice Number: CFA-18-3486

Responsible Party:

NAKOOKA, SHEILA & RUDY
3692 COTTONWOOD ST
CLEARLAKE, CA 95422-

An Inspection / Abatement Warrant was executed on the real property at **3662 COTTONWOOD ST, Clearlake, APN #039-192-290**, resulting in abatement of all nuisances, hazards and / or health and safety violations. As property owner(s), you are responsible for all costs incurred due to the abatement of violations on your property. In accordance with Clearlake Municipal Code (CMC) §10-2.7, you are required to submit payment in full within **30 DAYS** from the date of this invoice.

Failure to pay will result in a late fee of 10%. The City may use any civil legal remedy available to collect any unpaid enforcement costs, including, but not limited to, civil action, injunctive relief, Franchise Tax Board intercept, specific performance and the recordation of a lien against real property and in accordance with applicable law. The City may assess additional fees to cover the costs of collection of any unpaid enforcement costs.

Description of Services:	COST
Abatement and disposal of burned out mobile home and disposal of all junk and debris.	
Contractor Expenses: Abatement and disposal of burned out single wide and all junk and debris.	\$6,000.00
Materials / Supplies: N/A	\$0.00
Other: Advertising- \$53.22	\$53.22

TOTAL AMOUNT DUE **\$6,053.22**

Payment is due within 30 days of the date of this invoice. **DUE DATE: 10/19/23**

PAYMENT OPTIONS:

Pay in person: Cash, debit or credit card, personal check, cashier's check or money order are accepted in our office.

Pay by mail: Personal check, cashier's check, or money order may be mailed to our address above. *Telephone and internet payments are not available.*

Best regards,

LEE LAMBERT
Code Enforcement Supervisor

INVOICE FOR SERVICES PROPERTY ABATEMENT



Code Enforcement Bureau
 14050 Olympic Drive
 Clearlake, CA 95422
 Office: (707) 994-8251 x 309
 Fax: (707) 994-8918
 www.clearlake.ca.us

Violation Address: 14870 CLEMENT DR
 CLEARLAKE, CA 95422

Case Number: 19-76
Invoice Date: 9/18/2023

Invoice Number: CFA-19-76 AMENDED

Responsible Party:

FREILING, RANDON S
 7800 BEVERLY BLVD #43
 LOS ANGELES, CA 90036-2112

An Inspection / Abatement Warrant was executed on the real property at **14870 CLEMENT DR, Clearlake, APN #040-303-090**, resulting in abatement of all nuisances, hazards and / or health and safety violations. As property owner(s), you are responsible for all costs incurred due to the abatement of violations on your property. In accordance with Clearlake Municipal Code (CMC) §10-2.7, you are required to submit payment in full within **30 DAYS** from the date of this invoice.

Failure to pay will result in a late fee of 10%. The City may use any civil legal remedy available to collect any unpaid enforcement costs, including, but not limited to, civil action, injunctive relief, Franchise Tax Board intercept, specific performance and the recordation of a lien against real property and in accordance with applicable law. The City may assess additional fees to cover the costs of collection of any unpaid enforcement costs.

Description of Services:	COST
Abatement and disposal of burned out dwelling structure and disposal of all trash, junk and debris. Abatement and disposal of 1 inoperative / abandoned vehicle.	
Contractor Expenses: Abatement and disposal of burned out dwelling structure and disposal of all trash, junk and debris	\$21,000.00
Materials / Supplies: N/A	\$0.00
Other: Abatement and disposal of 1 vehicle- \$250.00 / Hazardous materials testing- \$1,580.00 / Advertising- \$53.22	\$1,883.22

TOTAL AMOUNT DUE	\$22,883.22
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Payment is due within 30 days of the date of this invoice. **DUE DATE: 10/19/23**

PAYMENT OPTIONS:

- Pay in person:** Cash, debit or credit card, personal check, cashier's check or money order are accepted in our office.
- Pay by mail:** Personal check, cashier's check, or money order may be mailed to our address above. *Telephone and internet payments are not available.*

Best regards,

LEE LAMBERT
Code Enforcement Supervisor

Section I, Item 13.

INVOICE FOR SERVICES PROPERTY ABATEMENT



Code Enforcement Bureau
14050 Olympic Drive
Clearlake, CA 95422
Office: (707) 994-8251 x 309
Fax: (707) 994-8918
www.clearlake.ca.us

Violation Address: 14081 WOODLAND DR
CLEARLAKE, CA 95422

Case Number: CE22-1432

Invoice Date: 10/02/23

Invoice Number: CFA-CE22-1432

Responsible Party:

SAMUEL SYVERTSON
107 W TEXAS AVE
KILLEEN TX 76541

An Inspection / Abatement Warrant was executed on the real property at **14081 WOODLAND DR, Clearlake, APN #039-065-370**, resulting in abatement of all nuisances, hazards and / or health and safety violations. As property owner(s), you are responsible for all costs incurred due to the abatement of violations on your property. In accordance with Clearlake Municipal Code (CMC) §10-2.7, you are required to submit payment in full within **30 DAYS** from the date of this invoice.

Failure to pay will result in a late fee of 10%. The City may use any civil legal remedy available to collect any unpaid enforcement costs, including, but not limited to, civil action, injunctive relief, Franchise Tax Board intercept, specific performance and the recordation of a lien against real property and in accordance with applicable law. The City may assess additional fees to cover the costs of collection of any unpaid enforcement costs.

Description of Services:	COST
Abatement and disposal of travel trailer frame and all trash, junk and debris.	
Contractor Expenses: Abatement and disposal of travel trailer frame and all trash, junk and debris.	\$7,000.00
Materials / Supplies: N/A	\$0.00
Other: Advertising- \$53.22	\$53.22

TOTAL AMOUNT DUE	\$7,053.22
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Payment is due within 30 days of the date of this invoice. **DUE DATE:** 11/02/23

PAYMENT OPTIONS:

Pay in person: Cash, debit or credit card, personal check, cashier's check or money order are accepted in our office.

Pay by mail: Personal check, cashier's check, or money order may be mailed to our address above.

Telephone and internet payments are not available.

Best regards,

LEE LAMBERT
Code Enforcement Supervisor

INVOICE FOR SERVICES PROPERTY ABATEMENT



Code Enforcement Bureau
14050 Olympic Drive
Clearlake, CA 95422
Office: (707) 994-8251 x 309
Fax: (707) 994-8918
www.clearlake.ca.us

Violation Address: 3628 JOHNSON AVE
CLEARLAKE, CA 95422

Case Number: CE20-2298

Invoice Date: 9/18/2023

Invoice Number: CFA-CE20-2298
AMENDED

Responsible Party:

FOX SU N
P O BOX 243
CLEARLAKE, CA 95422

An Inspection / Abatement Warrant was executed on the real property at **3628 JOHNSON AVE, Clearlake, APN #039-453-490**, resulting in abatement of all nuisances, hazards and / or health and safety violations. As property owner(s), you are responsible for all costs incurred due to the abatement of violations on your property. In accordance with Clearlake Municipal Code (CMC) §10-2.7, you are required to submit payment in full within **30 DAYS** from the date of this invoice.

Failure to pay will result in a late fee of 10%. The City may use any civil legal remedy available to collect any unpaid enforcement costs, including, but not limited to, civil action, injunctive relief, Franchise Tax Board intercept, specific performance and the recordation of a lien against real property and in accordance with applicable law. The City may assess additional fees to cover the costs of collection of any unpaid enforcement costs.

Description of Services:	COST
Abatement of single wide mobile home and 2 vehicles, disposal of all trash, junk and debris.	
Contractor Expenses: Abatement and disposal of mobile home, trash, junk and debris	\$6,000.00
Materials / Supplies: N/A	\$0.00
Other: Abatement and disposal of 2 vehicles- \$500.00 / Hazardous materials testing- \$1,140.00 / Title Report- \$400.00 / Advertisement- \$53.22	\$2,093.22

TOTAL AMOUNT DUE	\$8,093.22
-------------------------	-------------------

Payment is due within 30 days of the date of this invoice. **DUE DATE:** 10/19/23

PAYMENT OPTIONS:

Pay in person: Cash, debit or credit card, personal check, cashier's check or money order are accepted in our office.

Pay by mail: Personal check, cashier's check, or money order may be mailed to our address above.
Telephone and internet payments are not available.

Best regards,

LEE LAMBERT
Code Enforcement Supervisor

INVOICE FOR SERVICES PROPERTY ABATEMENT



Code Enforcement Bureau
14050 Olympic Drive
Clearlake, CA 95422
Office: (707) 994-8251 x 309
Fax: (707) 994-8918
www.clearlake.ca.us

Violation Address: 16052 19TH AVE
CLEARLAKE, CA 95422

Case Number: CE20-0327

Invoice Date: 9/18/2023

Invoice Number: CFA-CE20-0327

Responsible Party:

KOLL SHELLEY
P O BOX 961
CLEARLAKE, CA 95422

An Inspection / Abatement Warrant was executed on the real property at **16052 19TH AVE, Clearlake, APN #04220236**, resulting in abatement of all nuisances, hazards and / or health and safety violations. As property owner(s), you are responsible for all costs incurred due to the abatement of violations on your property. In accordance with Clearlake Municipal Code (CMC) §10-2.7, you are required to submit payment in full within **30 DAYS** from the date of this invoice.

Failure to pay will result in a late fee of 10%. The City may use any civil legal remedy available to collect any unpaid enforcement costs, including, but not limited to, civil action, injunctive relief, Franchise Tax Board intercept, specific performance and the recordation of a lien against real property and in accordance with applicable law. The City may assess additional fees to cover the costs of collection of any unpaid enforcement costs.

Description of Services:	COST
Abatement and disposal of all illegal structures, deteriorated travel trailer and disposal of all trash, junk and debris. Abatement and disposal of 3 vehicles.	
Contractor Expenses: Abatement and disposal of all illegal structures, deteriorated travel trailer and disposal of all trash, junk and debris.	\$5,900.00
Materials / Supplies: N/A	\$0.00
Other: Removal and disposal of 3 vehicles- \$750.00 / Advertising- \$53.22	\$803.22

TOTAL AMOUNT DUE	\$6,703.22
-------------------------	-------------------

Payment is due within 30 days of the date of this invoice. **DUE DATE:** 10/19/23

PAYMENT OPTIONS:

Pay in person: Cash, debit or credit card, personal check, cashier's check or money order are accepted in our office.

Pay by mail: Personal check, cashier's check, or money order may be mailed to our address above. *Telephone and internet payments are not available.*

Best regards,

LEE LAMBERT
Code Enforcement Supervisor

INVOICE FOR SERVICES PROPERTY ABATEMENT



Code Enforcement Bureau
14050 Olympic Drive
Clearlake, CA 95422
Office: (707) 994-8251 x 309
Fax: (707) 994-8918
www.clearlake.ca.us

Violation Address: 3287 3RD ST
CLEARLAKE, CA 95422

Case Number: CE20-2201
Invoice Date: 9/18/2023 (resent 10/03/23)
Invoice Number: CFA-CE20-2201

Responsible Party:

PENDARVIS LEON T & MILDRED Y
215 BERGEDO DR
OAKLAND, CA 94603-

An Inspection / Abatement Warrant was executed on the real property at **3287 3RD ST, Clearlake, APN #038-294-270**, resulting in abatement of all nuisances, hazards and / or health and safety violations. As property owner(s), you are responsible for all costs incurred due to the abatement of violations on your property. In accordance with Clearlake Municipal Code (CMC) §10-2.7, you are required to submit payment in full within **30 DAYS** from the date of this invoice.

Failure to pay will result in a late fee of 10%. The City may use any civil legal remedy available to collect any unpaid enforcement costs, including, but not limited to, civil action, injunctive relief, Franchise Tax Board intercept, specific performance and the recordation of a lien against real property and in accordance with applicable law. The City may assess additional fees to cover the costs of collection of any unpaid enforcement costs.

Description of Services:	COST
Abatement and disposal of inoperative vehicle and all trash, junk and debris.	
Contractor Expenses: Abatement and disposal of all trash, junk and debris	\$6,200.00
Materials / Supplies: N/A	\$0.00
Other: Abatement and disposal of 1 vehicle- \$250.00 / Advertisement \$53.22	\$303.22

TOTAL AMOUNT DUE	\$6,503.22
-------------------------	-------------------

Payment is due within 30 days of the date of this invoice. **DUE DATE:** 11/03/2023

PAYMENT OPTIONS:

Pay in person: Cash, debit or credit card, personal check, cashier's check or money order are accepted in our office.

Pay by mail: Personal check, cashier's check, or money order may be mailed to our address above.
Telephone and internet payments are not available.

Best regards,

LEE LAMBERT
Code Enforcement Supervisor

INVOICE FOR SERVICES PROPERTY ABATEMENT



Code Enforcement Bureau
14050 Olympic Drive
Clearlake, CA 95422
Office: (707) 994-8251 x 309
Fax: (707) 994-8918
www.clearlake.ca.us

Violation Address: 15582 SHARPE DR
CLEARLAKE, CA 95422

Case Number: CE22-1560

Invoice Date: 9/18/2023

Invoice Number: CFA-CE22-1560

Responsible Party:

GIBSON JERDEAN - TRUSTEE
2270 POPLAR AVE
EAST PALO ALTO, CA 94303

An Inspection / Abatement Warrant was executed on the real property at **15582 SHARPE DR, Clearlake, APN #04210141**, resulting in abatement of all nuisances, hazards and / or health and safety violations. As property owner(s), you are responsible for all costs incurred due to the abatement of violations on your property. In accordance with Clearlake Municipal Code (CMC) §10-2.7, you are required to submit payment in full within **30 DAYS** from the date of this invoice.

Failure to pay will result in a late fee of 10%. The City may use any civil legal remedy available to collect any unpaid enforcement costs, including, but not limited to, civil action, injunctive relief, Franchise Tax Board intercept, specific performance and the recordation of a lien against real property and in accordance with applicable law. The City may assess additional fees to cover the costs of collection of any unpaid enforcement costs.

Description of Services:	COST
Abatement and disposal of inoperative RV and all trash, junk and debris.	
Contractor Expenses: Abatement and disposal of inoperative RV and all trash, junk and debris.	\$5,800.00
Materials / Supplies: N/A	\$0.00
Other: Advertising- \$53.22	\$53.22

TOTAL AMOUNT DUE	\$5,853.22
-------------------------	-------------------

Payment is due within 30 days of the date of this invoice. **DUE DATE: 10/19/23**

PAYMENT OPTIONS:

Pay in person: Cash, debit or credit card, personal check, cashier's check or money order are accepted in our office.

Pay by mail: Personal check, cashier's check, or money order may be mailed to our address above. *Telephone and internet payments are not available.*

Best regards,

LEE LAMBERT
Code Enforcement Supervisor



CITY OF CLEARLAKE

City Council

STAFF REPORT	
SUBJECT: Confirm unpaid Administrative Penalties and approve recordation of lien(s) in the total amount of \$110,070.00, in accordance with Clearlake Municipal Code Chapter 10	MEETING DATE: 6/20/2024
SUBMITTED BY: Lee Lambert- Code Enforcement Supervisor	
PURPOSE OF REPORT ___ Information Only ___ Discussion <u> X </u> Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

1. The City Council is being asked to Adopt Resolution Numbers. 2024-25 and 2024-26: Resolutions of the City Council of the City of Clearlake confirming unpaid administrative penalties and approving the recordation of lien(s) for unpaid Administrative Penalties against real properties, in accordance with Chapter 10 of the Clearlake Municipal Code

BACKGROUND/DISCUSSION: The purpose of this hearing is to consider and act upon any and all protest(s) of proposed lien(s) for recovery of unpaid Administrative Penalties on real property. Upon due consideration of the evidence and testimony submitted by staff and the property owner(s), the Council may:

ACTION ITEM 1- RESOLUTION NO. 2024-25

1. Grant the protest and revise the Resolution to remove lien(s) for real property located at 14081 Woodland Drive, 3864 Laddell Avenue, 14095 Villa Way, 14101 Villa Way, 16052 19th Avenue, 14870 Clement Drive, 3557 Ukiah Street, 3603 Peony Street and 15523 33rd Avenue; or
2. Deny the protest and confirm the lien(s) as proposed for real property located at 14081 Woodland Drive, 3864 Laddell Avenue, 14095 Villa Way, 14101 Villa Way, 16052 19th Avenue, 14870 Clement Drive, 3557 Ukiah Street, 3603 Peony Street and 15523 33rd Avenue; or
3. Modify (reduce) the amounts of lien(s) and revise the Resolution to reflect the modified lien(s) for real property located at 14081 Woodland Drive, 3864 Laddell Avenue, 14095 Villa Way, 14101 Villa Way, 16052 19th Avenue, 14870 Clement Drive, 3557 Ukiah Street, 3603 Peony Street and 15523 33rd Avenue.

ACTION ITEM 2- RESOLUTION NO. 2024-26

1. Grant the protest and revise the Resolution to remove lien(s) for real property located at 3855 Monterey Drive; or
2. Deny the protest and confirm the lien(s) as proposed for real property located at 3855 Monterey Drive; or
3. Modify (reduce) the amounts of lien(s) and revise the Resolution to reflect the modified lien(s) for real property located at 3855 Monterey Drive.

The following is a summary identifying subject property(s), property owner(s) and the proposed lien(s):

1. Location: 14081 Woodland Drive Clearlake, CA 95422 A.P.N.# 039-065-370

Owner: Syvertson, Samuel

Action(s): Unpaid Administrative Penalties- AC07857, AC07979, AC08067, AC08181, AC08259, AC08381, AC08475.

Total Lien Amount: \$18,750.00

2. Location: 3864 Laddell Avenue Clearlake, CA 95422 A.P.N.# 040-135-260

Owner: Ramirez, Joseph

Action(s): Unpaid Administrative Penalties- AC01921, AC01976.

Total Lien Amount: \$600.00

3. Location: 14095 Villa Way Clearlake, CA 95422 A.P.N.# 039-266-0700

Owner: Palermo Drive LLC

Action(s): Unpaid Administrative Penalties- CR17-1039.

Total Lien Amount: \$5,000.00

4. Location: 14101 Villa Way Clearlake, CA 95422 A.P.N.# 039-266-300

Owner: Limtiaco, Anthony

Action(s): Unpaid Administrative Penalties- AC05883, AC06041, AC06250, AC06286, AC06384, AC06475, AC06623.

Total Lien Amount: \$8,400.00

5. Location: 16052 19th Avenue Clearlake, CA 95422 A.P.N.# 042-202-360

Owner: Koll, Shelley

Action(s): Unpaid Administrative Penalties- AC03682, AC03782, AC04103, AC07034, AC07277, AC07445, AC07626, AC08343, AC08489.

Total Lien Amount: \$12,750.00

6. Location: 14870 Clement Drive Clearlake, CA 95422 A.P.N.# 040-303-090

Owner: Freiling, Randon S

Action(s): Unpaid Administrative Penalties- AC00056

Total Lien Amount: \$750.00

7. Location: 3557 Ukiah Street Clearlake, CA 95422 A.P.N.# 039-641-230

Owner: Tapia, Kristie Dawn

Action(s): Unpaid Administrative Penalties- AC06414, AC06749, AC07036, AC07247, AC07600, AC07675, AC07815, AC07949, AC08068.

Total Lien Amount: \$12,520.00

8. Location: 3603 Peony Street Clearlake, CA 95422 A.P.N.# 039-632-070

Owner: Lowden, George

Action(s): Unpaid Administrative Penalties- AC07248, AC07646, AC07719, AC07858, AC07951, AC08073, AC08290, AC08412.

Total Lien Amount: \$10,050.00

9. Location: 15523 33rd Avenue Clearlake, CA 95422 A.P.N.# 041-365-170

Owner: Davis, Terry

Action(s): Unpaid Administrative Penalties- AC06509, AC06615, AC06739, AC06969, AC07180, AC07311, AC07457, AC07628, AC07714, AC07855, AC09514, AC10224, AC10465, AC10541, AC10669, AC10755, AC10845, AC10905, AC10990, AC11050.

Total Lien Amount: \$30,750.00

10. Location: 3855 Monterey Drive Clearlake, CA 95422 A.P.N.# 037-104-240

Owner: Meek, Margaret

Action(s): Unpaid Administrative Penalties- AC06505, AC06584, AC06705, AC06887, AC07159, AC08023, AC08094, AC08163, AC08257, AC08361, AC08465, AC08597, AC08904, AC09316, AC09754, AC10018, CL07788, CL11465, CL11478

Total Lien Amount: \$10,500.00

All administrative penalties, or portions thereof, which remain unpaid, shall become a lien against the subject property to the City of Clearlake. The City of Clearlake shall be named in the lien document, as party to receive notice of any and all payoff demands and / or other notices relating to the liens.

- ✓ Property owners were advised of all violations which existed on their properties and given ample time to reach full voluntary compliance.
- ✓ Property owners failed to reach voluntary compliance and administrative citations were issued.
- ✓ City funded abatements were completed, via an abatement warrant at 14081 Woodland Drive, 3864 Laddell Avenue, 14095 Villa Way, 14101 Villa Way, 16052 19th Avenue and 14870 Clement Drive.

- ✓ All violations continue to exist at 3557 Ukiah Street, 3603 Peony Street, 15523 33rd Avenue and 3855 Monterey Drive.
- ✓ Property owners were issued, for each administrative penalty, an original notice and a tax offset (past due) notice. Property owners failed to submit payment.

STAFF RECCOMENDATION:

Move to confirm all Administrative Penalties and the recordation of lien(s) as proposed and to read said Resolutions by title only. A roll call vote shall follow the reading of each said Resolution. Attached is the proposed Resolutions confirming lien(s) and supporting evidence.

FISCAL IMPACT:

None \$ 1,203.50 Budgeted Item? Yes No

Budget Adjustment Needed? Yes No If yes, amount of appropriation increase: \$.

Affected fund(s): General Fund Measure P Fund Measure V Fund Other:

Comments: Granting protests will result in a negative impact due to the City not being reimbursed for the processing and mailing of administrative penalties, which it has already incurred.

STRATEGIC PLAN IMPACT

- Goal #1: Make Clearlake a Visibly Cleaner City
- Goal #2: Make Clearlake a Statistically Safer City
- Goal #3: Improve the Quality of Life in Clearlake with Improved Public Facilities
- Goal #4 Improve the Image of Clearlake
- Goal #5 Ensure Fiscal Sustainability of City
- Goal #6: Update Policies and Procedures to Current Government Standards
- Goal #7: Support Economic Development

SUGGESTED MOTIONS:

1. Move to Adopt Resolution Numbers 2024-25 and 2024-26: Resolutions of the City Council of the City of Clearlake confirming unpaid Administrative Penalties and approve lien(s) against real properties in accordance with Chapter 10 of the Clearlake Municipal Code.

- Attachments:**
 - 1) Resolutions # 2024-25 and #2024-26
 - 2) Evidence

RESOLUTION NO. 2024-25

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLEARLAKE CONFIRMING UNPAID ADMINISTRATIVE PENALTIES AND APPROVING LIENS AGAINST REAL PROPERTIES LOCATED AT 14081 WOODLAND DRIVE, 3864 LADDELL AVENUE, 14095 VILLA WAY, 14101 VILLA WAY, 16052 19th AVENUE, 14870 CLEMENT DRIVE, 3557 UKIAH STREET, 3603 PEONY STREET AND 15523 33rd AVENUE, IN ACCORDANCE WITH CHAPTER 10 OF THE CLEARLAKE MUNICIPAL CODE

WHEREAS, the City of Clearlake has adopted Chapter 10 of the Clearlake Municipal Code establishing procedures for the attachment of liens against real property located within the City of Clearlake; and

WHEREAS, the City of Clearlake has complied with the procedure as set forth in said code(s); and

WHEREAS, the City Council has heard and acted on all protests at a Public Hearing held on June 20, 2024.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Clearlake that the Administrative Penalty amount(s) as set forth in Exhibit “A” are hereby declared lien(s) upon the described real properties pursuant to the Clearlake Municipal Code, Chapter 10 and Government Code, Section 39501 through 39588 inclusive and;

Upon confirmation by the City Council, all unpaid Administrative Penalties, or portions thereof, shall become a lien against the subject property to the City of Clearlake. The City of Clearlake shall be named in the lien document, as party to receive notice of any and all payoff demands and / or other notices relating to the liens and;

Until the lien is satisfied, discharged or released, interest shall accrue on the principal amount of the judgement lien remaining unsatisfied at the maximum amount allowed by law.

BE IT FURTHER RESOLVED that the City Clerk of the City of Clearlake is hereby directed to deliver to the County Assessor, County Auditor, County Tax Collector and County Recorder the confirmed liens to be recorded opposite the parcel of land.

PASSED AND ADOPTED by the City Council of the City of Clearlake, County of Lake, State of California, on this 20th day of June 2024, by the following vote:

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

ATTEST:

City Clerk

Mayor, City of Clearlake

EXHIBIT A

1. Location: 14081 Woodland Drive Clearlake, CA 95422 A.P.N.# 039-065-370
Owner: Syvertson, Samuel
Unpaid Administrative Penalties- AC07857, AC07979, AC08067, AC08181, AC08259, AC08381, AC08475.
Total Lien Amount: \$18,750.00

2. Location: 3864 Laddell Avenue Clearlake, CA 95422 A.P.N.# 040-135-260
Owner: Ramirez, Joseph
Unpaid Administrative Penalties- AC01921, AC01976.
Total Lien Amount: \$600.00

3. Location: 14095 Villa Way Clearlake, CA 95422 A.P.N.# 039-266-0700
Owner: Palermo Drive LLC
Unpaid Administrative Penalties- CR17-1039.
Total Lien Amount: \$5,000.00

4. Location: 14101 Villa Way Clearlake, CA 95422 A.P.N.# 039-266-300
Owner: Limtiaco, Anthony
Unpaid Administrative Penalties- AC05883, AC06041, AC06250, AC06286, AC06384, AC06475, AC06623.
Total Lien Amount: \$8,400.00

5. Location: 16052 19th Avenue Clearlake, CA 95422 A.P.N.# 042-202-360
Owner: Koll, Shelley
Unpaid Administrative Penalties- AC03682, AC03782, AC04103, AC07034, AC07277, AC07445, AC07626, AC08343, AC08489.
Total Lien Amount: \$12,750.00

6. Location: 14870 Clement Drive Clearlake, CA 95422 A.P.N.# 040-303-090
Owner: Freiling, Randon S
Unpaid Administrative Penalties- AC00056.
Total Lien Amount: \$750.00

7. Location: 3557 Ukiah Street Clearlake, CA 95422 A.P.N.# 039-641-230
Owner: Tapia, Kristie Dawn
Unpaid Administrative Penalties- AC06414, AC06749, AC07036, AC07247, AC07600, AC07675, AC07815, AC07949, AC08068.
Total Lien Amount: \$12,520.00

8. Location: 3603 Peony Street Clearlake, CA 95422 A.P.N.# 039-632-070
Owner: Lowden, George
Unpaid Administrative Penalties- AC07248, AC07646, AC07719, AC07858, AC07951,
AC08073, AC08290, AC08412.
Total Lien Amount: \$10, 050.00

9. Location: 15523 33rd Avenue Clearlake, CA 95422 A.P.N.# 041-365-170
Owner: Davis, Terry
Unpaid Administrative Penalties- AC06509, AC06615, AC06739, AC06969, AC07180,
AC07311, AC07457, AC07628, AC07714, AC07855, AC09514, AC10224, AC10465,
AC10541, AC10669, AC10755, AC10845, AC10905, AC10990, AC11050.
Total Lien Amount: \$30,750.00

RESOLUTION NO. 2024-26

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLEARLAKE CONFIRMING UNPAID ADMINISTRATIVE PENALTIES AND APPROVING A LIEN AGAINST REAL PROPERTY LOCATED AT 3855 MONTEREY DRIVE, IN ACCORDANCE WITH CHAPTER 10 OF THE CLEARLAKE MUNICIPAL CODE

WHEREAS, the City of Clearlake has adopted Chapter 10 of the Clearlake Municipal Code establishing procedures for the attachment of liens against real property located within the City of Clearlake; and

WHEREAS, the City of Clearlake has complied with the procedure as set forth in said code(s); and

WHEREAS, the City Council has heard and acted on all protests at a Public Hearing held on June 20, 2024.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Clearlake that the Administrative Penalty amount(s) as set forth in Exhibit "A" are hereby declared a lien upon the described real property pursuant to the Clearlake Municipal Code, Chapter 10 and Government Code, Section 39501 through 39588 inclusive and;

Upon confirmation by the City Council, all unpaid Administrative Penalties, or portions thereof, shall become a lien against the subject property to the City of Clearlake. The City of Clearlake shall be named in the lien document, as party to receive notice of any and all payoff demands and / or other notices relating to the liens and;

Until the lien is satisfied, discharged or released, interest shall accrue on the principal amount of the judgement lien remaining unsatisfied at the maximum amount allowed by law.

BE IT FURTHER RESOLVED that the City Clerk of the City of Clearlake is hereby directed to deliver to the County Assessor, County Auditor, County Tax Collector and County Recorder the confirmed liens to be recorded opposite the parcel of land.

PASSED AND ADOPTED by the City Council of the City of Clearlake, County of Lake, State of California, on this 20th day of June 2024, by the following vote:

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

ATTEST:

City Clerk

Mayor, City of Clearlake

EXHIBIT A

- 1. Location: 3855 Monterey Drive Clearlake, CA 95422 A.P.N.# 037-104-240
Owner: Meek, Margaret
Action(s): Unpaid Administrative Penalties- AC06505, AC06584, AC06705, AC06887,
AC07159, AC08023, AC08094, AC08163, AC08257, AC08361, AC08465, AC08597,
AC08904, AC09316, AC09754, AC10018, CL07788, CL11465, CL11478
Total Lien Amount: \$10,500.00



City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-7275

Phone: (800) 969-6158
www.citationprocessingcenter.com

ADMINISTRATIVE CITATION

Section I, Item 14.

CITATION #: AC07857

RESPONSIBLE PARTY:
SYVERTSON SAMUEL
2941 6TH ST
CLEARLAKE, CA 95422-

GENERAL INFORMATION		
DATE OF VIOLATION: 09/12/2022 1:04 PM	DATE OF CITATION: 09/12/2022 1:04 PM	CASE # CE22-1432
LOCATION OF VIOLATION: 14081 WOODLAND DR	ISSUED BY: L. LAMBERT	BADGE #: 153

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$100.00
	CORRECTION REQUIRED: Remove and dispose of all trash and debris on property	
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$100.00
	CORRECTION REQUIRED: Remove all inoperative vehicles from property	
10-1.6 Z CMC	VIOLATION DESCRIPTION: VIOLATION OF CITY MUNICIPAL CODE	\$100.00
	CORRECTION REQUIRED: Remove all items from vacant unimproved parcel	
18-20.030 CMC	VIOLATION DESCRIPTION: OCCUPANCY OF VEHICLE, TRAILER OR RV	\$100.00
	CORRECTION REQUIRED: Vacate and remove travel trailer	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$400.00
---	-----------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC07857



Pay Or Appeal Online:
www.citationprocessingcenter.com
Citation #: AC07857
Time: 01:04 PM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

14081 WOODLAND DR
Payment Due Date: **10/03/2022**
Amount Due: **\$400.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1235146578 1213-3

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

DTR1208P *** 4000000169 169/1



SAMUEL, SYVERTSON
2941 6TH ST
CLEARLAKE CA 95422-9624

NOTICE DATE: 12/09/2022
AMOUNT DUE: \$600.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC07857	09/12/2022 01:04 PM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	14081 WOODLAND DR	\$150.00
AC07857	09/12/2022 01:04 PM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	14081 WOODLAND DR	\$150.00
AC07857	09/12/2022 01:04 PM	10-1.6 Z CMC, MUNI CODE VIOL AS NUISANCE	14081 WOODLAND DR	\$150.00
AC07857	09/12/2022 01:04 PM	18.20.030, VEHICLE AS DWELLING	14081 WOODLAND DR	\$150.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Notice Date	Notice Number
12/09/2022	TW1235146578

SAMUEL, SYVERTSON
2941 6TH ST
CLEARLAKE CA 95422-9624

TOTAL DUE NOW \$600.00



A convenience fee may be applied

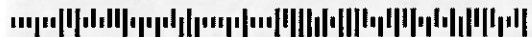
1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

09/12/22	AC07857	\$150.00	10-1.6 J CMC
09/12/22	AC07857	\$150.00	10-1.6 Q CMC
09/12/22	AC07857	\$150.00	10-1.6 Z CMC
09/12/22	AC07857	\$150.00	18.20.030



City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-7275

Phone: (800) 969-6158
www.citationprocessingcenter.com

ADMINISTRATIVE CITATION

Section I, Item 14.

GENERAL INFORMATION		
DATE OF VIOLATION: 09/28/2022 11:46 AM	DATE OF CITATION: 09/28/2022 11:46 AM	CASE # CE22-1432
LOCATION OF VIOLATION: 14081 WOODLAND DR	ISSUED BY: L. LAMBERT	BADGE #: 153

CITATION #: **AC07979**

RESPONSIBLE PARTY:
SYVERTSON SAMUEL
2941 6TH ST
CLEARLAKE, CA 95422-

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$200.00
	CORRECTION REQUIRED: Remove and dispose of all trash and debris on property	
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$200.00
	CORRECTION REQUIRED: Remove all inoperative vehicles from property	
10-1.6 Z CMC	VIOLATION DESCRIPTION: VIOLATION OF CITY MUNICIPAL CODE	\$200.00
	CORRECTION REQUIRED: Remove all items from vacant unimproved parcel	
18-20.030 CMC	VIOLATION DESCRIPTION: OCCUPANCY OF VEHICLE, TRAILER OR RV	\$200.00
	CORRECTION REQUIRED: Vacate and remove travel trailer	
TOTAL FINE AMOUNT DUE FOR THIS CITATION:		\$800.00

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: **AC07979**



Pay Or Appeal Online:
www.citationprocessingcenter.com
Citation #: AC07979
Time: 11:46 AM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

14081 WOODLAND DR
Payment Due Date: **10/19/2022**
Amount Due: **\$800.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1235303689 1213-3

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)



Scan Code
to Pay Now!

DTR1227V *** 7000000437 00.0003.0040 437/1
AUTO MIXED AADC 750



SAMUEL, SYVERTSON
2941 6TH ST
CLEARLAKE CA 95422-9624

NOTICE DATE: 12/28/2022
AMOUNT DUE: \$1,200.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC07979	09/28/2022 11:46 AM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	14081 WOODLAND DR	\$300.00
AC07979	09/28/2022 11:46 AM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	14081 WOODLAND DR	\$300.00
AC07979	09/28/2022 11:46 AM	10-1.6 Z CMC, MUNI CODE VIOL AS NUISANCE	14081 WOODLAND DR	\$300.00
AC07979	09/28/2022 11:46 AM	18.20.030, VEHICLE AS DWELLING	14081 WOODLAND DR	\$300.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Notice Date	Notice Number
12/28/2022	TW1235303689

SAMUEL, SYVERTSON
2941 6TH ST
CLEARLAKE CA 95422-9624

TOTAL DUE NOW \$1,200.00



A convenience fee may be applied

1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

09/28/22	AC07979	\$300.00	10-1.6 J CMC
09/28/22	AC07979	\$300.00	10-1.6 Q CMC
09/28/22	AC07979	\$300.00	10-1.6 Z CMC
09/28/22	AC07979	\$300.00	18.20.030



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CI

Section I, Item 14.

CITATION #: AC08067

GENERAL INFORMATION		
DATE OF VIOLATION: 10/25/2022 3:29 PM	DATE OF CITATION: 10/25/2022 3:29 PM	CASE # CE22-1432
LOCATION OF VIOLATION: 14081 WOODLAND DR	ISSUED BY: L. LAMBERT	BADGE #: 153

RESPONSIBLE PARTY:
SYVERTSON SAMUEL
 2941 6TH ST
 CLEARLAKE, CA 95422-

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Remove and dispose of all trash and debris on property	
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$500.00
	CORRECTION REQUIRED: Remove all inoperative vehicles from property	
10-1.6 Z CMC	VIOLATION DESCRIPTION: VIOLATION OF CITY MUNICIPAL CODE	\$500.00
	CORRECTION REQUIRED: Remove all items from vacant unimproved parcel	
18-20.030 CMC	VIOLATION DESCRIPTION: OCCUPANCY OF VEHICLE, TRAILER OR RV	\$500.00
	CORRECTION REQUIRED: Vacate and remove travel trailer	
18-20.070(b)2 CMC	VIOLATION DESCRIPTION: FENCE: PERIMETER FENCE NOT TO EXCEED 6 FT HEIGHT	\$0.00
	CORRECTION REQUIRED: Cut perimeter fencing which exceeds 6' in height	
TOTAL FINE AMOUNT DUE FOR THIS CITATION:		\$2000.00

Cut at dashed line and return the portion below with your payment.

Section I, Item 14.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC08067



Pay Or Appeal Online:
www.citationprocessingcenter.com
Citation #: AC08067
Time: 03:29 PM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

14081 WOODLAND DR

Payment Due Date: **11/15/2022**
Amount Due: **\$2000.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1235533328 1213-3

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

DTR0120L *** 7000000976 00.0003.0241 976/1
AUTO MIXED AADC 926

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

NOTICE DATE: 01/23/2023
AMOUNT DUE: \$3,000.00

SAMUEL, SYVERTSON
2941 6TH ST
CLEARLAKE CA 95422-9624

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC08067	10/25/2022 03:29 PM	10-1.6 J CMC, STORE JUNK, INOP VEHs, ETC.	14081 WOODLAND DR	\$750.00
AC08067	10/25/2022 03:29 PM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	14081 WOODLAND DR	\$750.00
AC08067	10/25/2022 03:29 PM	10-1.6 Z CMC, MUNI CODE VIOL AS NUISANCE	14081 WOODLAND DR	\$750.00
AC08067	10/25/2022 03:29 PM	18.20.030, VEHICLE AS DWELLING	14081 WOODLAND DR	\$750.00
AC08067	10/25/2022 03:29 PM	18-20.070(B)2, PERIMETER FENCE NOT TO EXCEED 6 FT HEIGH	14081 WOODLAND DR	\$0.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Notice Date	Notice Number	TOTAL DUE NOW	\$3,000.00
01/23/2023	TW1235533328		

SAMUEL, SYVERTSON
2941 6TH ST
CLEARLAKE CA 95422-9624



A convenience fee may be applied

1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

10/25/22	AC08067	\$750.00	10-1.6 J CMC
10/25/22	AC08067	\$750.00	10-1.6 Q CMC
10/25/22	AC08067	\$750.00	10-1.6 Z CMC
10/25/22	AC08067	\$750.00	18.20.030
10/25/22	AC08067	\$0.00	18-20.070(B)2



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CI

Section 1, Item 14.

GENERAL INFORMATION		
DATE OF VIOLATION: 11/30/2022 1:27 PM	DATE OF CITATION: 11/30/2022 1:27 PM	CASE # CE22-1432
LOCATION OF VIOLATION: 14081 WOODLAND DR	ISSUED BY: L. LAMBERT	BADGE #: 153

CITATION #: AC08181

RESPONSIBLE PARTY:
SYVERTSON SAMUEL
2941 6TH ST
CLEARLAKE, CA 95422-

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Remove and dispose of all trash and debris on property	
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$500.00
	CORRECTION REQUIRED: Remove all inoperative vehicles from property	
10-1.6 Z CMC	VIOLATION DESCRIPTION: VIOLATION OF CITY MUNICIPAL CODE	\$500.00
	CORRECTION REQUIRED: Remove all items from vacant unimproved parcel	
18-20.030 CMC	VIOLATION DESCRIPTION: OCCUPANCY OF VEHICLE, TRAILER OR RV	\$500.00
	CORRECTION REQUIRED: Vacate and remove travel trailers	
18-20.070(b)2 CMC	VIOLATION DESCRIPTION: FENCE: PERIMETER FENCE NOT TO EXCEED 6 FT HEIGHT	\$100.00
	CORRECTION REQUIRED: Cut perimeter fencing which exceeds 6' in height	
TOTAL FINE AMOUNT DUE FOR THIS CITATION:		\$2100.00

Cut at dashed line and return the portion below with your payment.

Section I, Item 14.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC08181



Pay Or Appeal Online:
www.citationprocessingcenter.com
Citation #: AC08181
Time: 01:27 PM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

14081 WOODLAND DR

Payment Due Date: **12/21/2022**
Amount Due: **\$2100.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

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Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1235863974 1213-3

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

OFFICIAL TAX OFFSET NOTICE
ADMINISTRATIVE CITATION(S)



Scan Code
to Pay Now!

DTR02270 *** 4000001726 1726/1
AUTO MIXED AADC 750



SAMUEL, SYVERTSON
2941 6TH ST
CLEARLAKE CA 95422-9624

NOTICE DATE: 02/28/2023
AMOUNT DUE: \$3,150.00

IMPORTANT

- 1. Send check or money order. NO CASH. US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Table with 5 columns: Citation #, Date & Time Issued, Description of Violation, Location, Amount. Contains 5 rows of citation data.

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Table with 2 columns: Notice Date, Notice Number. Values: 02/28/2023, TW1235863974

SAMUEL, SYVERTSON
2941 6TH ST
CLEARLAKE CA 95422-9624

TOTAL DUE NOW \$3,150.00



A convenience fee may be applied

1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number Exp. Zip Code:

Signature Phone



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

Summary table with 3 columns: Date, Citation #, Amount. Lists total amounts for each citation type.



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CI

Section I, Item 14.

CITATION #: AC08259

GENERAL INFORMATION		
DATE OF VIOLATION: 12/14/2022 9:18 AM	DATE OF CITATION: 12/19/2022 9:18 AM	CASE # CE22-1432
LOCATION OF VIOLATION: 14081 WOODLAND DR	ISSUED BY: L. LAMBERT	BADGE #: 153

RESPONSIBLE PARTY:
SYVERTSON SAMUEL
 2941 6TH ST
 CLEARLAKE, CA 95422-

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Remove and dispose of all trash and debris on property	
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$500.00
	CORRECTION REQUIRED: Remove all inoperative vehicles from property	
10-1.6 Z CMC	VIOLATION DESCRIPTION: VIOLATION OF CITY MUNICIPAL CODE	\$500.00
	CORRECTION REQUIRED: Remove all items from vacant unimproved parcel	
18-20.030 CMC	VIOLATION DESCRIPTION: OCCUPANCY OF VEHICLE, TRAILER OR RV	\$500.00
	CORRECTION REQUIRED: Vacate and remove travel trailers	
18-20.070(b)2 CMC	VIOLATION DESCRIPTION: FENCE: PERIMETER FENCE NOT TO EXCEED 6 FT HEIGHT	\$200.00
	CORRECTION REQUIRED: Cut perimeter fencing which exceeds 6' in height	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$2200.00
---	------------------

Cut at dashed line and return the portion below with your payment.

Section I, Item 14.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC08259



Pay Or Appeal Online:
www.citationprocessingcenter.com
Citation #: AC08259
Time: 09:18 AM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

14081 WOODLAND DR

Payment Due Date: **01/09/2023**
Amount Due: **\$2200.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1236040728 1213-3

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

OFFICIAL TAX OFFSET NOTICE
ADMINISTRATIVE CITATION(S)

DTR0316Q *** 4000000157 157/1



SAMUEL, SYVERTSON
2941 6TH ST
CLEARLAKE CA 95422-9624

NOTICE DATE: 03/17/2023
AMOUNT DUE: \$3,300.00

IMPORTANT
1. Send check or money order. NO CASH. US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.
FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).
If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.
If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Table with 5 columns: Citation #, Date & Time Issued, Description of Violation, Location, Amount. Contains 5 rows of citation data.

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Table with 2 columns: Notice Date, Notice Number. Values: 03/17/2023, TW1236040728

SAMUEL, SYVERTSON
2941 6TH ST
CLEARLAKE CA 95422-9624

TOTAL DUE NOW \$3,300.00



A convenience fee may be applied

1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number Exp. Zip Code:

Signature Phone



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

Summary table with 3 columns: Date, Citation #, Amount. Lists 5 citations totaling \$3,300.00.



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CI

Section I, Item 14.

CITATION #: AC08381

GENERAL INFORMATION		
DATE OF VIOLATION: 01/31/2023 9:44 AM	DATE OF CITATION: 02/01/2023 9:44 AM	CASE # CE22-1432
LOCATION OF VIOLATION: 14081 WOODLAND DR	ISSUED BY: L. LAMBERT	BADGE #: 153

RESPONSIBLE PARTY:
SYVERTSON SAMUEL
2941 6TH ST
CLEARLAKE, CA 95422-

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
18-20.070(b)2 CMC	VIOLATION DESCRIPTION: FENCE: PERIMETER FENCE NOT TO EXCEED 6 FT HEIGHT	\$500.00
	CORRECTION REQUIRED: Cut perimeter fencing which exceeds 6' in height	
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Remove and dispose of all trash and debris on property	
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$500.00
	CORRECTION REQUIRED: Remove and dispose of all trash and debris on property	
10-1.6 Z CMC	VIOLATION DESCRIPTION: VIOLATION OF CITY MUNICIPAL CODE	\$500.00
	CORRECTION REQUIRED: Remove all items from vacant unimproved parcel	
18-20.030 CMC	VIOLATION DESCRIPTION: OCCUPANCY OF VEHICLE, TRAILER OR RV	\$500.00
	CORRECTION REQUIRED: Vacate and remove travel trailers	
TOTAL FINE AMOUNT DUE FOR THIS CITATION:		\$2500.00

Cut at dashed line and return the portion below with your payment.

Section I, Item 14.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC08381



Pay Or Appeal Online:
www.citationprocessingcenter.com
Citation #: AC08381
Time: 09:44 AM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

14081 WOODLAND DR

Payment Due Date: **02/22/2023**

Amount Due: **\$2500.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

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If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1236426271 1213-3

Section I, Item 14.


City of Clearlake
 C/O Citation Processing Center
 P.O. Box 7275
 Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

DTR0428K *** 4000002083 2083/1
 AUTO MIXED AADC 750

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

 SAMUEL, SYVERTSON
 2941 6TH ST
 CLEARLAKE CA 95422-9624

NOTICE DATE: 05/01/2023
AMOUNT DUE: \$3,750.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC08381	02/01/2023 09:44 AM	18-20.070(B)2, PERIMETER FENCE NOT TO EXCEED 6 FT HEIGH	14081 WOODLAND DR	\$750.00
AC08381	02/01/2023 09:44 AM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	14081 WOODLAND DR	\$750.00
AC08381	02/01/2023 09:44 AM	10-1.6 Q CMC, ABANDONED, ETC, VEHICLES	14081 WOODLAND DR	\$750.00
AC08381	02/01/2023 09:44 AM	10-1.6 Z CMC, MUNI CODE VIOL AS NUISANCE	14081 WOODLAND DR	\$750.00
AC08381	02/01/2023 09:44 AM	18.20.030, VEHICLE AS DWELLING	14081 WOODLAND DR	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
 Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Notice Date	Notice Number
05/01/2023	TW1236426271

SAMUEL, SYVERTSON
 2941 6TH ST
 CLEARLAKE CA 95422-9624

TOTAL DUE NOW \$3,750.00



A convenience fee may be applied

1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
 C/O Citation Processing Center
 P.O. Box 7275
 Newport Beach, CA 92658-7275

02/01/23	AC08381	\$750.00	18-20.070(B)2
02/01/23	AC08381	\$750.00	10-1.6 J CMC
02/01/23	AC08381	\$750.00	10-1.6 Q CMC
02/01/23	AC08381	\$750.00	10-1.6 Z CMC
02/01/23	AC08381	\$750.00	18.20.030



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CI

Section I, Item 14.

CITATION #: AC08475

GENERAL INFORMATION		
DATE OF VIOLATION: 02/20/2023 8:58 AM	DATE OF CITATION: 02/21/2023 8:58 AM	CASE # CE22-1432
LOCATION OF VIOLATION: 14081 WOODLAND DR	ISSUED BY: L. LAMBERT	BADGE #: 153

RESPONSIBLE PARTY:
SYVERTSON SAMUEL
2941 6TH ST
CLEARLAKE, CA 95422-

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Remove and dispose of all trash and debris on property	
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$500.00
	CORRECTION REQUIRED: Remove all inoperative vehicles from property	
10-1.6 Z CMC	VIOLATION DESCRIPTION: VIOLATION OF CITY MUNICIPAL CODE	\$500.00
	CORRECTION REQUIRED: Remove all items from vacant unimproved parcel	
18-20.030 CMC	VIOLATION DESCRIPTION: OCCUPANCY OF VEHICLE, TRAILER OR RV	\$500.00
	CORRECTION REQUIRED: Vacate and remove travel trailers	
18-20.070(b)2 CMC	VIOLATION DESCRIPTION: FENCE: PERIMETER FENCE NOT TO EXCEED 6 FT HEIGHT	\$500.00
	CORRECTION REQUIRED: Cut perimeter fencing which exceeds 6' in height	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$2500.00
---	------------------

Cut at dashed line and return the portion below with your payment.

Section I, Item 14.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC08475



Pay Or Appeal Online:
www.citationprocessingcenter.com
Citation #: AC08475
Time: 08:58 AM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

14081 WOODLAND DR

Payment Due Date: **03/14/2023**
Amount Due: **\$2500.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1236627528 1213-3

Section I, Item 14.

City of Clearlake
 C/O Citation Processing Center
 P.O. Box 7275
 Newport Beach, CA 92658-7275



Scan Code
 to Pay Now!

DTR0519H *** 4000001151 1151/1
 AUTO MIXED AADC 750

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

NOTICE DATE: 05/22/2023
AMOUNT DUE: \$3,750.00



SAMUEL, SYVERTSON
 2941 6TH ST
 CLEARLAKE CA 95422-9624

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC08475	02/21/2023 08:58 AM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	14081 WOODLAND DR	\$750.00
AC08475	02/21/2023 08:58 AM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	14081 WOODLAND DR	\$750.00
AC08475	02/21/2023 08:58 AM	10-1.6 Z CMC, MUNI CODE VIOL AS NUISANCE	14081 WOODLAND DR	\$750.00
AC08475	02/21/2023 08:58 AM	18.20.030, VEHICLE AS DWELLING	14081 WOODLAND DR	\$750.00
AC08475	02/21/2023 08:58 AM	18-20.070(B)2, PERIMETER FENCE NOT TO EXCEED 6 FT HEIGH	14081 WOODLAND DR	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
 Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Notice Date	Notice Number
05/22/2023	TW1236627528

SAMUEL, SYVERTSON
 2941 6TH ST
 CLEARLAKE CA 95422-9624

TOTAL DUE NOW

\$3,750.00



A convenience fee may be applied

1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
 C/O Citation Processing Center
 P.O. Box 7275
 Newport Beach, CA 92658-7275

02/21/23 AC08475 \$750.00 10-1.6 J CMC
 02/21/23 AC08475 \$750.00 10-1.6 Q CMC
 02/21/23 AC08475 \$750.00 10-1.6 Z CMC
 02/21/23 AC08475 \$750.00 18.20.030
 02/21/23 AC08475 \$750.00 18-20.070(B)2



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CI

Section I, Item 14.

GENERAL INFORMATION		
DATE OF VIOLATION: 01/27/2020 3:34 PM	DATE OF CITATION: 01/27/2020 3:34 PM	CASE # 18-3427
LOCATION OF VIOLATION: 3864 LADDELL AVE	ISSUED BY: L. LAMBERT	BADGE #: 153

CITATION #: **AC01921**

RESPONSIBLE PARTY:

RAMIREZ JOSEPH
455 BAY STREET, #209
SAN FRANCISCO, CA 94133

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 B CMC	VIOLATION DESCRIPTION: ABANDONED, PARTIALLY CONST/DEST BUILDING	\$100.00
	CORRECTION REQUIRED: Demolish or make repairs to deteriorated dwelling	
CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 C CMC	VIOLATION DESCRIPTION: UNSECURED VACANT STRUCTURE	\$100.00
	CORRECTION REQUIRED: Secure dwelling in a manner so trespassers cannot enter	

TOTAL FINE AMOUNT DUE FOR THIS CITATION: \$200.00

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: **AC01921**



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC01921
 Time: 03:34 PM

Mail Payment To:
 City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-0479

3864 LADDELL AVE

Payment Due Date: **02/17/2020**
 Amount Due: **\$200.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

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Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1227053443 1213-3

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

DTR0423F *** 4000000137 137/1



RAMIREZ JOSEPH
455 BAY STREET
#209
SAN FRANCISCO CA 94133-1821

NOTICE DATE: 04/24/20
AMOUNT DUE: \$300.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC01921	01/27/20 03:34 PM	10-1.6 B CMC, ABANDONED, PARTIALLY CONST/DEST BUILDING	3864 LADDELL AVE	\$150.00
AC01921	01/27/20 03:34 PM	10-1.6 C CMC, UNSECURED VACANT STRUCTURE	3864 LADDELL AVE	\$150.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment - Use the enclosed envelope (1213-2)

Notice Date	Notice Number
04/24/20	TW1227053443

RAMIREZ JOSEPH
455 BAY STREET
#209
SAN FRANCISCO CA 94133-1821

TOTAL DUE NOW \$300.00



A convenience fee may be applied

1213-3

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

**DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:**

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

Signature _____ Phone _____

01/27/20 AC01921 \$150.00 10-1.6 B CMC
01/27/20 AC01921 \$150.00 10-1.6 C CMC



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CI

Section I, Item 14.

CITATION #: AC01976

GENERAL INFORMATION		
DATE OF VIOLATION: 02/12/2020 11:04 AM	DATE OF CITATION: 02/12/2020 11:04 AM	CASE # 18-3427
LOCATION OF VIOLATION: 3864 LADDELL AVE	ISSUED BY: L. LAMBERT	BADGE #: 153

RESPONSIBLE PARTY:
RAMIREZ JOSEPH
 455 BAY STREET, #209
 SAN FRANCISCO, CA 94133

Scan QR Code to
 Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 B CMC	VIOLATION DESCRIPTION: ABANDONED, PARTIALLY CONST/DEST BUILDING	\$200.00
	CORRECTION REQUIRED: Demolish or make repairs to deteriorated dwelling	

TOTAL FINE AMOUNT DUE FOR THIS CITATION: \$200.00

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC01976



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC01976
 Time: 11:04 AM

Mail Payment To:
 City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-0479

3864 LADDELL AVE

Payment Due Date: **03/04/2020**
 Amount Due: **\$200.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1227947816 1213-3

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

DTR0910E *** 4000003833 3833/1



RAMIREZ JOSEPH
455 BAY STREET
#209
SAN FRANCISCO CA 94133-1821

NOTICE DATE: 09/11/2020
AMOUNT DUE: \$300.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC01976	02/12/2020 11:04 AM	10-1.6 B CMC, ABANDONED, PARTIALLY CONST/DEST BUILDING	3864 LADELLE AVE	\$300.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Notice Date	Notice Number
09/11/2020	TW1227947816

RAMIREZ JOSEPH
455 BAY STREET
#209
SAN FRANCISCO CA 94133-1821

TOTAL DUE NOW \$300.00



1 2 2 7 9 4 7 8 1 6

A convenience fee may be applied

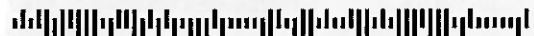
1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



City of Clearlake
Code Enforcement Division
14050 Olympic Dr. Clearlake, CA 95422
Phone (707)994-8201 / Fax (707) 995-2653

Palermo Drive LLC
155 W Washington Blvd Suite 1005
Los Angeles, CA 90015

Case # **CR-17-1039**
Date of Violation(s): **08/15/17**
Approx. Time of Violation(s): **0904**
Address: **14095 Villa Way**
A.P.N. #: **039-266-070**

ADMINISTRATIVE CITATION
(Aviso importante requiere traducción)

The City of Clearlake Code Enforcement Division, in accordance with C.M.C. 10-1.3, has deemed the above-mentioned property as a public nuisance. As property owner(s) and / or tenant(s), your immediate attention and actions are required in clearing said property of all violations. The above-mentioned property has been determined to be a public nuisance and in violation of the following Federal, State and / or local code(s):

- C.M.C. 10-1.6(b) Abandoned, destroyed or partially constructed building or structure
- C.M.C. 10-1.6(c) Windows and doors in a vacant structure which remain open or unsecured
- C.M.C. 10-1.6(e) Broken windows causing hazardous conditions or inviting to trespassers and / or mischief
- C.M.C. 10-1.6(f) Overgrown vegetation and / or weeds
- C.M.C. 10-1.6(j) Accumulation and / or storage of garbage, junk, appliances, inoperable vehicles etc. which is visible from street or adjoining property
- C.M.C. 10-1.6(w) Any condition recognized in law or in equity as constituting a public nuisance, or any condition existing on a property which constitutes visual blight
- CA H.S.C. 17920.3(a)14 General dilapidation or improper maintenance
- CA H.S.C. 17920.3(i) Accumulation of weeds, vegetation, junk, dead organic matter, debris, garbage, offal, rodent harborages, stagnant water, cumbustable materials, and similar materials or conditions that constitute a fire, health or safety hazard.

CORRECTIVE ACTION(S) IMMEDIATELY REQUIRED: Property was determined to be unsafe and uninhabitable on 04/28/15. Property remains in an unsafe and hazardous condition. Your immediate attention is required. Demolish or make repairs to existing dilapidated and partially boarded up dwelling structure. Demolition permit required. Remove and properly dispose of all trash, junk and debris from site. Cut and remove all overgrown vegetation, brush and / or weeds.

As property owner, you have failed to reach full voluntary compliance in clearing said property of all violations. This ADMINISTRATIVE CITATION is being issued to you, **Palermo Drive LLC**, the legal property owner(s) of **14095 Villa Way, Clearlake, CA 95422** where said violation(s) exist.



City of Clearlake
Code Enforcement Division
14050 Olympic Dr. Clearlake, CA 95422
Phone (707)994-8201 / Fax (707) 995-2653

Palermo Drive LLC
155 W Washington Blvd Suite 1005
Los Angeles, CA 90015

Case # CR-17-1039
Date of Violation(s): 08/15/17
Approx. Time of Violation(s): 0904
Address: 14095 Villa Way
A.P.N. #: 039-266-070

ADMINISTRATIVE CITATION INVOICE
(Aviso importante requiere traducción)

As property owner, you have failed to reach full voluntary compliance in clearing said property of all violations. An Administrative Citation was issued to you on 01/03/18. Administrative Penalties have now become due and must be paid in full within thirty (30) days from the date of this invoice to avoid further action(s).

Violation	Penalty	Days	Amount
C.M.C. 10-1.6(b)	\$100.00	25	\$2,500.00
C.M.C. 10-1.6(c)	-----	-----	-----
C.M.C. 10-1.6(e)	-----	-----	-----
C.M.C. 10-1.6(f)	-----	-----	-----
C.M.C. 10-1.6(j)	\$100.00	25	\$2,500.00
C.M.C. 10-1.6(w)	-----	-----	-----
CA H.S.C. 17920.3(a)14	-----	-----	-----
CA H.S.C. 17920.3(i)	-----	-----	-----
TOTAL AMOUNT DUE			\$5,000.00
DATE DUE			03/12/18

PENALTIES- Five (5) calendar days from the date of the Administrative Citation, in accordance with C.M.C. section(s) 1-5, 1-9, 10-1.12, 10-2.2, 10-2.4, 10-2.5, 10-2.6 and 10-2.7, Administrative Penalties began to accrue in the amount of \$100.00 per day per violation, not to exceed \$2,500.00 per violation in a calendar year. Each and every calendar day (concluding on the 25th consecutive day) the violation existed, the amount of said penalty became due. Administrative Penalties which are now due are to be paid in full upon thirty (30) days from the date of issuance. The City of Clearlake may pursue any legal remedy to collect an overdue administrative penalty, administrative cost or abatement cost by, but not limited to, recording the debt as a personal obligation, special assessment or property lien pursuant to C.M.C. section(s) 1-5, 1-9, 10-2.5, 10-2.6, 10-2.7, 10-2.8 and 10-5.

METHODS OF PAYMENT- You may pay your Administrative Penalties at the City of Clearlake City Hall, Monday – Thursday 8am – 5pm or by mailing payment to the City of Clearlake 14050 Olympic Dr. Clearlake, CA 95422. When making payment, you must include the attached payment coupon. City of Clearlake accepts cash, check, credit card or money order.

Invoice Date: 02/06/18



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CITATION

Section I, Item 14.

CITATION #: AC05883

GENERAL INFORMATION		
DATE OF VIOLATION: 11/16/2021 10:07 AM	DATE OF CITATION: 11/18/2021 10:07 AM	CASE # CE21-1888
LOCATION OF VIOLATION: 14101 VILLA WAY	ISSUED BY: L. LAMBERT	BADGE #: 153

RESPONSIBLE PARTY:

ANTHONY LIMTIACO
195 MOULTON
SAN FRANCISCO, CA 94123-

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 B CMC	VIOLATION DESCRIPTION: ABANDONED, PARTIALLY CONST/DEST BUILDING	\$100.00
	CORRECTION REQUIRED: Obtain permit and demolish destroyed structure	
CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$100.00
	CORRECTION REQUIRED: Legally dispose of all trash and debris on property	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$200.00
---	-----------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC05883



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC05883
 Time: 10:07 AM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

14101 VILLA WAY

Payment Due Date: **12/09/2021**
 Amount Due: **\$200.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



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Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

DTR0214L *** 4000002233 2233/1



LIMTIACO, ANTHONY
195 MOULTON
SAN FRANCISCO CA 94123-3476

NOTICE DATE: 02/15/2022
AMOUNT DUE: \$300.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC05883	11/18/2021 10:07 AM	10-1.6 B CMC, ABANDONED, PARTIALLY CONST/DEST BUILDING	14101 VILLA WAY	\$150.00
AC05883	11/18/2021 10:07 AM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	14101 VILLA WAY	\$150.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Notice Date	Notice Number	
02/15/2022	TW1232290475	
TOTAL DUE NOW		\$300.00

LIMTIACO, ANTHONY
195 MOULTON
SAN FRANCISCO CA 94123-3476



A convenience fee may be applied

1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

11/18/21	AC05883	\$150.00	10-1.6 B CMC
11/18/21	AC05883	\$150.00	10-1.6 J CMC



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CI

Section I, Item 14.

CITATION #: AC06041

GENERAL INFORMATION		
DATE OF VIOLATION: 12/06/2021 8:13 AM	DATE OF CITATION: 12/07/2021 8:13 AM	CASE # CE21-1888
LOCATION OF VIOLATION: 14101 VILLA WAY	ISSUED BY: L. LAMBERT	BADGE #: 153

RESPONSIBLE PARTY:
ANTHONY LIMTIACO
195 MOULTON
SAN FRANCISCO, CA 94123-

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 B CMC	VIOLATION DESCRIPTION: ABANDONED, PARTIALLY CONST/DEST BUILDING	\$200.00
	CORRECTION REQUIRED: Obtain permit and demolish destroyed structure	
CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$200.00
	CORRECTION REQUIRED: Legally dispose of all trash and debris on property	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$400.00
---	-----------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC06041



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC06041
 Time: 08:13 AM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

14101 VILLA WAY
 Payment Due Date: **12/28/2021**
 Amount Due: **\$400.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1233609580 1213-3

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

DTR0701L *** 4000000141 141/1



LIMTIACO, ANTHONY
195 MOULTON
SAN FRANCISCO CA 94123-3476

NOTICE DATE: 07/05/2022
AMOUNT DUE: \$600.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC06041	12/07/2021 08:13 AM	10-1.6 B CMC, ABANDONED, PARTIALLY CONST/DEST BUILDING	14101 VILLA WAY	\$300.00
AC06041	12/07/2021 08:13 AM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	14101 VILLA WAY	\$300.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Notice Date	Notice Number
07/05/2022	TW1233609580

LIMTIACO, ANTHONY
195 MOULTON
SAN FRANCISCO CA 94123-3476

TOTAL DUE NOW \$600.00



A convenience fee may be applied

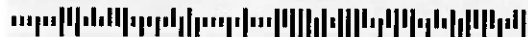
1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

12/07/21	AC06041	\$300.00	10-1.6 B CMC
12/07/21	AC06041	\$300.00	10-1.6 J CMC



City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-7275

Phone: (800) 969-6158
www.citationprocessingcenter.com

ADMINISTRATIVE CITATION Section I, Item 14.

GENERAL INFORMATION		
DATE OF VIOLATION: 01/05/2022 4:49 PM	DATE OF CITATION: 01/05/2022 4:49 PM	CASE # CE21-1888
LOCATION OF VIOLATION: 14101 VILLA WAY	ISSUED BY: L. LAMBERT	BADGE #: 153

CITATION #: AC06250

RESPONSIBLE PARTY:
ANTHONY LIMTIACO
195 MOULTON
SAN FRANCISCO, CA 94123-

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 B CMC	VIOLATION DESCRIPTION: ABANDONED, PARTIALLY CONST/DEST BUILDING	\$500.00
	CORRECTION REQUIRED: Obtain permit and demolish destroyed structure	
CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Legally dispose of all trash and debris on property	

TOTAL FINE AMOUNT DUE FOR THIS CITATION: \$1000.00

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC06250



Pay Or Appeal Online:
www.citationprocessingcenter.com
Citation #: AC06250
Time: 04:49 PM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

14101 VILLA WAY
Payment Due Date: **01/26/2022**
Amount Due: **\$1000.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1232706399 1213-3

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

DTR0401L *** 4000000674 674/1



LIMTIACO, ANTHONY
195 MOULTON
SAN FRANCISCO CA 94123-3476

NOTICE DATE: 04/04/2022
AMOUNT DUE: \$1,500.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC06250	01/05/2022 04:49 PM	10-1.6 B CMC, ABANDONED, PARTIALLY CONST/DEST BUILDING	14101 VILLA WAY	\$750.00
AC06250	01/05/2022 04:49 PM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	14101 VILLA WAY	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Notice Date	Notice Number	TOTAL DUE NOW	\$1,500.00
04/04/2022	TW1232706399		

LIMTIACO, ANTHONY
195 MOULTON
SAN FRANCISCO CA 94123-3476



A convenience fee may be applied

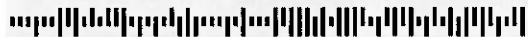
1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

01/05/22	AC06250	\$750.00	10-1.6 B CMC
01/05/22	AC06250	\$750.00	10-1.6 J CMC



City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-7275

Phone: (800) 969-6158
www.citationprocessingcenter.com

ADMINISTRATIVE CITATION Section I, Item 14.

GENERAL INFORMATION		
DATE OF VIOLATION: 01/19/2022 3:29 PM	DATE OF CITATION: 01/19/2022 3:29 PM	CASE # CE21-1888
LOCATION OF VIOLATION: 14101 VILLA WAY	ISSUED BY: L. LAMBERT	BADGE #: 153

CITATION #: AC06286

RESPONSIBLE PARTY:
ANTHONY LIMTIACO
195 MOULTON
SAN FRANCISCO, CA 94123-

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 B CMC	VIOLATION DESCRIPTION: ABANDONED, PARTIALLY CONST/DEST BUILDING	\$500.00
	CORRECTION REQUIRED: Obtain permit and demolish destroyed structure	
CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Legally dispose of all trash and debris on property	

TOTAL FINE AMOUNT DUE FOR THIS CITATION: \$1000.00

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC06286



Pay Or Appeal Online:
www.citationprocessingcenter.com
Citation #: AC06286
Time: 03:29 PM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

14101 VILLA WAY

Payment Due Date: **02/09/2022**
Amount Due: **\$1000.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1232861380 1213-3

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

DTR0415H *** 7000000361 00.0001.0361 361/1
AUTO MIXED AADC 750

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)



LIMTIACO, ANTHONY
195 MOULTON
SAN FRANCISCO CA 94123-3476

NOTICE DATE: 04/18/2022
AMOUNT DUE: \$1,500.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

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If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC06286	01/19/2022 03:29 PM	10-1.6 B CMC, ABANDONED, PARTIALLY CONST/DEST BUILDING	14101 VILLA WAY	\$750.00
AC06286	01/19/2022 03:29 PM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	14101 VILLA WAY	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment - Use the enclosed envelope (1213-2)

Notice Date	Notice Number
04/18/2022	TW1232861380

LIMTIACO, ANTHONY
195 MOULTON
SAN FRANCISCO CA 94123-3476

TOTAL DUE NOW \$1,500.00



A convenience fee may be applied

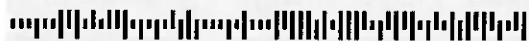
1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

01/19/22 AC06286 \$750.00 10-1.6 B CMC
01/19/22 AC06286 \$750.00 10-1.6 J CMC



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CITATION Section I, Item 14.

GENERAL INFORMATION		
DATE OF VIOLATION: 02/22/2022 4:11 PM	DATE OF CITATION: 02/22/2022 4:11 PM	CASE # CE21-1888
LOCATION OF VIOLATION: 14101 VILLA WAY	ISSUED BY: L. LAMBERT	BADGE #: 153

CITATION #: AC06384

RESPONSIBLE PARTY:
ANTHONY LIMTIACO
195 MOULTON
SAN FRANCISCO, CA 94123-

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 B CMC	VIOLATION DESCRIPTION: ABANDONED, PARTIALLY CONST/DEST BUILDING	\$500.00
	CORRECTION REQUIRED: Obtain permit and demolish destroyed structure	
CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Remove and legally dispose of all trash, junk and debris	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$1000.00
---	------------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC06384



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC06384
 Time: 04:11 PM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

14101 VILLA WAY

Payment Due Date: **03/15/2022**
 Amount Due: **\$1000.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

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If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1233206547 1213-3

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

DTR0520L *** 7000000425 00.0002.0029 425/1
AUTO MIXED AADC 750

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)



LIMTIACO, ANTHONY
195 MOULTON
SAN FRANCISCO CA 94123-3476

NOTICE DATE: 05/23/2022
AMOUNT DUE: \$1,500.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC06384	02/22/2022 04:11 PM	10-1.6 B CMC, ABANDONED, PARTIALLY CONST/DEST BUILDING	14101 VILLA WAY	\$750.00
AC06384	02/22/2022 04:11 PM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	14101 VILLA WAY	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Notice Date	Notice Number
05/23/2022	TW1233206547

LIMTIACO, ANTHONY
195 MOULTON
SAN FRANCISCO CA 94123-3476

TOTAL DUE NOW \$1,500.00



A convenience fee may be applied

1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

02/22/22 AC06384 \$750.00 10-1.6 B CMC
02/22/22 AC06384 \$750.00 10-1.6 J CMC



City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-7275

Phone: (800) 969-6158
www.citationprocessingcenter.com

ADMINISTRATIVE CITATION Section I, Item 14.

CITATION #: AC06475

GENERAL INFORMATION		
DATE OF VIOLATION: 03/23/2022 11:24 AM	DATE OF CITATION: 03/23/2022 11:24 AM	CASE # CE21-1888
LOCATION OF VIOLATION: 14101 VILLA WAY	ISSUED BY: L. LAMBERT	BADGE #: 153

RESPONSIBLE PARTY:

**ANTHONY LIMTIACO
195 MOULTON
SAN FRANCISCO, CA 94123-**

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 B CMC	VIOLATION DESCRIPTION: ABANDONED, PARTIALLY CONST/DEST BUILDING	\$500.00
	CORRECTION REQUIRED: Remove and legally dispose of all trash, junk and debris on property	
CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Obtain permit and demolish destroyed structure	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$1000.00
---	------------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC06475



Pay Or Appeal Online:
www.citationprocessingcenter.com
Citation #: AC06475
Time: 11:24 AM

Mail Payment To:
**City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479**

14101 VILLA WAY

Payment Due Date: **04/13/2022**
Amount Due: **\$1000.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1233463958 1213-3

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

DTR0617N *** 7000000282 00.0001.0282 282/1
AUTO MIXED AADC 604

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)



LIMTIACO, ANTHONY
195 MOULTON
SAN FRANCISCO CA 94123-3476

NOTICE DATE: 06/21/2022
AMOUNT DUE: \$1,500.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC06475	03/23/2022 11:24 AM	10-1.6 B CMC, ABANDONED, PARTIALLY CONST/DEST BUILDING	14101 VILLA WAY	\$750.00
AC06475	03/23/2022 11:24 AM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	14101 VILLA WAY	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-1)

Notice Date	Notice Number
06/21/2022	TW1233463958

LIMTIACO, ANTHONY
195 MOULTON
SAN FRANCISCO CA 94123-3476

TOTAL DUE NOW \$1,500.00



A convenience fee may be applied

1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

03/23/22 AC06475 \$750.00 10-1.6 B CMC
03/23/22 AC06475 \$750.00 10-1.6 J CMC



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CITATION Section I, Item 14.

GENERAL INFORMATION		
DATE OF VIOLATION: 04/25/2022 2:34 PM	DATE OF CITATION: 04/25/2022 2:34 PM	CASE # CE21-1888
LOCATION OF VIOLATION: 14101 VILLA WAY	ISSUED BY: L. LAMBERT	BADGE #: 153

CITATION #: AC06623

RESPONSIBLE PARTY:

ANTHONY LIMTIACO
195 MOULTON
SAN FRANCISCO, CA 94123-

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 B CMC	VIOLATION DESCRIPTION: ABANDONED, PARTIALLY CONST/DEST BUILDING	\$500.00
	CORRECTION REQUIRED: Remove and properly dispose of all trash, junk and debris	
CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Obtain permit and demolish destroyed structure	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$1000.00
---	------------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC06623



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC06623
 Time: 02:34 PM

Mail Payment To:
 City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-0479

14101 VILLA WAY

Payment Due Date: **05/16/2022**

Amount Due: **\$1000.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

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Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1233809883 1213-3

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

DTR0722M *** 4000001568 1568/1



LIMTIACO, ANTHONY
195 MOULTON
SAN FRANCISCO CA 94123-3476

NOTICE DATE: 07/25/2022
AMOUNT DUE: \$1,500.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC06623	04/25/2022 02:34 PM	10-1.6 B CMC, ABANDONED, PARTIALLY CONST/DEST BUILDING	14101 VILLA WAY	\$750.00
AC06623	04/25/2022 02:34 PM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	14101 VILLA WAY	\$750.00

*(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)*

Notice Date	Notice Number
07/25/2022	TW1233809883

LIMTIACO, ANTHONY
195 MOULTON
SAN FRANCISCO CA 94123-3476

TOTAL DUE NOW \$1,500.00



A convenience fee may be applied

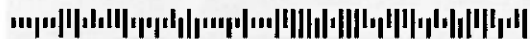
1213-3

**DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:**

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

04/25/22	AC06623	\$750.00	10-1.6 B CMC
04/25/22	AC06623	\$750.00	10-1.6 J CMC



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CITATION Section I, Item 14.

GENERAL INFORMATION		
DATE OF VIOLATION: 10/22/2020 2:00 PM	DATE OF CITATION: 10/26/2020 8:41 AM	CASE # CE20-0327
LOCATION OF VIOLATION: 16052 19TH AVE	ISSUED BY: S. FELDER	BADGE #: 220

CITATION #: AC03682

RESPONSIBLE PARTY:
SHELLEY KOLL
P O BOX 1635
CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
5-23.2 CMC	VIOLATION DESCRIPTION: UNLAWFUL CAMPING PRIVATE PROPERTY	\$100.00
	CORRECTION REQUIRED: Do not camp in travel trailers on the property.	
CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
18-2.801 CMC	VIOLATION DESCRIPTION: ZONING VIOLATION FOR R-1 ZONE	\$100.00
	CORRECTION REQUIRED: Remove all personal belongings and any other items from the vacant lot.	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$200.00
---	-----------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC03682



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC03682
 Time: 08:41 AM

Mail Payment To:
 City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-0479

16052 19TH AVE

Payment Due Date: **11/16/2020**

Amount Due: **\$200.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

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If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1228656473 1213-3

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

DTR1221F *** 4000001626 1626/1



SHELLEY KOLL
P O BOX 1635
CLEARLAKE CA 95422-1635

NOTICE DATE: 12/22/2020
AMOUNT DUE: \$300.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC03682	10/26/2020 08:41 AM	5-23.2 CMC, UNLAWFUL CAMPING (PRIVATE PROP)	16052 19TH AVE	\$150.00
AC03682	10/26/2020 08:41 AM	18-2.801 CMC, LIVESTOCK/POULTRY IN R-1 ZONE	16052 19TH AVE	\$150.00

*(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment - Use the enclosed envelope (1213-2)*

Notice Date	Notice Number
12/22/2020	TW1228656473

SHELLEY KOLL
P O BOX 1635
CLEARLAKE CA 95422-1635

TOTAL DUE NOW \$300.00



1 2 2 8 6 5 6 4 7 3

A convenience fee may be applied

1213-3

**DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:**

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

10/26/20 AC03682 \$150.00 5-23.2 CMC
10/26/20 AC03682 \$150.00 18-2.801 CMC



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CITATION

Section I, Item 14.

CITATION #: AC03782

GENERAL INFORMATION		
DATE OF VIOLATION: 11/09/2020 3:00 PM	DATE OF CITATION: 11/10/2020 8:45 AM	CASE # CE20-0327
LOCATION OF VIOLATION: 16052 19TH AVE	ISSUED BY: S. FELDER	BADGE #: 220

RESPONSIBLE PARTY:
SHELLEY KOLL
 P O BOX 1635
 CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
5-23.2 CMC	VIOLATION DESCRIPTION: UNLAWFUL CAMPING PRIVATE PROPERTY	\$200.00
	CORRECTION REQUIRED: Move travel trailers to a trailer park.	
CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
18-2.801 CMC	VIOLATION DESCRIPTION: ZONING VIOLATION FOR R-1 ZONE	\$200.00
	CORRECTION REQUIRED: Remove all personal belongings and vehicles from the vacant lot.	

TOTAL FINE AMOUNT DUE FOR THIS CITATION: \$400.00

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC03782



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC03782
 Time: 08:45 AM

Mail Payment To:
 City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-0479

16052 19TH AVE
 Payment Due Date: **12/01/2020**
 Amount Due: \$400.00

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

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Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1228757146 1213-3

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

DTR0104F *** 4000003347 3347/1



SHELLEY KOLL
P O BOX 1635
CLEARLAKE CA 95422-1635

NOTICE DATE: 01/05/2021
AMOUNT DUE: \$600.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

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Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC03782	11/10/2020 08:45 AM	5-23.2 CMC, UNLAWFUL CAMPING (PRIVATE PROP)	16052 19TH AVE	\$300.00
AC03782	11/10/2020 08:45 AM	18-2.801 CMC, ZONING VIOLATION FOR R-1 ZONE	16052 19TH AVE	\$300.00

*(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)*

Notice Date	Notice Number	
01/05/2021	TW1228757146	
TOTAL DUE NOW		\$600.00

SHELLEY KOLL
P O BOX 1635
CLEARLAKE CA 95422-1635



A convenience fee may be applied

1213-3

**DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:**

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

11/10/20	AC03782	\$300.00	5-23.2 CMC
11/10/20	AC03782	\$300.00	18-2.801 CMC



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275
 Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CITATION Section I, Item 14.

GENERAL INFORMATION		
DATE OF VIOLATION: 12/28/2020 2:00 PM	DATE OF CITATION: 12/29/2020 1:54 PM	CASE # CE20-0327
LOCATION OF VIOLATION: 16052 19TH AVE	ISSUED BY: S. FELDER	BADGE #: 220

CITATION #: AC04103

RESPONSIBLE PARTY:
SHELLEY KOLL
P O BOX 1635
CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
5-23.2 CMC	VIOLATION DESCRIPTION: UNLAWFUL CAMPING PRIVATE PROPERTY	\$500.00
	CORRECTION REQUIRED: Move travel trailers to trailerpark.	
CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
18-2.801 CMC	VIOLATION DESCRIPTION: ZONING VIOLATION FOR R-1 ZONE	\$500.00
	CORRECTION REQUIRED: Remove all personal belongings and vehicles from your property.	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$1000.00
---	------------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC04103



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC04103
 Time: 01:54 PM

Mail Payment To:
 City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-0479

16052 19TH AVE

Payment Due Date: **01/19/2021**

Amount Due: **\$1000.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1229149732 1213-3

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

DTR0222F *** 4000002607 2607/1



SHELLEY KOLL
P O BOX 1635
CLEARLAKE CA 95422-1635

NOTICE DATE: 02/23/2021
AMOUNT DUE: \$1,500.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC04103	12/29/2020 01:54 PM	5-23.2 CMC, UNLAWFUL CAMPING (PRIVATE PROP)	16052 19TH AVE	\$750.00
AC04103	12/29/2020 01:54 PM	18-2.801 CMC, ZONING VIOLATION FOR R-1 ZONE	16052 19TH AVE	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment - Use the enclosed envelope (1213-2)

Notice Date	Notice Number
02/23/2021	TW1229149732

SHELLEY KOLL
P O BOX 1635
CLEARLAKE CA 95422-1635

TOTAL DUE NOW \$1,500.00



1 2 2 9 1 4 9 7 3 2

A convenience fee may be applied

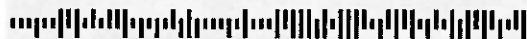
1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

12/29/20	AC04103	\$750.00	5-23.2 CMC
12/29/20	AC04103	\$750.00	18-2.801 CMC



City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-7275

Phone: (800) 969-6158
www.citationprocessingcenter.com

ADMINISTRATIVE CITATION

Section I, Item 14.

CITATION #: AC07034

GENERAL INFORMATION		
DATE OF VIOLATION: 05/31/2022 2:01 PM	DATE OF CITATION: 06/01/2022 6:34 AM	CASE # CE20-0327
LOCATION OF VIOLATION: 16052 19TH AVE	ISSUED BY: S. FELDER	BADGE #: 220

RESPONSIBLE PARTY:
SHELLEY KOLL
P O BOX 961
CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$100.00
	CORRECTION REQUIRED: Remove and legally dispose of the garbage, junk and/or debris from your property.	
18-2.801 CMC	VIOLATION DESCRIPTION: ZONING VIOLATION FOR R-1 ZONE	\$100.00
	CORRECTION REQUIRED: Do not store any personal belongings or other items on a vacant lot.	
18-20.030 CMC	VIOLATION DESCRIPTION: OCCUPANCY OF VEHICLE, TRAILER OR RV	\$100.00
	CORRECTION REQUIRED: Discontinue living in the trailers. You need to move them to a trailer park.	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$300.00
---	-----------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC07034



Pay Or Appeal Online:
www.citationprocessingcenter.com
Citation #: AC07034
Time: 06:34 AM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

16052 19TH AVE
Payment Due Date: **06/22/2022**
Amount Due: **\$300.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1233830315 1213-3

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

DTR07250 *** 4000002049 2049/1



KOLL, SHELLEY
P O BOX 961
CLEARLAKE CA 95422-0961

NOTICE DATE: 07/26/2022
AMOUNT DUE: \$450.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC07034	06/01/2022 06:34 AM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	16052 19TH AVE	\$150.00
AC07034	06/01/2022 06:34 AM	18-2.801 CMC, ZONING VIOLATION FOR R-1 ZONE	16052 19TH AVE	\$150.00
AC07034	06/01/2022 06:34 AM	18.20.030, VEHICLE AS DWELLING	16052 19TH AVE	\$150.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-5)

Notice Date	Notice Number
07/26/2022	TW1233830315

KOLL, SHELLEY
P O BOX 961
CLEARLAKE CA 95422-0961

TOTAL DUE NOW \$450.00



A convenience fee may be applied

1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

06/01/22	AC07034	\$150.00	10-1.6 J CMC
06/01/22	AC07034	\$150.00	18-2.801 CMC
06/01/22	AC07034	\$150.00	18.20.030



City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-7275

Phone: (800) 969-6158
www.citationprocessingcenter.com

ADMINISTRATIVE CI

Section I, Item 14.

GENERAL INFORMATION		
DATE OF VIOLATION: 06/20/2022 2:53 PM	DATE OF CITATION: 06/21/2022 7:12 AM	CASE # CE20-0327
LOCATION OF VIOLATION: 16052 19TH AVE	ISSUED BY: S. FELDER	BADGE #: 220

CITATION #: **AC07277**

RESPONSIBLE PARTY:
SHELLEY KOLL
P O BOX 961
CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$200.00
	CORRECTION REQUIRED: Remove and legally dispose of the garbage, junk and/or debris from your property.	
18-2.801 CMC	VIOLATION DESCRIPTION: ZONING VIOLATION FOR R-1 ZONE	\$200.00
	CORRECTION REQUIRED: Do not store any personal belongings or other items on a vacant lot.	
18-20.030 CMC	VIOLATION DESCRIPTION: OCCUPANCY OF VEHICLE, TRAILER OR RV	\$200.00
	CORRECTION REQUIRED: Discontinue living in the trailers. You need to move them to a trailer park.	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$600.00
---	-----------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: **AC07277**



Pay Or Appeal Online:
www.citationprocessingcenter.com
Citation #: AC07277
Time: 07:12 AM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

16052 19TH AVE

Payment Due Date: **07/12/2022**
Amount Due: **\$600.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1234036876 1213-3

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

DTR0815P *** 4000002934 2934/1



KOLL, SHELLEY
P O BOX 961
CLEARLAKE CA 95422-0961

NOTICE DATE: 08/16/2022
AMOUNT DUE: \$900.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC07277	06/21/2022 07:12 AM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	16052 19TH AVE	\$300.00
AC07277	06/21/2022 07:12 AM	18-2.801 CMC, ZONING VIOLATION FOR R-1 ZONE	16052 19TH AVE	\$300.00
AC07277	06/21/2022 07:12 AM	18.20.030, VEHICLE AS DWELLING	16052 19TH AVE	\$300.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment - Use the enclosed envelope (1213-2)

Notice Date	Notice Number
08/16/2022	TW1234036876

KOLL, SHELLEY
P O BOX 961
CLEARLAKE CA 95422-0961

TOTAL DUE NOW \$900.00



A convenience fee may be applied

1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

08/21/22	AC07277	\$300.00	10-1.6 J CMC
06/21/22	AC07277	\$300.00	18-2.801 CMC
06/21/22	AC07277	\$300.00	18.20.030



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CITATION

Section I, Item 14.

CITATION #: AC07445

GENERAL INFORMATION		
DATE OF VIOLATION: 07/06/2022 2:12 PM	DATE OF CITATION: 07/07/2022 6:56 AM	CASE # CE20-0327
LOCATION OF VIOLATION: 16052 19TH AVE	ISSUED BY: S. FELDER	BADGE #: 220

RESPONSIBLE PARTY:
SHELLEY KOLL
P O BOX 961
CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Remove and legally dispose of the garbage, junk and/or debris from your property.	
18-2.801 CMC	VIOLATION DESCRIPTION: ZONING VIOLATION FOR R-1 ZONE	\$500.00
	CORRECTION REQUIRED: Do not store any personal belongings or other items on a vacant lot.	
18-20.030 CMC	VIOLATION DESCRIPTION: OCCUPANCY OF VEHICLE, TRAILER OR RV	\$500.00
	CORRECTION REQUIRED: Discontinue living in the trailers. You need to move them to a trailer park.	

TOTAL FINE AMOUNT DUE FOR THIS CITATION: \$1500.00

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC07445



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC07445
 Time: 06:56 AM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

16052 19TH AVE
 Payment Due Date: **07/28/2022**
 Amount Due: **\$1500.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1234201855 1213-3

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

DTR09010 *** 4000000151 151/1



KOLL, SHELLEY
P O BOX 961
CLEARLAKE CA 95422-0961

NOTICE DATE: 09/02/2022
AMOUNT DUE: \$2,250.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC07445	07/07/2022 06:56 AM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	16052 19TH AVE	\$750.00
AC07445	07/07/2022 06:56 AM	18-2.801 CMC, ZONING VIOLATION FOR R-1 ZONE	16052 19TH AVE	\$750.00
AC07445	07/07/2022 06:56 AM	18.20.030, VEHICLE AS DWELLING	16052 19TH AVE	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-1)

Notice Date	Notice Number
09/02/2022	TW1234201855

KOLL, SHELLEY
P O BOX 961
CLEARLAKE CA 95422-0961

TOTAL DUE NOW \$2,250.00



A convenience fee may be applied

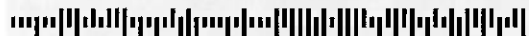
1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

07/07/22	AC07445	\$750.00	10-1.6 J CMC
07/07/22	AC07445	\$750.00	18-2.801 CMC
07/07/22	AC07445	\$750.00	18.20.030



City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-7275

Phone: (800) 969-6158
www.citationprocessingcenter.com

ADMINISTRATIVE CITATION Section I, Item 14.

GENERAL INFORMATION		
DATE OF VIOLATION: 08/01/2022 9:45 AM	DATE OF CITATION: 08/02/2022 11:14 AM	CASE # CE20-0327
LOCATION OF VIOLATION: 16052 19TH AVE	ISSUED BY: S. FELDER	BADGE #: 220

CITATION #: AC07626

RESPONSIBLE PARTY:

**SHELLEY KOLL
P O BOX 961
CLEARLAKE, CA 95422**

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Remove and legally dispose of the garbage, junk and/or debris from your property.	
18-20.030 CMC	VIOLATION DESCRIPTION: OCCUPANCY OF VEHICLE, TRAILER OR RV	\$500.00
	CORRECTION REQUIRED: Discontinue living in the trailers. You need to move them to a trailer park.	
18-2.801 CMC	VIOLATION DESCRIPTION: ZONING VIOLATION FOR R-1 ZONE	\$500.00
	CORRECTION REQUIRED: Do not store any personal belonging or any other items on a vacant lot.	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$1500.00
---	------------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC07626



Pay Or Appeal Online:
www.citationprocessingcenter.com
Citation #: AC07626
Time: 11:14 AM

Mail Payment To:
**City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479**

16052 19TH AVE

Payment Due Date: **08/23/2022**

Amount Due: **\$1500.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

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Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



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Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

DTR0926Q *** 4000002364 2364/1



KOLL, SHELLEY
P O BOX 961
CLEARLAKE CA 95422-0961

NOTICE DATE: 09/27/2022
AMOUNT DUE: \$2,250.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC07626	08/02/2022 11:14 AM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	16052 19TH AVE	\$750.00
AC07626	08/02/2022 11:14 AM	18.20.030, VEHICLE AS DWELLING	16052 19TH AVE	\$750.00
AC07626	08/02/2022 11:14 AM	18-2.801 CMC, ZONING VIOLATION FOR R-1 ZONE	16052 19TH AVE	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment - Use the enclosed envelope (1213-2)

Notice Date	Notice Number
09/27/2022	TW1234434628

KOLL, SHELLEY
P O BOX 961
CLEARLAKE CA 95422-0961

TOTAL DUE NOW **\$2,250.00**



A convenience fee may be applied

1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

08/02/22	AC07626	\$750.00	10-1.6 J CMC
08/02/22	AC07626	\$750.00	18.20.030
08/02/22	AC07626	\$750.00	18-2.801 CMC



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CITATION

Section I, Item 14.

CITATION #: AC08343

GENERAL INFORMATION		
DATE OF VIOLATION: 01/18/2023 2:21 PM	DATE OF CITATION: 01/24/2023 9:48 AM	CASE # CE20-0327
LOCATION OF VIOLATION: 16052 19TH AVE	ISSUED BY: S. FELDER	BADGE #: 220

RESPONSIBLE PARTY:

SHELLEY KOLL
P O BOX 961
CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Remove and legally dispose of the garbage, junk and/or debris from your property.	
18-20.030 CMC	VIOLATION DESCRIPTION: OCCUPANCY OF VEHICLE, TRAILER OR RV	\$500.00
	CORRECTION REQUIRED: Discontinue living in your trailer. You need to move it to a trailer park.	
18-2.801 CMC	VIOLATION DESCRIPTION: ZONING VIOLATION FOR R-1 ZONE	\$500.00
	CORRECTION REQUIRED: Do not store any personal belongings on a vacant parcel.	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$1500.00
---	------------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC08343



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC08343
 Time: 09:48 AM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

16052 19TH AVE

Payment Due Date: **02/14/2023**

Amount Due: **\$1500.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



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Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

DTR0320Q *** 4000000986 986/1
AUTO MIXED AADC 750

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

NOTICE DATE: 03/21/2023
AMOUNT DUE: \$2,250.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

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If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC08343	01/24/2023 09:48 AM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	16052 19TH AVE	\$750.00
AC08343	01/24/2023 09:48 AM	18.20.030, VEHICLE AS DWELLING	16052 19TH AVE	\$750.00
AC08343	01/24/2023 09:48 AM	18-2.801 CMC, ZONING VIOLATION FOR R-1 ZONE	16052 19TH AVE	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment - Use the enclosed envelope (1213-2)

Notice Date	Notice Number
03/21/2023	TW1236066736

KOLL, SHELLEY
P O BOX 961
CLEARLAKE CA 95422-0961

TOTAL DUE NOW \$2,250.00



A convenience fee may be applied

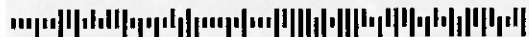
1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

01/24/23	AC08343	\$750.00	10-1.6 J CMC
01/24/23	AC08343	\$750.00	18.20.030
01/24/23	AC08343	\$750.00	18-2.801 CMC



City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-7275

Phone: (800) 969-6158
www.citationprocessingcenter.com

ADMINISTRATIVE CI

Section I, Item 14.

GENERAL INFORMATION		
DATE OF VIOLATION: 02/23/2023 3:17 PM	DATE OF CITATION: 02/27/2023 9:57 AM	CASE # CE20-0327
LOCATION OF VIOLATION: 16052 19TH AVE	ISSUED BY: S. FELDER	BADGE #: 220

CITATION #: AC08489

RESPONSIBLE PARTY:
SHELLEY KOLL
P O BOX 961
CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Remove and legally dispose of the garabge, junk and/or debris from your property.	
18-20.030 CMC	VIOLATION DESCRIPTION: OCCUPANCY OF VEHICLE, TRAILER OR RV	\$500.00
	CORRECTION REQUIRED: Discontinue living in your trailer. You need to move it to a trailer park.	
18-2.801 CMC	VIOLATION DESCRIPTION: ZONING VIOLATION FOR R-1 ZONE	\$500.00
	CORRECTION REQUIRED: Do not store any peronal belongings on a vacant parcel.	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$1500.00
---	------------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC08489



Pay Or Appeal Online:
www.citationprocessingcenter.com
Citation #: AC08489
Time: 09:57 AM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

16052 19TH AVE

Payment Due Date: **03/20/2023**
Amount Due: **\$1500.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

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1236385369 1213-3

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)



Scan Code
to Pay Now!

DTR0424P *** 7000000556 00.0005.0003 556/1
AUTO SCH 5-DIGIT 95422



KOLL, SHELLEY
P O BOX 961
CLEARLAKE CA 95422-0961

NOTICE DATE: 04/25/2023
AMOUNT DUE: \$2,250.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

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FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC08489	02/27/2023 09:57 AM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	16052 19TH AVE	\$750.00
AC08489	02/27/2023 09:57 AM	18.20.030, VEHICLE AS DWELLING	16052 19TH AVE	\$750.00
AC08489	02/27/2023 09:57 AM	18-2.801 CMC, ZONING VIOLATION FOR R-1 ZONE	16052 19TH AVE	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment - Use the enclosed envelope (1213-5)

Notice Date	Notice Number
04/25/2023	TW1236385369

KOLL, SHELLEY
P O BOX 961
CLEARLAKE CA 95422-0961

TOTAL DUE NOW \$2,250.00



A convenience fee may be applied

1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

02/27/23	AC08489	\$750.00	10-1.6 J CMC
02/27/23	AC08489	\$750.00	18.20.030
02/27/23	AC08489	\$750.00	18-2.801 CMC



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CITATION

Section I, Item 14.

CITATION #: AC00056

GENERAL INFORMATION		
DATE OF VIOLATION: 03/20/2019 4:36 PM	DATE OF CITATION: 03/20/2019 4:36 PM	CASE # 19-76
LOCATION OF VIOLATION: 14870 CLEMENT DR	ISSUED BY: G. COPAS	BADGE #: 230

RESPONSIBLE PARTY:

Randon S Freiling
5614 Matilija Avenue
Van Nuys, CA 91404

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$100.00
	CORRECTION REQUIRED: Remove all trash, junk and debris	
10-1.6 C CMC	VIOLATION DESCRIPTION: UNSECURED VACANT STRUCTURE	\$100.00
	CORRECTION REQUIRED: Secure all openings to structure	
10-1.6 E CMC	VIOLATION DESCRIPTION: BROKEN WINDOWS	\$100.00
	CORRECTION REQUIRED: All broken windows to dwelling needs to be replaced / or repaired	
17920.3(A)5 HSC	VIOLATION DESCRIPTION: HOT/COLD RUNNING WATER REQUIRED	\$100.00
	CORRECTION REQUIRED: Hot and cold running water needs to be reinstated	
17920.3(G)2 HSC	VIOLATION DESCRIPTION: FAULTY WEATHER PROTECTION-WALLS/DOORS/ROOFS	\$100.00
	CORRECTION REQUIRED: Faulty weather protection needs to be replaced / or repaired	
TOTAL FINE AMOUNT DUE FOR THIS CITATION:		\$500.00

CITY OF CLEARLAKE ADMINISTRATIVE CITATION

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1224215291 1213-3

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

OFFICIAL TAX OFFSET NOTICE
ADMINISTRATIVE CITATION(S)

DTR0612D *** 7000000015 00.0001.0015 15/1
SNGLP 750



FREILING RANDON S
7800 BEVERLY BLVD #43
LOS ANGELES CA 90036-2112

NOTICE DATE: 06/13/19
AMOUNT DUE: \$750.00

IMPORTANT
1. Send check or money order. NO CASH. US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.
FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).
If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.
If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Table with 5 columns: Citation #, Date & Time Issued, Description of Violation, Location, Amount. Contains 5 rows of citation data.

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Table with 2 columns: Notice Date, Notice Number. Values: 06/13/19, TW1224215291

FREILING RANDON S
7800 BEVERLY BLVD #43
LOS ANGELES CA 90036-2112

TOTAL DUE NOW \$750.00



A convenience fee may be applied

1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number Exp. Zip Code:

Signature Phone



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

Summary table with 4 columns: Date, Citation #, Amount, Description. Lists 5 citations totaling \$750.00.



City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-7275

Phone: (800) 969-6158
www.citationprocessingcenter.com

ADMINISTRATIVE CITATION Section I, Item 14.

CITATION #: AC06414

GENERAL INFORMATION		
DATE OF VIOLATION: 03/07/2022 2:52 PM	DATE OF CITATION: 03/07/2022 2:52 PM	CASE # CE22-0086
LOCATION OF VIOLATION: 3557 UKIAH ST	ISSUED BY: L. LAMBERT	BADGE #: 153

RESPONSIBLE PARTY:

Kristie Tapia
3557 UKIAH ST
CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$200.00
	CORRECTION REQUIRED: Remove all trash, junk, debris and vehicle parts in public view	
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$200.00
	CORRECTION REQUIRED: Remove all inoperative vehicles from property and rear property	
10-1.6 V CMC	VIOLATION DESCRIPTION: STORAGE OF WOOD OR COMBUSTIBLE MATERIALS	\$200.00
	CORRECTION REQUIRED: Safely store firewood so not in public view.	
10-1.6 AA CMC	VIOLATION DESCRIPTION: PROPERTY USE IN VIOLATION OF LAW	\$200.00
	CORRECTION REQUIRED: Discontinue all vehicle repairs on property	
TOTAL FINE AMOUNT DUE FOR THIS CITATION:		\$800.00

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC06414



Pay Or Appeal Online:
www.citationprocessingcenter.com
Citation #: AC06414
Time: 02:52 PM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

3557 UKIAH ST
Payment Due Date: **03/28/2022**
Amount Due: **\$800.00** 179

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1233609583 1213-3

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

DTR0701L *** 4000000144 144/1



TAPIA, KRISTIE
3557 UKIAH ST
CLEARLAKE CA 95422-8872

NOTICE DATE: 07/05/2022
AMOUNT DUE: \$1,100.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time issued	Description of Violation	Location	Amount
AC06414	03/07/2022 02:52 PM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	3557 UKIAH ST	\$200.00
AC06414	03/07/2022 02:52 PM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	3557 UKIAH ST	\$300.00
AC06414	03/07/2022 02:52 PM	10-1.6 V CMC, STORAGE OF WOOD OR COMBUSTIBLE MATERIALS	3557 UKIAH ST	\$300.00
AC06414	03/07/2022 02:52 PM	10-1.8 AA CMC, PROPERTY USE IN VIOLATION OF LAW	3557 UKIAH ST	\$300.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment - Use the enclosed envelope (1213-2)

Notice Date	Notice Number
07/05/2022	TW1233609583

TAPIA, KRISTIE
3557 UKIAH ST
CLEARLAKE CA 95422-8872

TOTAL DUE NOW \$1,100.00



A convenience fee may be applied

1213-3

**DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:**

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

03/07/22	AC06414	\$200.00	10-1.6 J CMC
03/07/22	AC06414	\$300.00	10-1.6 Q CMC
03/07/22	AC06414	\$300.00	10-1.6 V CMC
03/07/22	AC06414	\$300.00	10-1.6 AA CMC

City of Clearlake
C/O Citation Processing Center
P.O. Box 11024
Newport Beach, CA 92656

Section I, Item 14.

**RESULT OF
ADMINISTRATIVE REVIEW**

DTQ0328A *** 4000000005 5/1 50092794



KRISTIE TAPIA
3557 UKIAH STREET
CLEARLAKE CA 95422-8872

Mailing Date: 3/29/2022

Balance Due: \$800.00

Citation: AC06414

Citation Date: 3/7/2022

Case Number: CE22-0086

Results:

Violation	Disposition	Adjudication Comments
10-1.6 J CMC :STORE JUNK, INOP VEHS, ETC.	Upheld	
10-1.6 Q CMC :ABANDONED, ETC. VEHICLES	Upheld	
10-1.6 V CMC :STORAGE OF WOOD OR COMBUSTIBLE MATERIALS	Upheld	
10-1.6 AA CMC :PROPERTY USE IN VIOLATION OF LAW	Upheld	

Thank you for your recent request for an Initial Review. The result of the Initial Review is as follows:

The citation has been UPHELD. You have 15 days from the date of this letter to pay the fine associated with this citation. There was sufficient evidence to issue the citation.

No evidence to support reasonable doubt that the violation did not occur at time of violation.

As an alternative within 15 days of the mailing of this notice, you may choose to request an Administrative Hearing by logging onto the website at www.CitationProcessingCenter.com and following the prompts in the 'Appeal' section (left-hand column of the web page). In order to schedule an Administrative Hearing, you must pay as a deposit, the fine associated with this citation or \$1,000, whichever is less. The fine will be returned to you if the Administrative Hearing results in an 'overturned' citation.

A fee waiver is available if you are unable to post the deposit due to financial hardship. You must submit a 'Request for Advance Deposit Hardship Waiver' form along with the 'Admin Cite Request for Administrative Hearing' form. The forms may be obtained at www.CitationProcessingCenter.com. For questions, please call CPC at 1 (800) 969-6158.

You may also obtain the forms by visiting the Clearlake Police Department lobby at 14050 Olympic Drive, Clearlake, CA.

Payment can be made by Phone: (800) 969-6158, Internet: www.CitationProcessingCenter.com, Mail: City of Clearlake, Citation Processing Center, P O Box 7275, Newport Beach, CA 92658-7275, or in Person at: Clearlake Police Department, 14050 Olympic Dr, Clearlake, CA 95422.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

DTP0509A *** 7000000005 00.0001.0005 5/1
SNGLP 750



KRISTIE TAPIA
3557 UKIAH ST
CLEARLAKE CA 95422-8872

PAYMENT PLAN CONFIRMATION LETTER

Mailing Date: 05-09-2022
Payment Plan ID: 29988
Citation(s) AC06414
Balance Due: \$1,220.00

Thank you for your recent request for a Payment Plan. We are pleased to inform you that your recent request has been approved. We have placed your citation(s) on hold such that no further penalties will accrue, dependent on each payment being received on or before the dates provided below.

Please note that a processing fee may have been added to the first payment amount.

Payment Number	Amount Due	Payment Due Date
1	\$120.00	05-21-2022
2	\$100.00	06-21-2022
3	\$100.00	07-21-2022
4	\$100.00	08-21-2022
5	\$100.00	09-21-2022
6	\$100.00	10-21-2022
7	\$100.00	11-21-2022
8	\$100.00	12-21-2022
9	\$100.00	01-21-2023
10	\$100.00	02-21-2023
11	\$100.00	03-21-2023
12	\$100.00	04-21-2023

You may pay online at www.CitationProcessingCenter.com, by telephone at (800) 989-2058 or by mail to the address above. A convenience fee may be applied for payments made online and via phone.

PAYMENTS MUST BE RECEIVED ON OR BEFORE THE PAYMENT DUE DATE.

If a payment is received after the due dates defined above, the remaining bail amount shall revert to the original schedule, penalties may be added, and the payment plan will be canceled. Please note a copy of this letter has been provided to the issuing agency.

Thank you for your prompt attention,
City of Clearlake
C/O Citation Processing Center



City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-7275

Phone: (800) 969-6158
www.citationprocessingcenter.com

ADMINISTRATIVE CITATION Section I, Item 14.

GENERAL INFORMATION		
DATE OF VIOLATION: 05/09/2022 3:15 PM	DATE OF CITATION: 05/09/2022 3:15 PM	CASE # CE22-0086
LOCATION OF VIOLATION: 3557 UKIAH ST	ISSUED BY: L. LAMBERT	BADGE #: 153

CITATION #: AC06749

RESPONSIBLE PARTY:

Kristie Tapia
3557 UKIAH ST
CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Remove all trash, junk, debris and vehicle parts in public view	
CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$500.00
	CORRECTION REQUIRED: Remove all inoperative vehicles from property	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$1000.00
---	------------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC06749



Pay Or Appeal Online:
www.citationprocessingcenter.com
Citation #: AC06749
Time: 03:15 PM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

3557 UKIAH ST
Payment Due Date: **05/30/2022**
Amount Due: **\$1000.00**

CITY OF CLEARLAKE ADMINISTRATIVE CITATION

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1233830290 1213-3

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)



Scan Code
to Pay Now!

DTR07250 *** 4000002024 2024/1



TAPIA, KRISTIE
3557 UKIAH ST
CLEARLAKE CA 95422-8872

NOTICE DATE: 07/26/2022
AMOUNT DUE: \$1,500.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC06749	05/09/2022 03:15 PM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	3557 UKIAH ST	\$750.00
AC06749	05/09/2022 03:15 PM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	3557 UKIAH ST	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-5)

Notice Date	Notice Number
07/26/2022	TW1233830290

TAPIA, KRISTIE
3557 UKIAH ST
CLEARLAKE CA 95422-8872

TOTAL DUE NOW \$1,500.00



A convenience fee may be applied

1213-3

**DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:**

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

05/09/22	AC06749	\$750.00	10-1.6 J CMC
05/09/22	AC06749	\$750.00	10-1.6 Q CMC

City of Clearlake
C/O Citation Processing Center
P.O. Box 11024
Newport Beach, CA 92656

Section I, Item 14.

RESULT OF
ADMINISTRATIVE REVIEW

DTQ0523A *** 7000000009 00.0001.0009 9/1
SNGLP 750 51165793



KRISTIE TAPIA
3557 UKIAH STREET
CLEARLAKE CA 95422-8872

Mailing Date: 5/24/2022

Balance Due: \$1,000.00

Citation: AC06749

Citation Date: 5/9/2022

Case Number: CE22-0086

Results:

Violation	Disposition	Adjudication Comments
10-1.6 J CMC :STORE JUNK, INOP VEHS, ETC.	Upheld	
10-1.6 Q CMC :ABANDONED, ETC. VEHICLES	Upheld	

Thank you for your recent request for an Initial Review. The result of the Initial Review is as follows:

The citation has been UPHELD. You have 15 days from the date of this letter to pay the fine associated with this citation. There was sufficient evidence to issue the citation.

No evidence to support reasonable doubt that the violation did not occur at time of violation.

As an alternative within 15 days of the mailing of this notice, you may choose to request an Administrative Hearing by logging onto the website at www.CitationProcessingCenter.com and following the prompts in the 'Appeal' section (left-hand column of the web page). In order to schedule an Administrative Hearing, you must pay as a deposit, the fine associated with this citation or \$1,000, whichever is less. The fine will be returned to you if the Administrative Hearing results in an 'overturned' citation.

A fee waiver is available if you are unable to post the deposit due to financial hardship. You must submit a 'Request for Advance Deposit Hardship Waiver' form along with the 'Admin Cite Request for Administrative Hearing' form. The forms may be obtained at www.CitationProcessingCenter.com. For questions, please call CPC at 1 (800) 969-6158.

You may also obtain the forms by visiting the Clearlake Police Department lobby at 14050 Olympic Drive, Clearlake, CA.

Payment can be made by Phone: (800) 969-6158, Internet: www.CitationProcessingCenter.com, Mail: City of Clearlake, Citation Processing Center, P O Box 7275, Newport Beach, CA 92658-7275, or in Person at: Clearlake Police Department, 14050 Olympic Dr, Clearlake, CA 95422.



City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-7275

Phone: (800) 969-6158
www.citationprocessingcenter.com

ADMINISTRATIVE CI

Section I, Item 14.

CITATION #: AC07036

GENERAL INFORMATION		
DATE OF VIOLATION: 05/26/2022 8:06 AM	DATE OF CITATION: 06/01/2022 8:06 AM	CASE # CE22-0086
LOCATION OF VIOLATION: 3557 UKIAH ST	ISSUED BY: L. LAMBERT	BADGE #: 153

RESPONSIBLE PARTY:

Kristie Tapia
3557 UKIAH ST
CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Remove all trash, junk, debris and vehicle parts in public view	
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$500.00
	CORRECTION REQUIRED: Remove all inoperative vehicles from property	
18-20.070 CMC	VIOLATION DESCRIPTION: FENCES, WALLS, TRASH ENCLOSURES AND HEDGES	\$100.00
	CORRECTION REQUIRED: Remove unsightly fencing and correct fencing in setbacks	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$1100.00
---	------------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC07036



Pay Or Appeal Online:
www.citationprocessingcenter.com
Citation #: AC07036
Time: 08:06 AM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

3557 UKIAH ST

Payment Due Date: **06/22/2022**

Amount Due: **\$1100.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1234145797 1213-3

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

DTR0826N *** 4000001332 1332/1



TAPIA, KRISTIE
3557 UKIAH ST
CLEARLAKE CA 95422-8872

NOTICE DATE: 08/29/2022
AMOUNT DUE: \$1,650.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC07036	06/01/2022 08:06 AM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	3557 UKIAH ST	\$750.00
AC07036	06/01/2022 08:06 AM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	3557 UKIAH ST	\$750.00
AC07036	06/01/2022 08:06 AM	18-20.070, FENCES, WALLS, TRASH ENCLOSURES, HEDGES	3557 UKIAH ST	\$150.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-3)

Notice Date	Notice Number	TOTAL DUE NOW	Amount
08/29/2022	TW1234145797		\$1,650.00

TAPIA, KRISTIE
3557 UKIAH ST
CLEARLAKE CA 95422-8872



A convenience fee may be applied

1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

06/01/22	AC07036	\$750.00	10-1.6 J CMC
06/01/22	AC07036	\$750.00	10-1.6 Q CMC
06/01/22	AC07036	\$150.00	18-20.070



City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-7275

Phone: (800) 969-6158
www.citationprocessingcenter.com

ADMINISTRATIVE CI

Section I, Item 14.

CITATION #: AC07247

GENERAL INFORMATION		
DATE OF VIOLATION: 06/16/2022 10:19 AM	DATE OF CITATION: 06/16/2022 10:19 AM	CASE # CE22-0086
LOCATION OF VIOLATION: 3557 UKIAH ST	ISSUED BY: L. LAMBERT	BADGE #: 153

RESPONSIBLE PARTY:

Kristie Tapia
3557 UKIAH ST
CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Remove all trash, junk, debris and vehicle parts in public view	
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$500.00
	CORRECTION REQUIRED: Remove all inoperative vehicles from property	
18-20.070 CMC	VIOLATION DESCRIPTION: FENCES, WALLS, TRASH ENCLOSURES AND HEDGES	\$500.00
	CORRECTION REQUIRED: Remove unsightly fencing and correct fencing in setbacks	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$1500.00
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Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC07247



Pay Or Appeal Online:
www.citationprocessingcenter.com
Citation #: AC07247
Time: 10:19 AM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

3557 UKIAH ST
Payment Due Date: **07/07/2022**
Amount Due: **\$1500.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1234369204 1213-3

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

DTR0919Q *** 4000002551 2551/1



TAPIA, KRISTIE
3557 UKIAH ST
CLEARLAKE CA 95422-8872

NOTICE DATE: 09/20/2022
AMOUNT DUE: \$2,270.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC07247	06/16/2022 10:19 AM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	3557 UKIAH ST	\$770.00
AC07247	06/16/2022 10:19 AM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	3557 UKIAH ST	\$750.00
AC07247	06/16/2022 10:19 AM	18-20.070, FENCES, WALLS, TRASH ENCLOSURES, HEDGES	3557 UKIAH ST	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Notice Date	Notice Number
09/20/2022	TW1234369204

TOTAL DUE NOW \$2,270.00

TAPIA, KRISTIE
3557 UKIAH ST
CLEARLAKE CA 95422-8872



A convenience fee may be applied

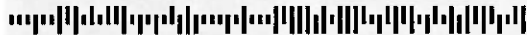
1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

06/16/22	AC07247	\$770.00	10-1.6 J CMC
06/16/22	AC07247	\$750.00	10-1.6 Q CMC
06/16/22	AC07247	\$750.00	18-20.070

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

DTP0623A *** 4000000007 7/1



KRISTIE TAPIA
3557 UKIAH ST
CLEARLAKE CA 95422-8872

PAYMENT PLAN CONFIRMATION LETTER

Mailing Date: 06-23-2022
Payment Plan ID: 31330
Citation(s) AC07247
Balance Due: \$1,520.00

Thank you for your recent request for a Payment Plan. We are pleased to inform you that your recent request has been approved. We have placed your citation(s) on hold such that no further penalties will accrue, dependent on each payment being received on or before the dates provided below.

Please note that a processing fee may have been added to the first payment amount.

Payment Number	Amount Due	Payment Due Date
1	\$145.00	07-07-2022
2	\$125.00	08-07-2022
3	\$125.00	09-07-2022
4	\$125.00	10-07-2022
5	\$125.00	11-07-2022
6	\$125.00	12-07-2022
7	\$125.00	01-07-2023
8	\$125.00	02-07-2023
9	\$125.00	03-07-2023
10	\$125.00	04-07-2023
11	\$125.00	05-07-2023
12	\$125.00	06-07-2023

You may pay online at www.CitationProcessingCenter.com, by telephone at (800) 989-2058 or by mail to the address above. A convenience fee may be applied for payments made online and via phone.

PAYMENTS MUST BE RECEIVED ON OR BEFORE THE PAYMENT DUE DATE.

If a payment is received after the due dates defined above, the remaining bail amount shall revert to the original schedule, penalties may be added, and the payment plan will be canceled. Please note a copy of this letter has been provided to the issuing agency.

Thank you for your prompt attention,
City of Clearlake
C/O Citation Processing Center



City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-7275

Phone: (800) 969-6158
www.citationprocessingcenter.com

ADMINISTRATIVE CI

Section I, Item 14.

GENERAL INFORMATION		
DATE OF VIOLATION: 07/27/2022 2:16 PM	DATE OF CITATION: 07/27/2022 2:16 PM	CASE # CE22-0086
LOCATION OF VIOLATION: 3557 UKIAH ST	ISSUED BY: L. LAMBERT	BADGE #: 153

CITATION #: **AC07600**

RESPONSIBLE PARTY:

Kristie Tapia
3557 UKIAH ST
CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Remove all trash, junk, debris and vehicle parts in public view	
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$500.00
	CORRECTION REQUIRED: Remove all inoperative vehicles from property	
18-20.070 CMC	VIOLATION DESCRIPTION: FENCES, WALLS, TRASH ENCLOSURES AND HEDGES	\$500.00
	CORRECTION REQUIRED: Repair / remove nonconforming wood fencing at southeast corner	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$1500.00
---	------------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: **AC07600**



Pay Or Appeal Online:
www.citationprocessingcenter.com
Citation #: AC07600
Time: 02:16 PM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

3557 UKIAH ST
Payment Due Date: **08/17/2022**
Amount Due: **\$1500.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

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Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1234675999 1213-3

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

DTR1021L *** 4000001638 1638/1



TAPIA, KRISTIE
3557 UKIAH ST
CLEARLAKE CA 95422-8872

NOTICE DATE: 10/24/2022
AMOUNT DUE: \$2,250.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC07600	07/27/2022 02:16 PM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	3557 UKIAH ST	\$750.00
AC07600	07/27/2022 02:16 PM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	3557 UKIAH ST	\$750.00
AC07600	07/27/2022 02:16 PM	18-20.070, FENCES, WALLS, TRASH ENCLOSURES, HEDGES	3557 UKIAH ST	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Notice Date	Notice Number
10/24/2022	TW1234675999

TAPIA, KRISTIE
3557 UKIAH ST
CLEARLAKE CA 95422-8872

TOTAL DUE NOW \$2,250.00



A convenience fee may be applied

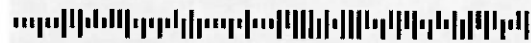
1213-3

**DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:**

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

07/27/22	AC07600	\$750.00	10-1.6 J CMC
07/27/22	AC07600	\$750.00	10-1.6 Q CMC
07/27/22	AC07600	\$750.00	18-20.070



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CITATION

Section I, Item 14.

GENERAL INFORMATION		
DATE OF VIOLATION: 08/15/2022 2:29 PM	DATE OF CITATION: 08/15/2022 2:29 PM	CASE # CE22-0086
LOCATION OF VIOLATION: 3557 UKIAH ST	ISSUED BY: L. LAMBERT	BADGE #: 153

CITATION #: AC07675

RESPONSIBLE PARTY:

Kristie Tapia
3557 UKIAH ST
CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Remove all trash, junk, debris and vehicle parts in public view	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$500.00
---	-----------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC07675



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC07675
 Time: 02:29 PM

Mail Payment To:
 City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-0479

3557 UKIAH ST
 Payment Due Date: **09/05/2022**
 Amount Due: **\$500.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1234874872 1213-3

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

DTR1111K *** 4000002578 2578/1



TAPIA, KRISTIE
3557 UKIAH ST
CLEARLAKE CA 95422-8872

NOTICE DATE: 11/14/2022
AMOUNT DUE: \$750.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC07675	08/15/2022 02:29 PM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	3557 UKIAH ST	\$750.00

*(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)*

Notice Date	Notice Number
11/14/2022	TW1234874872

TAPIA, KRISTIE
3557 UKIAH ST
CLEARLAKE CA 95422-8872

TOTAL DUE NOW \$750.00



A convenience fee may be applied

1213-3

**DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:**

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

08/15/22 AC07675

\$750.00 10-1.6 J CMC



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CITATION

Section I, Item 14.

CITATION #: AC07815

GENERAL INFORMATION		
DATE OF VIOLATION: 09/07/2022 1:49 PM	DATE OF CITATION: 09/07/2022 1:49 PM	CASE # CE22-0086
LOCATION OF VIOLATION: 3557 UKIAH ST	ISSUED BY: L. LAMBERT	BADGE #: 153

RESPONSIBLE PARTY:

Kristie Tapia
3557 UKIAH ST
CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Remove all trash, junk and debris in public view	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$500.00
---	-----------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC07815



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC07815
 Time: 01:49 PM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

3557 UKIAH ST

Payment Due Date: **09/28/2022**

Amount Due: **\$500.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1235090070 1213-3

Section I, Item 14.

City of Clearlake
 C/O Citation Processing Center
 P.O. Box 7275
 Newport Beach, CA 92658-7275



Scan Code
 to Pay Now!

DTR1202M *** 4000001080 1080/1

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)



TAPIA, KRISTIE
 3557 UKIAH ST
 CLEARLAKE CA 95422-8872

NOTICE DATE: 12/05/2022
AMOUNT DUE: \$750.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC07815	09/07/2022 01:49 PM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	3557 UKIAH ST	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
 Please return this portion with your payment – Use the enclosed envelope (1213-2)

Notice Date	Notice Number	
12/05/2022	TW1235090070	
TOTAL DUE NOW		\$750.00

TAPIA, KRISTIE
 3557 UKIAH ST
 CLEARLAKE CA 95422-8872



A convenience fee may be applied

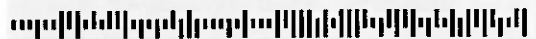
1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
 C/O Citation Processing Center
 P.O. Box 7275
 Newport Beach, CA 92658-7275

09/07/22 AC07815

\$750.00 10-1.6 J CMC

203



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CI

Section I, Item 14.

GENERAL INFORMATION		
DATE OF VIOLATION: 09/26/2022 2:46 PM	DATE OF CITATION: 09/26/2022 2:46 PM	CASE # CE22-0086
LOCATION OF VIOLATION: 3557 UKIAH ST	ISSUED BY: L. LAMBERT	BADGE #: 153

CITATION #: AC07949

RESPONSIBLE PARTY:

Kristie Tapia
3557 UKIAH ST
CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Remove all trash, junk and debris in public view	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$500.00
---	-----------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC07949



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC07949
 Time: 02:46 PM

Mail Payment To:
 City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-0479

3557 UKIAH ST
 Payment Due Date: **10/17/2022**
 Amount Due: **\$500.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1235274047 1213-3

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

DTR12220 *** 4000000202 202/1



TAPIA, KRISTIE
3557 UKIAH ST
CLEARLAKE CA 95422-8872

NOTICE DATE: 12/27/2022
AMOUNT DUE: \$750.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC07949	09/26/2022 02:46 PM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	3557 UKIAH ST	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Notice Date	Notice Number
12/27/2022	TW1235274047

TOTAL DUE NOW \$750.00

TAPIA, KRISTIE
3557 UKIAH ST
CLEARLAKE CA 95422-8872



A convenience fee may be applied

1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

09/26/22 AC07949

\$750.00 10-1.6 J CMC



City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-7275

Phone: (800) 969-6158
www.citationprocessingcenter.com

ADMINISTRATIVE CI

Section I, Item 14.

GENERAL INFORMATION		
DATE OF VIOLATION: 10/25/2022 3:41 PM	DATE OF CITATION: 10/25/2022 3:41 PM	CASE # CE22-0086
LOCATION OF VIOLATION: 3557 UKIAH ST	ISSUED BY: L. LAMBERT	BADGE #: 153

CITATION #: **AC08068**

RESPONSIBLE PARTY:

Kristie Tapia
3557 UKIAH ST
CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Remove all trash, junk and debris in public view	
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$500.00
	CORRECTION REQUIRED: Remove all inoperative vehicles from property	
18-20.030 CMC	VIOLATION DESCRIPTION: OCCUPANCY OF VEHICLE, TRAILER OR RV	\$0.00
	CORRECTION REQUIRED: Vacate and remove occupied travel trailer	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$1000.00
---	------------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: **AC08068**



Pay Or Appeal Online:
www.citationprocessingcenter.com
Citation #: AC08068
Time: 03:41 PM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

3557 UKIAH ST
Payment Due Date: **11/15/2022**
Amount Due: **\$1000.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1235533325 1213-3

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

DTR0120L *** 7000000971 00.0003.0236 971/1
AUTO MIXED AADC 926

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

NOTICE DATE: 01/23/2023
AMOUNT DUE: \$1,500.00



TAPIA, KRISTIE
3557 UKIAH ST
CLEARLAKE CA 95422-8872

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC08068	10/25/2022 03:41 PM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	3557 UKIAH ST	\$750.00
AC08068	10/25/2022 03:41 PM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	3557 UKIAH ST	\$750.00
AC08068	10/25/2022 03:41 PM	18.20.030, VEHICLE AS DWELLING	3557 UKIAH ST	\$0.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Notice Date	Notice Number
01/23/2023	TW1235533325

TAPIA, KRISTIE
3557 UKIAH ST
CLEARLAKE CA 95422-8872

TOTAL DUE NOW \$1,500.00



A convenience fee may be applied

1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

10/25/22	AC08068	\$750.00	10-1.6 J CMC
10/25/22	AC08068	\$750.00	10-1.6 Q CMC
10/25/22	AC08068	\$0.00	18.20.030

To: code enforcement
Lee Lambert

APN # 039-641-230

3557 Ukiah St
Clearlake CA 95422

I Kristie Thomas will not be able to attend the hearing scheduled for June 20th at 6pm. due to my work schedule.

Regarding the property slow progress has been made. the building is coming down. I have been doing dump runs. the tall weeds/grass is being taken care of. as time permits.

Kristie Thomas

707 295 9156
Kt3557@yahoo.com

RECEIVED

JUN 20 2024

CITY OF CLEARLAKE



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CITATION

Section I, Item 14.

GENERAL INFORMATION		
DATE OF VIOLATION: 06/16/2022 10:29 AM	DATE OF CITATION: 06/16/2022 10:29 AM	CASE # CE22-0706
LOCATION OF VIOLATION: 3603 PEONY ST	ISSUED BY: L. LAMBERT	BADGE #: 153

CITATION #: **AC07248**

RESPONSIBLE PARTY:
GEORGE LOWDEN
3603 PEONY ST
CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 B CMC	VIOLATION DESCRIPTION: ABANDONED, PARTIALLY CONST/DEST BUILDING	\$100.00
	CORRECTION REQUIRED: Obtain demolition permit and demolish burned out dwelling	
CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$100.00
	CORRECTION REQUIRED: Remove all trash, junk and debris from property.	

TOTAL FINE AMOUNT DUE FOR THIS CITATION: \$200.00

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: **AC07248**



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC07248
 Time: 10:29 AM

Mail Payment To:
 City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-0479

3603 PEONY ST
 Payment Due Date: **07/07/2022**
 Amount Due: **\$200.**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158
Internet: www.CitationProcessingCenter.com
Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275
In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

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If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1234299878 1213-3

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

DTR0912P *** 4000002406 2406/1
AUTO MIXED AADC 750

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

NOTICE DATE: 09/13/2022
AMOUNT DUE: \$300.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC07248	06/16/2022 10:29 AM	10-1.6 B CMC, ABANDONED, PARTIALLY CONST/DEST BUILDING	3603 PEONY ST	\$150.00
AC07248	06/16/2022 10:29 AM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	3603 PEONY ST	\$150.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Notice Date	Notice Number	
09/13/2022	TW1234299878	
TOTAL DUE NOW		\$300.00

LOWDEN, GEORGE
3603 PEONY ST
CLEARLAKE CA 95422-8948



A convenience fee may be applied

1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

06/16/22 AC07248 \$150.00 10-1.6 B CMC
06/16/22 AC07248 \$150.00 10-1.6 J CMC



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CITATION

Section I, Item 14.

GENERAL INFORMATION		
DATE OF VIOLATION: 08/08/2022 1:59 PM	DATE OF CITATION: 08/08/2022 1:59 PM	CASE # CE22-0706
LOCATION OF VIOLATION: 3603 PEONY ST	ISSUED BY: L. LAMBERT	BADGE #: 153

CITATION #: **AC07646**

RESPONSIBLE PARTY:
GEORGE LOWDEN
3603 PEONY ST
CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 B CMC	VIOLATION DESCRIPTION: ABANDONED, PARTIALLY CONST/DEST BUILDING	\$200.00
	CORRECTION REQUIRED: Complete demolition of burned out structure	
CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$200.00
	CORRECTION REQUIRED: Legally dispose of all trash, junk and debris	

TOTAL FINE AMOUNT DUE FOR THIS CITATION: \$400.00

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: **AC07646**



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC07646
 Time: 01:59 PM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

3603 PEONY ST
 Payment Due Date: **08/29/2022**
 Amount Due: **\$400.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

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If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1234798878 1213-3

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)



Scan Code
to Pay Now!

DTR1103P *** 4000000153 153/1



LOWDEN, GEORGE
PO BOX 5866
CLEARLAKE CA 95422-5866

NOTICE DATE: 11/04/2022
AMOUNT DUE: \$600.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC07646	08/08/2022 01:59 PM	10-1.6 B CMC, ABANDONED, PARTIALLY CONST/DEST BUILDING	3603 PEONY ST	\$300.00
AC07646	08/08/2022 01:59 PM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	3603 PEONY ST	\$300.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment - Use the enclosed envelope (1213-1)

Notice Date	Notice Number	
11/04/2022	TW1234798878	
TOTAL DUE NOW		\$600.00

LOWDEN, GEORGE
PO BOX 5866
CLEARLAKE CA 95422-5866



A convenience fee may be applied

1213-3

**DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:**

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

08/08/22 AC07646 \$300.00 10-1.6 B CMC
08/08/22 AC07646 \$300.00 10-1.6 J CMC

City of Clearlake
C/O Citation Processing Center
P.O. Box 11024
Newport Beach, CA 92656

Section I, Item 14.

**RESULT OF
ADMINISTRATIVE REVIEW**

DTQ0830B *** 4000000003 3/1 51783139



GEORGE LOWDEN
3603 PEONY ST
CLEARLAKE CA 95422-8948

Mailing Date: 8/31/2022

Balance Due: \$400.00

Citation: AC07646

Citation Date: 8/8/2022

Case Number: CE22-0706

Results:

Violation	Disposition	Adjudication Comments
10-1.6 B CMC :ABANDONED, PARTIALLY CONST/DEST BUILDING	Upheld	
10-1.6 J CMC :STORE JUNK, INOP VEHS, ETC.	Upheld	

Thank you for your recent request for an Initial Review. The result of the Initial Review is as follows:

The citation has been UPHELD. You have 15 days from the date of this letter to pay the fine associated with this citation. There was sufficient evidence to issue the citation.

Violator must respond by 9/15/2022. No evidence to support reasonable doubt that the violation did not occur at time of violation. The demolition permit is not a defense or permit to allow the property to remain in the deplorable condition it is currently in. Rather, the permit is a required legal step to demolish the property and abate the public nuisance.

As an alternative within 15 days of the mailing of this notice, you may choose to request an Administrative Hearing by logging onto the website at www.CitationProcessingCenter.com and following the prompts in the 'Appeal' section (left-hand column of the web page). In order to schedule an Administrative Hearing, you must pay as a deposit, the fine associated with this citation or \$1,000, whichever is less. The fine will be returned to you if the Administrative Hearing results in an 'overturned' citation.

A fee waiver is available if you are unable to post the deposit due to financial hardship. You must submit a 'Request for Advance Deposit Hardship Waiver' form along with the 'Admin Cite Request for Administrative Hearing' form. The forms may be obtained at www.CitationProcessingCenter.com. For questions, please call CPC at 1 (800) 969-6158.

You may also obtain the forms by visiting the Clearlake Police Department lobby at 14050 Olympic Drive, Clearlake, CA.

Payment can be made by Phone: (800) 969-6158, Internet: www.CitationProcessingCenter.com, Mail: City of Clearlake, Citation Processing Center, P O Box 7275, Newport Beach, CA 92658-7275, or in Person at: Clearlake Police Department, 14050 Olympic Dr, Clearlake, CA 95422.



City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-7275

Phone: (800) 969-6158
www.citationprocessingcenter.com

Section I, Item 14.

ADMINISTRATIVE CITATION

GENERAL INFORMATION		
DATE OF VIOLATION: 08/23/2022 3:59 PM	DATE OF CITATION: 08/23/2022 3:59 PM	CASE # CE22-0706
LOCATION OF VIOLATION: 3603 PEONY ST	ISSUED BY: L. LAMBERT	BADGE #: 153

CITATION #: AC07719

RESPONSIBLE PARTY:
GEORGE LOWDEN
3603 PEONY ST
CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 B CMC	VIOLATION DESCRIPTION: ABANDONED, PARTIALLY CONST/DEST BUILDING	\$500.00
	CORRECTION REQUIRED: Complete demolition of burned out structure	
CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Legally dispose of all trash, junk and debris	

TOTAL FINE AMOUNT DUE FOR THIS CITATION: \$1000.00

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC07719



Pay Or Appeal Online:
www.citationprocessingcenter.com
Citation #: AC07719
Time: 03:59 PM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

3603 PEONY ST

Payment Due Date: **09/13/2022**

Amount Due: **\$1000**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

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Phone: (800) 969-6158
Internet: www.CitationProcessingCenter.com
Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275
In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

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Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1234943291 1213-3

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

DTR1118L *** 4000001752 1752/1



LOWDEN, GEORGE
PO BOX 5866
CLEARLAKE CA 95422-5866

NOTICE DATE: 11/21/2022
AMOUNT DUE: \$1,500.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC07719	08/23/2022 03:59 PM	10-1.6 B CMC, ABANDONED, PARTIALLY CONST/DEST BUILDING	3603 PEONY ST	\$750.00
AC07719	08/23/2022 03:59 PM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	3603 PEONY ST	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Notice Date	Notice Number
11/21/2022	TW1234943291

TOTAL DUE NOW \$1,500.00

LOWDEN, GEORGE
PO BOX 5866
CLEARLAKE CA 95422-5866



A convenience fee may be applied

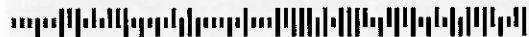
1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

08/23/22 AC07719 \$750.00 10-1.6 B CMC
08/23/22 AC07719 \$750.00 10-1.6 J CMC



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CITATION

CITATION #: AC07858

GENERAL INFORMATION		
DATE OF VIOLATION: 09/12/2022 1:17 PM	DATE OF CITATION: 09/12/2022 1:17 PM	CASE # CE22-0706
LOCATION OF VIOLATION: 3603 PEONY ST	ISSUED BY: L. LAMBERT	BADGE #. 153

RESPONSIBLE PARTY:
GEORGE LOWDEN
3603 PEONY ST
CLEARLAKE, CA 95422

Scan QR Code to
 Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 B CMC	VIOLATION DESCRIPTION: ABANDONED, PARTIALLY CONST/DEST BUILDING	\$500.00
	CORRECTION REQUIRED: Complete demolition of burned out structure	
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Legally dispose of all trash, junk and debris	

TOTAL FINE AMOUNT DUE FOR THIS CITATION: \$1000.00

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC07858



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC07858
 Time: 01:17 PM

Mail Payment To:
 City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-0479

3603 PEONY ST
 Payment Due Date: **10/03/2022**
 Amount Due: **\$1000.**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1235146567 1213-3

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

DTR1208P *** 4000000158 158/1



LOWDEN, GEORGE
PO BOX 5866
CLEARLAKE CA 95422-5866

NOTICE DATE: 12/09/2022
AMOUNT DUE: \$1,500.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC07858	09/12/2022 01:17 PM	10-1.6 B CMC, ABANDONED, PARTIALLY CONST/DEST BUILDING	3603 PEONY ST	\$750.00
AC07858	09/12/2022 01:17 PM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	3603 PEONY ST	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Notice Date	Notice Number
12/09/2022	TW1235146567

TOTAL DUE NOW \$1,500.00

LOWDEN, GEORGE
PO BOX 5866
CLEARLAKE CA 95422-5866



A convenience fee may be applied

1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

09/12/22 AC07858 \$750.00 10-1.6 B CMC
09/12/22 AC07858 \$750.00 10-1.6 J CMC



City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-7275

Phone: (800) 969-6158
www.citationprocessingcenter.com

Section 1, Item 14.

ADMINISTRATIVE CITATION

GENERAL INFORMATION		
DATE OF VIOLATION: 09/27/2022 4:04 PM	DATE OF CITATION: 09/27/2022 4:04 PM	CASE # CE22-0706
LOCATION OF VIOLATION: 3603 PEONY ST	ISSUED BY: L. LAMBERT	BADGE #: 153

CITATION #: AC07951

RESPONSIBLE PARTY:
GEORGE LOWDEN
3603 PEONY ST
CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 B CMC	VIOLATION DESCRIPTION: ABANDONED, PARTIALLY CONST/DEST BUILDING	\$500.00
	CORRECTION REQUIRED: Complete demolition of burned out structure	
CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Legally dispose of all trash, junk and debris	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$1000.00
---	------------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC07951



Pay Or Appeal Online:
www.citationprocessingcenter.com
Citation #: AC07951
Time: 04:04 PM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

3603 PEONY ST

Payment Due Date: **10/18/2022**

Amount Due: **\$1000.**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1235303674 1213-3

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

DTR1227V *** 7000000428 00.0003.0031 428/1
AUTO MIXED AADC 750

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

NOTICE DATE: 12/28/2022
AMOUNT DUE: \$1,500.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC07951	09/27/2022 04:04 PM	10-1.6 B CMC, ABANDONED, PARTIALLY CONST/DEST BUILDING	3603 PEONY ST	\$750.00
AC07951	09/27/2022 04:04 PM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	3603 PEONY ST	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment - Use the enclosed envelope (1213-2)

Notice Date	Notice Number
12/28/2022	TW1235303674

TOTAL DUE NOW \$1,500.00

LOWDEN, GEORGE
PO BOX 5866
CLEARLAKE CA 95422-5866



A convenience fee may be applied

1213-3

**DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:**

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

09/27/22 AC07951 \$750.00 10-1.6 B CMC
09/27/22 AC07951 \$750.00 10-1.6 J CMC



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CITATION

Section I, Item 14.

CITATION #: AC08073

GENERAL INFORMATION		
DATE OF VIOLATION: 10/27/2022 1:28 PM	DATE OF CITATION: 10/27/2022 1:28 PM	CASE # CE22-0706
LOCATION OF VIOLATION: 3603 PEONY ST	ISSUED BY: L. LAMBERT	BADGE #: 153

RESPONSIBLE PARTY:
GEORGE LOWDEN
3603 PEONY ST
CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 B CMC	VIOLATION DESCRIPTION: ABANDONED, PARTIALLY CONST/DEST BUILDING	\$500.00
	CORRECTION REQUIRED: Complete demolition of burned out structure	
CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Legally dispose of all trash, junk and debris	

TOTAL FINE AMOUNT DUE FOR THIS CITATION: \$1000.00

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC08073



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC08073
 Time: 01:28 PM

Mail Payment To:
 City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-0479

3603 PEONY ST
 Payment Due Date: **11/17/2022**
 Amount Due: **\$1000.**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1235535984 1213-3

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

DTR0123B *** 7000000593 00.0003.0051 593/1
AUTO MIXED AADC 926

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

NOTICE DATE: 01/24/2023
AMOUNT DUE: \$1,500.00



LOWDEN, GEORGE
PO BOX 5866
CLEARLAKE CA 95422-5866

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC08073	10/27/2022 01:28 PM	10-1.6 B CMC, ABANDONED, PARTIALLY CONST/DEST BUILDING	3603 PEONY ST	\$750.00
AC08073	10/27/2022 01:28 PM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	3603 PEONY ST	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Notice Date	Notice Number	
01/24/2023	TW1235535984	
TOTAL DUE NOW		\$1,500.00

LOWDEN, GEORGE
PO BOX 5866
CLEARLAKE CA 95422-5866



A convenience fee may be applied

1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

10/27/22 AC08073 \$750.00 10-1.6 B CMC
10/27/22 AC08073 \$750.00 10-1.6 J CMC



City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-7275

Phone: (800) 969-6158
www.citationprocessingcenter.com

ADMINISTRATIVE CITATION

GENERAL INFORMATION		
DATE OF VIOLATION: 01/02/2023 2:41 PM	DATE OF CITATION: 01/02/2023 2:41 PM	CASE # CE22-0706
LOCATION OF VIOLATION: 3603 PEONY ST	ISSUED BY: L. LAMBERT	BADGE #: 153

CITATION #: AC08290

RESPONSIBLE PARTY:
GEORGE LOWDEN
3603 PEONY ST
CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 B CMC	VIOLATION DESCRIPTION: ABANDONED, PARTIALLY CONST/DEST BUILDING	\$500.00
	CORRECTION REQUIRED: Complete demolition of burned out structure	
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Legally dispose of all trash, junk and debris	
18-20.030 CMC	VIOLATION DESCRIPTION: OCCUPANCY OF VEHICLE, TRAILER OR RV	\$0.00
	CORRECTION REQUIRED: Vacate and remove occupied travel trailer without temporary use permit issued	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$1000.00
---	------------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC08290



Pay Or Appeal Online:
www.citationprocessingcenter.com
Citation #: AC08290
Time: 02:41 PM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

3603 PEONY ST
Payment Due Date: **01/23/2023**
Amount Due: **\$1000**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1236164717 1213-3

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

DTR0330Q *** 4000000183 183/1



LOWDEN, GEORGE
PO BOX 5866
CLEARLAKE CA 95422-5866

NOTICE DATE: 03/31/2023
AMOUNT DUE: \$1,500.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC08290	01/02/2023 02:41 PM	10-1.6 B CMC, ABANDONED, PARTIALLY CONST/DEST BUILDING	3603 PEONY ST	\$750.00
AC08290	01/02/2023 02:41 PM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	3603 PEONY ST	\$750.00
AC08290	01/02/2023 02:41 PM	18.20.030, VEHICLE AS DWELLING	3603 PEONY ST	\$0.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Notice Date	Notice Number
03/31/2023	TW1236164717

TOTAL DUE NOW \$1,500.00

LOWDEN, GEORGE
PO BOX 5866
CLEARLAKE CA 95422-5866



A convenience fee may be applied

1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

01/02/23	AC08290	\$750.00	10-1.6 B CMC
01/02/23	AC08290	\$750.00	10-1.6 J CMC
01/02/23	AC08290	\$0.00	18.20.030



City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-7275

Phone: (800) 969-6158
www.citationprocessingcenter.com

Section I, Item 14.

ADMINISTRATIVE CITATION

CITATION #: AC08412

GENERAL INFORMATION		
DATE OF VIOLATION: 02/06/2023 4:26 PM	DATE OF CITATION: 02/06/2023 4:26 PM	CASE # CE22-0706
LOCATION OF VIOLATION: 3603 PEONY ST	ISSUED BY: L. LAMBERT	BADGE #: 153

RESPONSIBLE PARTY:

GEORGE LOWDEN
3603 PEONY ST
CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 B CMC	VIOLATION DESCRIPTION: ABANDONED, PARTIALLY CONST/DEST BUILDING	\$500.00
	CORRECTION REQUIRED: Complete demolition of burned out structure	
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Legally dispose of all trash, junk and debris	
18-20.030 CMC	VIOLATION DESCRIPTION: OCCUPANCY OF VEHICLE, TRAILER OR RV	\$100.00
	CORRECTION REQUIRED: Vacate and remove occupied travel trailer without temporary use permit issued	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$1100.00
---	------------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC08412



Pay Or Appeal Online:
www.citationprocessingcenter.com
Citation #: AC08412
Time: 04:26 PM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

3603 PEONY ST
Payment Due Date: **02/27/2023**
Amount Due: **\$1100**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

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Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

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Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1236481029 1213-3

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

DTR0504P *** 4000000220 220/1



LOWDEN, GEORGE
PO BOX 5866
CLEARLAKE CA 95422-5866

NOTICE DATE: 05/05/2023
AMOUNT DUE: \$1,650.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC08412	02/06/2023 04:26 PM	10-1.6 B CMC, ABANDONED, PARTIALLY CONST/DEST BUILDING	3603 PEONY ST	\$750.00
AC08412	02/06/2023 04:26 PM	10-1.6 J CMC, STORE JUNK, INOP VEHIS, ETC.	3603 PEONY ST	\$750.00
AC08412	02/06/2023 04:26 PM	18.20.030, VEHICLE AS DWELLING	3603 PEONY ST	\$150.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-1)

Notice Date	Notice Number
05/05/2023	TW 1236481029

TOTAL DUE NOW \$1,650.00

LOWDEN, GEORGE
PO BOX 5866
CLEARLAKE CA 95422-5866



A convenience fee may be applied

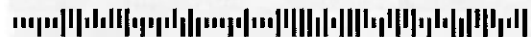
1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

02/06/23	AC08412	\$750.00	10-1.6 B CMC
02/06/23	AC08412	\$750.00	10-1.6 J CMC
02/06/23	AC08412	\$150.00	18.20.030



City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-7275

Phone: (800) 969-6158
www.citationprocessingcenter.com

CITATION #: AC06509

RESPONSIBLE PARTY:
TERRY DAVIS
15523 33RD AVE
CLEARLAKE, CA 95422

ADMINISTRATIVE CITATION

Section I, Item 14.

GENERAL INFORMATION		
DATE OF VIOLATION: 03/28/2022 3:00 PM	DATE OF CITATION: 03/30/2022 7:44 AM	CASE # CE22-0240
LOCATION OF VIOLATION: 15523 33RD AVE	ISSUED BY: S. FELDER	BADGE #: 220

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$100.00
	CORRECTION REQUIRED: Remove and legally dispose of all the garbage, junk and/or debris from your property.	
10-1.6 P CMC	VIOLATION DESCRIPTION: SPECIALTY STRUCTURE UNUSED	\$100.00
	CORRECTION REQUIRED: Make repairs to your deck to bring up to code.	
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$100.00
	CORRECTION REQUIRED: Remove the inoperable vehicles from your property.	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$300.00
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Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC06509



Pay Or Appeal Online:
www.citationprocessingcenter.com
Citation #: AC06509
Time: 07:44 AM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

15523 33RD AVE

Payment Due Date: **04/20/2022**
Amount Due: **\$300.**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158
Internet: www.CitationProcessingCenter.com
Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275
In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1233546316 1213-3

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

DTR0624J *** 4000001406 1406/1



DAVIS, TERRY
15523 33RD AVE
CLEARLAKE CA 95422-9301

NOTICE DATE: 06/27/2022
AMOUNT DUE: \$450.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC06509	03/30/2022 07:44 AM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	15523 33RD AVE	\$150.00
AC06509	03/30/2022 07:44 AM	10-1.6 P CMC, SPECIALTY STRUCTURE UNUSED	15523 33RD AVE	\$150.00
AC06509	03/30/2022 07:44 AM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	15523 33RD AVE	\$150.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Notice Date	Notice Number	
06/27/2022	TW1233546316	
TOTAL DUE NOW		\$450.00

DAVIS, TERRY
15523 33RD AVE
CLEARLAKE CA 95422-9301



A convenience fee may be applied

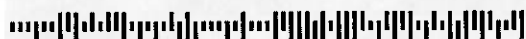
1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

03/30/22	AC06509	\$150.00	10-1.6 J CMC
03/30/22	AC06509	\$150.00	10-1.6 P CMC
03/30/22	AC06509	\$150.00	10-1.6 Q CMC



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275
 Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CITATION

GENERAL INFORMATION		
DATE OF VIOLATION: 04/18/2022 11:00 AM	DATE OF CITATION: 04/20/2022 6:24 AM	CASE # CE22-0240
LOCATION OF VIOLATION: 15523 33RD AVE	ISSUED BY: S. FELDER	BADGE #: 220

CITATION #: AC06615

RESPONSIBLE PARTY:

TERRY DAVIS
15523 33RD AVE
CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$200.00
	CORRECTION REQUIRED: Remove and legally dispose of all the garbage, junk and/or debris from your property.	
10-1.6 P CMC	VIOLATION DESCRIPTION: SPECIALTY STRUCTURE UNUSED	\$200.00
	CORRECTION REQUIRED: Make repairs to your deck to bring up to code.	
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$200.00
	CORRECTION REQUIRED: Remove the inoperable vehicles from your property.	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$600.00
---	-----------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC06615



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC06615
 Time: 06:24 AM

Mail Payment To:
 City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-0479

15523 33RD AVE

Payment Due Date: **05/11/2022**
 Amount Due: **\$600.**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

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Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1233743358 1213-3

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

DTR0715K *** 4000001343 1343/1



DAVIS, TERRY
15523 33RD AVE
CLEARLAKE CA 95422-9301

NOTICE DATE: 07/18/2022
AMOUNT DUE: \$900.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

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If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC06615	04/20/2022 06:24 AM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	15523 33RD AVE	\$300.00
AC06615	04/20/2022 06:24 AM	10-1.6 P CMC, SPECIALTY STRUCTURE UNUSED	15523 33RD AVE	\$300.00
AC06615	04/20/2022 06:24 AM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	15523 33RD AVE	\$300.00

*(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)*

Notice Date	Notice Number	
07/18/2022	TW1233743358	
TOTAL DUE NOW		\$900.00

DAVIS, TERRY
15523 33RD AVE
CLEARLAKE CA 95422-9301



A convenience fee may be applied

1213-3

**DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:**

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

04/20/22	AC06615	\$300.00	10-1.6 J CMC
04/20/22	AC06615	\$300.00	10-1.6 P CMC
04/20/22	AC06615	\$300.00	10-1.6 Q CMC



City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-7275

Phone: (800) 969-6158
www.citationprocessingcenter.com

ADMINISTRATIVE CITATION

Section I, Item 14.

CITATION #: AC06739

GENERAL INFORMATION		
DATE OF VIOLATION: 05/05/2022 3:25 PM	DATE OF CITATION: 05/05/2022 4:15 PM	CASE # CE22-0240
LOCATION OF VIOLATION: 15523 33RD AVE	ISSUED BY: S. FELDER	BADGE #: 220

RESPONSIBLE PARTY:

TERRY DAVIS
15523 33RD AVE
CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Remove and legally dispose of the garbage, junk and/or debris from your property.	
10-1.6 P CMC	VIOLATION DESCRIPTION: SPECIALTY STRUCTURE UNUSED	\$500.00
	CORRECTION REQUIRED: Make repairs to your deck to bring up to code.	
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$500.00
	CORRECTION REQUIRED: Remove the inoperable vehicles from your property.	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$1500.00
---	------------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC06739



Pay Or Appeal Online:
www.citationprocessingcenter.com
Citation #: AC06739
Time: 04:15 PM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

15523 33RD AVE

Payment Due Date: **05/26/2022**

Amount Due: **\$1500.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1233891922 1213-3

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

DTR08010 *** 4000000882 882/1

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

NOTICE DATE: 08/02/2022
AMOUNT DUE: \$2,250.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC06739	05/05/2022 04:15 PM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	15523 33RD AVE	\$750.00
AC06739	05/05/2022 04:15 PM	10-1.6 P CMC, SPECIALTY STRUCTURE UNUSED	15523 33RD AVE	\$750.00
AC06739	05/05/2022 04:15 PM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	15523 33RD AVE	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Notice Date	Notice Number	
08/02/2022	TW1233891922	
TOTAL DUE NOW		\$2,250.00

DAVIS, TERRY
15523 33RD AVE
CLEARLAKE CA 95422-9301



A convenience fee may be applied

1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____

05/05/22	AC06739	\$750.00	10-1.6 J CMC
05/05/22	AC06739	\$750.00	10-1.6 P CMC
05/05/22	AC06739	\$750.00	10-1.6 Q CMC



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-7275

Phone: (800) 969-6158
www.citationprocessingcenter.com

ADMINISTRATIVE CITATION

Section I, Item 14.

CITATION #: AC06969

GENERAL INFORMATION		
DATE OF VIOLATION: 05/23/2022 10:01 AM	DATE OF CITATION: 05/23/2022 11:18 AM	CASE # CE22-0240
LOCATION OF VIOLATION: 15523 33RD AVE	ISSUED BY: S. FELDER	BADGE #: 220

RESPONSIBLE PARTY:
TERRY DAVIS
15523 33RD AVE
CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Remove and legally dispose of the garbage, junk and/or debris from your property.	
10-1.6 P CMC	VIOLATION DESCRIPTION: SPECIALTY STRUCTURE UNUSED	\$500.00
	CORRECTION REQUIRED: Make repairs to your deck to bring up to code.	
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$500.00
	CORRECTION REQUIRED: Remove the inoperable vehicles from your property.	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$1500.00
---	------------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC06969



Pay Or Appeal Online:
www.citationprocessingcenter.com
Citation #: AC06969
Time: 11:18 AM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

15523 33RD AVE

Payment Due Date: **06/13/2022**

Amount Due: **\$1500.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1234071083 1213-3

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)



Scan Code
to Pay Now!

DTR0818Q *** 4000000162 162/1



DAVIS, TERRY
15523 33RD AVE
CLEARLAKE CA 95422-9301

NOTICE DATE: 08/19/2022
AMOUNT DUE: \$2,250.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC06969	05/23/2022 11:18 AM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	15523 33RD AVE	\$750.00
AC06969	05/23/2022 11:18 AM	10-1.6 P CMC, SPECIALTY STRUCTURE UNUSED	15523 33RD AVE	\$750.00
AC06969	05/23/2022 11:18 AM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	15523 33RD AVE	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Notice Date	Notice Number	
08/19/2022	TW1234071083	
TOTAL DUE NOW		\$2,250.00

DAVIS, TERRY
15523 33RD AVE
CLEARLAKE CA 95422-9301



A convenience fee may be applied

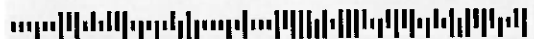
1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

05/23/22	AC06969	\$750.00	10-1.6 J CMC
05/23/22	AC06969	\$750.00	10-1.6 P CMC
05/23/22	AC06969	\$750.00	10-1.6 Q CMC



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275
 Phone: (800) 969-6158
 www.citationprocessingcenter.com

Section I, Item 14.

ADMINISTRATIVE CITATION

CITATION #: AC07180

GENERAL INFORMATION		
DATE OF VIOLATION: 06/06/2022 10:12 AM	DATE OF CITATION: 06/07/2022 8:27 AM	CASE # CE22-0240
LOCATION OF VIOLATION: 15523 33RD AVE	ISSUED BY: S. FELDER	BADGE #: 220

RESPONSIBLE PARTY:
TERRY DAVIS
15523 33RD AVE
CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Remove and legally dispose of the garbage, junk and/or debris from your property.	

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$500.00
	CORRECTION REQUIRED: Remove the inoperable vehicles from your property.	

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 P CMC	VIOLATION DESCRIPTION: SPECIALTY STRUCTURE UNUSED	\$500.00
	CORRECTION REQUIRED: Make repairs to your deck to bring up to code.	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$1500.00
---	------------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC07180



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC07180
 Time: 08:27 AM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

15523 33RD AVE
 Payment Due Date: **06/28/2022**
 Amount Due: **\$1500.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

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How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1234208207 1213-3

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)



Scan Code
to Pay Now!

DTR0902J *** 4000000306 306/1



DAVIS, TERRY
15523 33RD AVE
CLEARLAKE CA 95422-9301

NOTICE DATE: 09/06/2022
AMOUNT DUE: \$2,250.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC07180	06/07/2022 08:27 AM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	15523 33RD AVE	\$750.00
AC07180	06/07/2022 08:27 AM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	15523 33RD AVE	\$750.00
AC07180	06/07/2022 08:27 AM	10-1.6 P CMC, SPECIALTY STRUCTURE UNUSED	15523 33RD AVE	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Notice Date	Notice Number	TOTAL DUE NOW	Amount
09/06/2022	TW1234208207		\$2,250.00

DAVIS, TERRY
15523 33RD AVE
CLEARLAKE CA 95422-9301



A convenience fee may be applied

1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

06/07/22	AC07180	\$750.00	10-1.6 J CMC
06/07/22	AC07180	\$750.00	10-1.6 Q CMC
06/07/22	AC07180	\$750.00	10-1.6 P CMC



City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-7275

Phone: (800) 969-6158
www.citationprocessingcenter.com

CITATION #: AC07311

RESPONSIBLE PARTY:
TERRY DAVIS
15523 33RD AVE
CLEARLAKE, CA 95422

ADMINISTRATIVE CITATION

Section I, Item 14.

GENERAL INFORMATION		
DATE OF VIOLATION: 06/22/2022 3:17 PM	DATE OF CITATION: 06/23/2022 8:17 AM	CASE # CE22-0240
LOCATION OF VIOLATION: 15523 33RD AVE	ISSUED BY: S. FELDER	BADGE #: 220

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Remove and legally dispose of the garbage, junk and/or debris from your property.	
10-1.6 P CMC	VIOLATION DESCRIPTION: SPECIALTY STRUCTURE UNUSED	\$500.00
	CORRECTION REQUIRED: Make repairs to your deck to bring up to code.	
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$500.00
	CORRECTION REQUIRED: Remove the inoperable vehicles from your property.	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$1500.00
---	------------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC07311



Pay Or Appeal Online:
www.citationprocessingcenter.com
Citation #: AC07311
Time: 08:17 AM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

15523 33RD AVE

Payment Due Date: **07/14/2022**
Amount Due: **\$1500.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1234369205 1213-3

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

DTR0919Q *** 4000002552 2552/1



DAVIS, TERRY
15523 33RD AVE
CLEARLAKE CA 95422-9301

NOTICE DATE: 09/20/2022
AMOUNT DUE: \$2,250.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC07311	06/23/2022 08:17 AM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	15523 33RD AVE	\$750.00
AC07311	06/23/2022 08:17 AM	10-1.6 P CMC, SPECIALTY STRUCTURE UNUSED	15523 33RD AVE	\$750.00
AC07311	06/23/2022 08:17 AM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	15523 33RD AVE	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Notice Date	Notice Number	
09/20/2022	TW1234369205	
TOTAL DUE NOW		\$2,250.00

DAVIS, TERRY
15523 33RD AVE
CLEARLAKE CA 95422-9301



A convenience fee may be applied

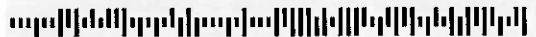
1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

06/23/22	AC07311	\$750.00	10-1.6 J CMC
06/23/22	AC07311	\$750.00	10-1.6 P CMC
06/23/22	AC07311	\$750.00	10-1.6 Q CMC



City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-7275

Phone: (800) 969-6158
www.citationprocessingcenter.com

ADMINISTRATIVE CITATION

Section I, Item 14.

CITATION #: AC07457

GENERAL INFORMATION		
DATE OF VIOLATION: 07/07/2022 2:22 PM	DATE OF CITATION: 07/07/2022 4:40 PM	CASE # CE22-0240
LOCATION OF VIOLATION: 15523 33RD AVE	ISSUED BY: S. FELDER	BADGE #: 220

RESPONSIBLE PARTY:

TERRY DAVIS
15523 33RD AVE
CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Remove and legally dispose of the garbage, junk and/or debris from your property.	
10-1.6 P CMC	VIOLATION DESCRIPTION: SPECIALTY STRUCTURE UNUSED	\$500.00
	CORRECTION REQUIRED: Make repairs to your deck to bring up to code.	
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$500.00
	CORRECTION REQUIRED: Remove the inoperable vehicles from your property.	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$1500.00
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Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC07457



Pay Or Appeal Online:
www.citationprocessingcenter.com
Citation #: AC07457
Time: 04:40 PM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

15523 33RD AVE

Payment Due Date: **07/28/2022**

Amount Due: **\$1500.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

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Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

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Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1234495116 1213-3

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

DTR1003N *** 4000002062 2062/1



DAVIS, TERRY
15523 33RD AVE
CLEARLAKE CA 95422-9301

NOTICE DATE: 10/04/2022
AMOUNT DUE: \$2,250.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

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If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC07457	07/07/2022 04:40 PM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	15523 33RD AVE	\$750.00
AC07457	07/07/2022 04:40 PM	10-1.6 P CMC, SPECIALTY STRUCTURE UNUSED	15523 33RD AVE	\$750.00
AC07457	07/07/2022 04:40 PM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	15523 33RD AVE	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Notice Date	Notice Number	
10/04/2022	TW1234495116	
TOTAL DUE NOW		\$2,250.00

DAVIS, TERRY
15523 33RD AVE
CLEARLAKE CA 95422-9301



A convenience fee may be applied

1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

07/07/22	AC07457	\$750.00	10-1.6 J CMC
07/07/22	AC07457	\$750.00	10-1.6 P CMC
07/07/22	AC07457	\$750.00	10-1.6 Q CMC



City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-7275

Phone: (800) 969-6158
www.citationprocessingcenter.com

ADMINISTRATIVE CITATION

CITATION #: AC07628

GENERAL INFORMATION		
DATE OF VIOLATION: 07/28/2022 11:18 AM	DATE OF CITATION: 08/03/2022 6:26 AM	CASE # CE22-0240
LOCATION OF VIOLATION: 15523 33RD AVE	ISSUED BY: S. FELDER	BADGE #: 220

RESPONSIBLE PARTY:

TERRY DAVIS
15523 33RD AVE
CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Remove and legally dispose of the garbage, junk and/or debris from your property.	
10-1.6 P CMC	VIOLATION DESCRIPTION: SPECIALTY STRUCTURE UNUSED	\$500.00
	CORRECTION REQUIRED: Make repairs to your deck to bring up to code.	
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$500.00
	CORRECTION REQUIRED: Remove the inoperable vehicles from your property.	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$1500.00
---	------------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC07628



Pay Or Appeal Online:
www.citationprocessingcenter.com
Citation #: AC07628
Time: 06:26 AM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

15523 33RD AVE

Payment Due Date: **08/24/2022**
Amount Due: **\$1500**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

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Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1234742798 1213-3

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

DTR1028M *** 4000001433 1433/1

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

NOTICE DATE: 10/31/2022
AMOUNT DUE: \$2,250.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

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If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC07628	08/03/2022 06:26 AM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	15523 33RD AVE	\$750.00
AC07628	08/03/2022 06:26 AM	10-1.6 P CMC, SPECIALTY STRUCTURE UNUSED	15523 33RD AVE	\$750.00
AC07628	08/03/2022 06:26 AM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	15523 33RD AVE	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Notice Date	Notice Number	
10/31/2022	TW1234742798	
TOTAL DUE NOW		\$2,250.00

DAVIS, TERRY
15523 33RD AVE
CLEARLAKE CA 95422-9301



A convenience fee may be applied

1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____

08/03/22	AC07628	\$750.00	10-1.6 J CMC
08/03/22	AC07628	\$750.00	10-1.6 P CMC
08/03/22	AC07628	\$750.00	10-1.6 Q CMC



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-7275

Phone: (800) 969-6158
www.citationprocessingcenter.com

ADMINISTRATIVE CITATION

Section I, Item 14.

CITATION #: AC07714

GENERAL INFORMATION		
DATE OF VIOLATION: 08/18/2022 11:25 AM	DATE OF CITATION: 08/22/2022 11:04 AM	CASE # CE22-0240
LOCATION OF VIOLATION: 15523 33RD AVE	ISSUED BY: S. FELDER	BADGE #: 220

RESPONSIBLE PARTY:
TERRY DAVIS
15523 33RD AVE
CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Remove and legally dispose of the garbage,junk and/or debris from your property.	
10-1.6 P CMC	VIOLATION DESCRIPTION: SPECIALTY STRUCTURE UNUSED	\$500.00
	CORRECTION REQUIRED: Make repairs to your deck to bring up to code.	
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$500.00
	CORRECTION REQUIRED: Remove the inoperable vehicles from your property.	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$1500.00
---	------------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC07714



Pay Or Appeal Online:
www.citationprocessingcenter.com
Citation #: AC07714
Time: 11:04 AM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

15523 33RD AVE

Payment Due Date: **09/12/2022**

Amount Due: **\$1500.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

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Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
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Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1234935282 1213-3

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

DTR1117P *** 4000000225 225/1



DAVIS, TERRY
15523 33RD AVE
CLEARLAKE CA 95422-9301

NOTICE DATE: 11/18/2022
AMOUNT DUE: \$2,250.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

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If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC07714	08/22/2022 11:04 AM	10-1.6 J CMC, STORE JUNK, INOP VEHS. ETC.	15523 33RD AVE	\$750.00
AC07714	08/22/2022 11:04 AM	10-1.6 P CMC, SPECIALTY STRUCTURE UNUSED	15523 33RD AVE	\$750.00
AC07714	08/22/2022 11:04 AM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	15523 33RD AVE	\$750.00

*(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)*

Notice Date	Notice Number	TOTAL DUE NOW	Amount
11/18/2022	TW1234935282		\$2,250.00

DAVIS, TERRY
15523 33RD AVE
CLEARLAKE CA 95422-9301



A convenience fee may be applied

1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

08/22/22	AC07714	\$750.00	10-1.6 J CMC
08/22/22	AC07714	\$750.00	10-1.6 P CMC
08/22/22	AC07714	\$750.00	10-1.6 Q CMC



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

Section I, Item 14.

ADMINISTRATIVE CITATION

CITATION #: AC07855

GENERAL INFORMATION		
DATE OF VIOLATION: 09/08/2022 3:04 PM	DATE OF CITATION: 09/12/2022 7:13 AM	CASE # CE22-0240
LOCATION OF VIOLATION: 15523 33RD AVE	ISSUED BY: S. FELDER	BADGE #: 220

RESPONSIBLE PARTY:
TERRY DAVIS
15523 33RD AVE
CLEARLAKE, CA 95422

Scan QR Code to
 Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Remove and legally dispose of the garbage, junk and/or debris from	
10-1.6 P CMC	VIOLATION DESCRIPTION: SPECIALTY STRUCTURE UNUSED	\$500.00
	CORRECTION REQUIRED: Make repairs to your deck to bring up tp code.	
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$500.00
	CORRECTION REQUIRED: Remove the inoperable vehicles from your property.	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$1500.00
---	------------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC07855



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC07855
 Time: 07:13 AM

Mail Payment To:
 City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-0479

15523 33RD AVE

Payment Due Date: **10/03/2022**

Amount Due: **\$1500.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1235146565 1213-3

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

DTR1208P *** 4000000156 156/1



DAVIS, TERRY
15523 33RD AVE
CLEARLAKE CA 95422-9301

NOTICE DATE: 12/09/2022
AMOUNT DUE: \$2,250.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to the Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

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If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC07855	09/12/2022 07:13 AM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	15523 33RD AVE	\$750.00
AC07855	09/12/2022 07:13 AM	10-1.6 P CMC, SPECIALTY STRUCTURE UNUSED	15523 33RD AVE	\$750.00
AC07855	09/12/2022 07:13 AM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	15523 33RD AVE	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Notice Date	Notice Number	
12/09/2022	TW1235146565	
TOTAL DUE NOW		\$2,250.00

DAVIS, TERRY
15523 33RD AVE
CLEARLAKE CA 95422-9301



A convenience fee may be applied

1213-3

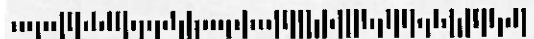
DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____

09/12/22	AC07855	\$750.00	10-1.6 J CMC
09/12/22	AC07855	\$750.00	10-1.6 P CMC
09/12/22	AC07855	\$750.00	10-1.6 Q CMC



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275
 Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CITATION

GENERAL INFORMATION		
DATE OF VIOLATION: 06/14/2023 3:28 PM	DATE OF CITATION: 06/15/2023 10:10 AM	CASE # CE22-0240
LOCATION OF VIOLATION: 15523 33RD AVE	ISSUED BY: S. FELDER	BADGE #: 220

CITATION #: **AC09514**

RESPONSIBLE PARTY:

TERRY DAVIS
15523 33RD AVE
CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Remove and legally dispose of the garbage, junk and/or debris from your property.	

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 P CMC	VIOLATION DESCRIPTION: SPECIALTY STRUCTURE UNUSED	\$500.00
	CORRECTION REQUIRED: Make repairs to your deck to bring up tp code.	

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$500.00
	CORRECTION REQUIRED: Remove and legally dispose of the inoperable and/or abandoned vehicle.	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$1500.00
---	------------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: **AC09514**



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC09514
 Time: 10:10 AM

Mail Payment To:
 City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-0479

15523 33RD AVE

Payment Due Date: **07/06/2023**

Amount Due: **\$1500**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

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Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1237812373 1213-3

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

DTR0911Q *** 4000002613 2613/1
AUTO MIXED AADC 750

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

NOTICE DATE: 09/12/2023
AMOUNT DUE: \$2,250.00



DAVIS, TERRY
15523 33RD AVE
CLEARLAKE CA 95422-9301

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to The Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

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Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC09514	06/15/2023 10:10 AM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	15523 33RD AVE	\$750.00
AC09514	06/15/2023 10:10 AM	10-1.6 P CMC, SPECIALTY STRUCTURE UNUSED	15523 33RD AVE	\$750.00
AC09514	06/15/2023 10:10 AM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	15523 33RD AVE	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Notice Date	Notice Number	
09/12/2023	TW1237812373	
TOTAL DUE NOW		\$2,250.00

DAVIS, TERRY
15523 33RD AVE
CLEARLAKE CA 95422-9301



A convenience fee may be applied

1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

06/15/23	AC09514	\$750.00	10-1.6 J CMC
06/15/23	AC09514	\$750.00	10-1.6 P CMC
06/15/23	AC09514	\$750.00	10-1.6 Q CMC



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CITATION

Section I, Item 14.

CITATION #: AC10224

GENERAL INFORMATION		
DATE OF VIOLATION: 08/01/2023 3:33 PM	DATE OF CITATION: 08/02/2023 11:24 AM	CASE # CE22-0240
LOCATION OF VIOLATION: 15523 33RD AVE	ISSUED BY: S. FELDER	BADGE #: 220

RESPONSIBLE PARTY:
TERRY DAVIS
15523 33RD AVE
CLEARLAKE, CA 95422

Scan QR Code to
 Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Remove and legally dispose of the garbage, junk and/or debris from your property.	
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$500.00
	CORRECTION REQUIRED: Remove and legally dispose of the inoperable and/or abandoned vehicle.	

TOTAL FINE AMOUNT DUE FOR THIS CITATION: \$1000.00

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC10224



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC10224
 Time: 11:24 AM

Mail Payment To:
 City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-0479

15523 33RD AVE

Payment Due Date: **08/23/2023**

Amount Due: **\$1000.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

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Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1238305724 1213-3

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

DTR1027H *** 4000001718 1718/1
AUTO ALL FOR AADC 940

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

NOTICE DATE: 10/30/2023
AMOUNT DUE: \$1,500.00



DAVIS, TERRY
15523 33RD AVE
CLEARLAKE CA 95422-9301

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to The Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

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If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC10224	08/02/2023 11:24 AM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	15523 33RD AVE	\$750.00
AC10224	08/02/2023 11:24 AM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	15523 33RD AVE	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Notice Date	Notice Number	TOTAL DUE NOW	Amount
10/30/2023	TW1238305724		\$1,500.00

DAVIS, TERRY
15523 33RD AVE
CLEARLAKE CA 95422-9301



A convenience fee may be applied

1213-3

**DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:**

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

08/02/23 AC10224 \$750.00 10-1.6 J CMC
08/02/23 AC10224 \$750.00 10-1.6 Q CMC



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

Section I, Item 14.

ADMINISTRATIVE CITATION

CITATION #: AC10465

GENERAL INFORMATION		
DATE OF VIOLATION: 09/05/2023 2:59 PM	DATE OF CITATION: 09/06/2023 2:12 PM	CASE # CE22-0240
LOCATION OF VIOLATION: 15523 33RD AVE	ISSUED BY: S. FELDER	BADGE #: 220

RESPONSIBLE PARTY:
TERRY DAVIS
15523 33RD AVE
CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Remove and legally dispose of the garbage, junk and/or debris from your property.	
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$500.00
	CORRECTION REQUIRED: Remove the inoperable vehicles from your property.	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$1000.00
---	------------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC10465



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC10465
 Time: 02:12 PM

Mail Payment To:
 City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-0479

15523 33RD AVE

Payment Due Date: **09/27/2023**
 Amount Due: **\$1000**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1238664529 1213-3

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

DTR1201L *** 4000001942 1942/1
AUTO MIXED AADC 750

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

NOTICE DATE: 12/04/2023
AMOUNT DUE: \$1,500.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to The Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC10465	09/06/2023 02:12 PM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	15523 33RD AVE	\$750.00
AC10465	09/06/2023 02:12 PM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	15523 33RD AVE	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Notice Date	Notice Number	TOTAL DUE NOW
12/04/2023	TW1238664529	\$1,500.00

DAVIS, TERRY
15523 33RD AVE
CLEARLAKE CA 95422-9301



A convenience fee may be applied

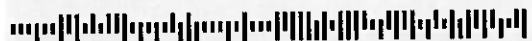
1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

09/06/23 AC10465 \$750.00 10-1.6 J CMC
09/06/23 AC10465 \$750.00 10-1.6 Q CMC



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CITATION

Section I, Item 14.

CITATION #: AC10541

GENERAL INFORMATION		
DATE OF VIOLATION: 09/20/2023 3:30 PM	DATE OF CITATION: 09/21/2023 7:37 AM	CASE # CE22-0240
LOCATION OF VIOLATION: 15523 33RD AVE	ISSUED BY: S. FELDER	BADGE #: 220

RESPONSIBLE PARTY:
TERRY DAVIS
15523 33RD AVE
CLEARLAKE, CA 95422

Scan QR Code to
 Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Remove and leaglyly dispose of the garbage, junk and/or debris from your property.	
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$500.00
	CORRECTION REQUIRED: Remove the inoperable vehicles from your property.	

TOTAL FINE AMOUNT DUE FOR THIS CITATION: \$1000.00

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC10541



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC10541
 Time: 07:37 AM

Mail Payment To:
 City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-0479

15523 33RD AVE

Payment Due Date: **10/12/2023**

Amount Due: **\$1000**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1238826576 1213-3

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

DTR1218P *** 7000005948 00.0019.0134 5948/1
AUTO ALL FOR AADC 940

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

NOTICE DATE: 12/19/2023
AMOUNT DUE: \$1,500.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to The Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC10541	09/21/2023 07:37 AM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	15523 33RD AVE	\$750.00
AC10541	09/21/2023 07:37 AM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	15523 33RD AVE	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-1)

Notice Date	Notice Number	
12/19/2023	TW1238826576	
TOTAL DUE NOW		\$1,500.00

DAVIS, TERRY
15523 33RD AVE
CLEARLAKE CA 95422-9301



A convenience fee may be applied

1213-3

**DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:**

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____

09/21/23 AC10541 \$750.00 10-1.6 J CMC
09/21/23 AC10541 \$750.00 10-1.6 Q CMC



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CITATION

Section I, Item 14.

CITATION #: AC10669

GENERAL INFORMATION		
DATE OF VIOLATION: 10/18/2023 11:30 AM	DATE OF CITATION: 10/19/2023 7:47 AM	CASE # CE22-0240
LOCATION OF VIOLATION: 15523 33RD AVE	ISSUED BY: S. FELDER	BADGE #: 220

RESPONSIBLE PARTY:
TERRY DAVIS
15523 33RD AVE
CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Remove and legally dispose of the garbage, junk and/or debris from your property.	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$500.00
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Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC10669



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC10669
 Time: 07:47 AM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

15523 33RD AVE

Payment Due Date: **11/09/2023**
 Amount Due: **\$500.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1239107678 1213-3

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

DTR01150 *** 7000005293 00.0019.0175 5293/1
AUTO ALL FOR AADC 940

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

NOTICE DATE: 01/16/2024
AMOUNT DUE: \$750.00

DAVIS, TERRY
15523 33RD AVE
CLEARLAKE CA 95422-9301

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to The Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC10669	10/19/2023 07:47 AM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	15523 33RD AVE	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Notice Date	Notice Number	
01/16/2024	TW1239107678	
TOTAL DUE NOW		\$750.00

DAVIS, TERRY
15523 33RD AVE
CLEARLAKE CA 95422-9301



A convenience fee may be applied

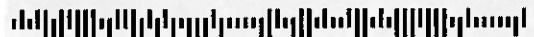
1213-3

**DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:**

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-7275

Phone: (800) 969-6158
www.citationprocessingcenter.com

ADMINISTRATIVE CI

Section I, Item 14.

GENERAL INFORMATION		
DATE OF VIOLATION: 11/15/2023 2:00 PM	DATE OF CITATION: 11/16/2023 9:03 AM	CASE # CE22-0240
LOCATION OF VIOLATION: 15523 33RD AVE	ISSUED BY: S. FELDER	BADGE #: 220

CITATION #: AC10755

RESPONSIBLE PARTY:

TERRY DAVIS
15523 33RD AVE
CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Remove and legally dispose of the garbage, junk and/or debris from your property.	
CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
17920.3(G)2 HSC	VIOLATION DESCRIPTION: FAULTY WEATHER PROTECTION-WALLS/DOORS/ROOFS	\$0.00
	CORRECTION REQUIRED: Remove the plastic from your roof and make repairs.	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$500.00
---	-----------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC10755



Pay Or Appeal Online:
www.citationprocessingcenter.com
Citation #: AC10755
Time: 09:03 AM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

15523 33RD AVE

Payment Due Date: 12/07/2023

Amount Due: \$500.00

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

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Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1239376565 1213-3

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)



Scan Code
to Pay Now!

DTR0212R *** 4000002743 2743/1
AUTO ALL FOR AADC 940



DAVIS, TERRY
15523 33RD AVE
CLEARLAKE CA 95422-9301

NOTICE DATE: 02/13/2024
AMOUNT DUE: \$750.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to The Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

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If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC10755	11/16/2023 09:03 AM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	15523 33RD AVE	\$750.00
AC10755	11/16/2023 09:03 AM	17920.3(G)2 HSC, WEATHER PROT-WALLS/DOORS/ROOFS	15523 33RD AVE	\$0.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Notice Date	Notice Number
02/13/2024	TW1239376565

TOTAL DUE NOW \$750.00

DAVIS, TERRY
15523 33RD AVE
CLEARLAKE CA 95422-9301



A convenience fee may be applied

1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

11/16/23 AC10755 \$750.00 10-1.6 J CMC
11/16/23 AC10755 \$0.00 17920.3(G)2 HSC



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CITATION

Section I, Item 14.

CITATION #: AC10845

GENERAL INFORMATION		
DATE OF VIOLATION: 12/05/2023 2:39 PM	DATE OF CITATION: 12/06/2023 3:36 PM	CASE # CE22-0240
LOCATION OF VIOLATION: 15523 33RD AVE	ISSUED BY: S. FELDER	BADGE #: 220

RESPONSIBLE PARTY:
TERRY DAVIS
15523 33RD AVE
CLEARLAKE, CA 95422

Scan QR Code to
 Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Remove and legally dispose of the grabge, junk and/or debris from your property.	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$500.00
---	-----------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC10845



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC10845
 Time: 03:36 PM

Mail Payment To:
 City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-0479

15523 33RD AVE

Payment Due Date: **12/20/2023**

Amount Due: **\$500.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1239561899 1213-3

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)



Scan Code
to Pay Now!

DTR0301M *** 4000002806 2806/1
AUTO MIXED AADC 750



DAVIS, TERRY
15523 33RD AVE
CLEARLAKE CA 95422-9301

NOTICE DATE: 03/04/2024
AMOUNT DUE: \$750.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to The Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC10845	12/06/2023 03:36 PM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	15523 33RD AVE	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Notice Date	Notice Number	
03/04/2024	TW1239561899	
TOTAL DUE NOW		\$750.00

DAVIS, TERRY
15523 33RD AVE
CLEARLAKE CA 95422-9301



A convenience fee may be applied

1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

Section 1, Item 14.

ADMINISTRATIVE CITATION

CITATION #: AC10905

GENERAL INFORMATION		
DATE OF VIOLATION: 12/20/2023 2:41 PM	DATE OF CITATION: 12/26/2023 9:41 AM	CASE # CE22-0240
LOCATION OF VIOLATION: 15523 33RD AVE	ISSUED BY: S. FELDER	BADGE #: 220

RESPONSIBLE PARTY:
TERRY DAVIS
 15523 33RD AVE
 CLEARLAKE, CA 95422

Scan QR Code to
 Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Remove and legally dispose of the garbage, junk and/or debris from your property.	
CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
17920.3(G)4 HSC	VIOLATION DESCRIPTION: FAULTY WEATHER PROTECTION-WALL/ROOF COVERING	\$0.00
	CORRECTION REQUIRED: Remove the plastic from your roof and make repairs.	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$500.00
--	----------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC10905



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC10905
 Time: 09:41 AM

Mail Payment To:
 City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-0479

15523 33RD AVE

Payment Due Date: **01/16/2024**

Amount Due: **\$500.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1239776441 1213-3

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

DTR0322K *** 4000001787 1787/1
AUTO MIXED AADC 750

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

NOTICE DATE: 03/25/2024
AMOUNT DUE: \$750.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to The Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC10905	12/26/2023 09:41 AM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	15523 33RD AVE	\$750.00
AC10905	12/26/2023 09:41 AM	17920.3(G)4 HSC, WEATHER PROT-WALL/ROOF COVERING	15523 33RD AVE	\$0.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment - Use the enclosed envelope (1213-2)

Notice Date	Notice Number
03/25/2024	TW1239776441

TOTAL DUE NOW \$750.00

DAVIS, TERRY
15523 33RD AVE
CLEARLAKE CA 95422-9301



A convenience fee may be applied

1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

12/26/23 AC10905 \$750.00 10-1.6 J CMC
12/26/23 AC10905 \$0.00 17920.3(G)4 HSC



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CITATION

Section 1, Item 14.

CITATION #: AC10990

GENERAL INFORMATION		
DATE OF VIOLATION: 01/17/2024 4:06 PM	DATE OF CITATION: 01/22/2024 6:58 AM	CASE # CE22-0240
LOCATION OF VIOLATION: 15523 33RD AVE	ISSUED BY: S. FELDER	BADGE #: 220

RESPONSIBLE PARTY:

TERRY DAVIS
15523 33RD AVE
CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Remove and legally dispose of the garbage, junk and/or debris from your property.	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$500.00
--	----------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC10990



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC10990
 Time: 06:58 AM

Mail Payment To:
 City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-0479

15523 33RD AVE

Payment Due Date: **02/12/2024**

Amount Due: **\$500.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1240043041 1213-3

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

OFFICIAL TAX OFFSET NOTICE ADMINISTRATIVE CITATION(S)

DTR0418R *** 4000000221 221/1



DAVIS, TERRY
15523 33RD AVE
CLEARLAKE CA 95422-9301

NOTICE DATE: 04/19/2024
AMOUNT DUE: \$750.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to The Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC10990	01/22/2024 06:58 AM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	15523 33RD AVE	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Notice Date	Notice Number
04/19/2024	TW1240043041

TOTAL DUE NOW \$750.00

DAVIS, TERRY
15523 33RD AVE
CLEARLAKE CA 95422-9301



A convenience fee may be applied

1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CI

Section I, Item 14.

GENERAL INFORMATION		
DATE OF VIOLATION: 02/05/2024 3:35 PM	DATE OF CITATION: 02/07/2024 3:06 PM	CASE # CE22-0240
LOCATION OF VIOLATION: 15523 33RD AVE	ISSUED BY: S. FELDER	BADGE #: 220

CITATION #: **AC11050**

RESPONSIBLE PARTY:
TERRY DAVIS
15523 33RD AVE
CLEARLAKE, CA 95422

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 J CMC	VIOLATION DESCRIPTION: STORE JUNK, INOP VEHS, ETC.	\$500.00
	CORRECTION REQUIRED: Remove and legally dispose of the garbage, junk and/or debris from your property.	
17920.3(G)4 HSC	VIOLATION DESCRIPTION: FAULTY WEATHER PROTECTION-WALL/ROOF COVERING	\$100.00
	CORRECTION REQUIRED: Remove the plastic from your roof and make repairs.	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$600.00
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Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: **AC11050**



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC11050
 Time: 03:06 PM

Mail Payment To:
 City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-0479

15523 33RD AVE

Payment Due Date: **02/28/2024**
 Amount Due: **\$600.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

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If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1240189249 1213-3

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

DTR0503L *** 4000001508 1508/1
AUTO MIXED AADC 750

OFFICIAL TAX OFFSET NOTICE
ADMINISTRATIVE CITATION(S)

NOTICE DATE: 05/06/2024
AMOUNT DUE: \$900.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

Our records show that you have a delinquent debt due to The Agency. You have 30 days to voluntarily pay this amount before we submit your account to the Franchise Tax Board (FTB) for interagency intercept collections. FTB operates an intercept program in conjunction with the State Controller's Office, collecting delinquent liabilities individuals owe to state and local agencies and colleges. FTB intercepts tax refunds, unclaimed property (UPD) claims and lottery winnings owed to individuals.

FTB redirects these funds to pay the individual's debts to the agencies/colleges (California Government Code Sections 12419.2, 12419.7, 12419.8, 12419.9, 12419.10, 12419.11 and 12419.12).

If you have questions or do not believe you owe this debt, contact us within 30 days from the date of this letter. A representative will review your questions or objections. If you do not contact us within that time, or if you do not provide sufficient objections, we will proceed with intercept collections.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC11050	02/07/2024 03:06 PM	10-1.6 J CMC, STORE JUNK, INOP VEHS, ETC.	15523 33RD AVE	\$750.00
AC11050	02/07/2024 03:06 PM	17920.3(G)4 HSC, WEATHER PROT-WALL/ROOF COVERING	15523 33RD AVE	\$150.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment - Use the enclosed envelope (1213-2)

Notice Date	Notice Number
05/06/2024	TW1240189249

DAVIS, TERRY
15523 33RD AVE
CLEARLAKE CA 95422-9301

TOTAL DUE NOW \$900.00



A convenience fee may be applied

1213-3

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

02/07/24 AC11050 \$750.00 10-1.6 J CMC
02/07/24 AC11050 \$150.00 17920.3(G)4 HSC



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CI

Section I, Item 14.

GENERAL INFORMATION		
DATE OF VIOLATION: 03/29/2022 4:16 PM	DATE OF CITATION: 03/29/2022 4:16 PM	CASE # CE22-0216
LOCATION OF VIOLATION: 3855 MONTEREY DR	ISSUED BY: L. LAMBERT	BADGE # 153

CITATION #: AC06505

RESPONSIBLE PARTY:

MARGARET MEEK
125 EDWARD ST APT 3C
BUFFALO , NY 14201-2131

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$200.00
	CORRECTION REQUIRED: Remove travel trailer which has been abandoned on vacant parcel	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$200.00
---	-----------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC06505



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC06505
 Time: 04:16 PM

Mail Payment To:
 City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-0479

3855 MONTEREY DR

Payment Due Date: **04/19/2022**
 Amount Due: **\$200.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1233219861 1213-2

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

DTB0523A *** 7000000022 00.0002.0003 22/1
AUTO MIXED AADC 926

OFFICIAL NOTICE OF DELINQUENT ADMINISTRATIVE CITATION(S)

NOTICE DATE: 05/24/2022

AMOUNT DUE: \$300.00

IMPORTANT	
1.	Send check or money order. NO CASH. US funds only.
2.	Print citation number on your payment.
3.	To ensure proper credit, return the bottom portion of this notice with your payment.

MEEK, MARGARET
125 EDWARD ST APT 3C
BUFFALO NY 14201-2131

THIS IS YOUR SECOND AND FINAL NOTICE

IMMEDIATE PAYMENT IS REQUIRED TO PREVENT FURTHER ACTION SUCH AS NOTIFICATION TO:

- 1) The State Franchise Tax Board
- 2) Special Assessment and/or property lien
- 3) Other legal action

Pay this immediately to avoid further action. If you have questions about these citation(s), go to www.CitationProcessingCenter.com. For further assistance call (800) 969-6158.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC06505	03/29/2022 04:16 PM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	3855 MONTEREY DR	\$300.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment – Use the enclosed envelope (1213-2)

Notice Date	Notice Number	TOTAL FINE AMOUNTS
05/24/2022	TW1233219861	TOTAL DUE NOW \$300.00

MEEK, MARGARET
125 EDWARD ST APT 3C
BUFFALO NY 14201-2131



1213-2

A convenience fee may be applied

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

City of Clearlake
C/O Citation Processing Center
P.O. Box 11024
Newport Beach, CA 92656

**RESULT OF
ADMINISTRATIVE REVIEW**

DTQ0420A *** 7000000001 00.0001.0001 1/1
SNGLP 750 50887832



MARGARET MEEK
CO/ DESIREE IANNELLO125 EDWARD ST #3C
BUFFALO NY 14201

Mailing Date: 4/21/2022

Balance Due: \$200.00

Citation: AC06505

Citation Date: 3/29/2022

Case Number: CE22-0216

Results:

Violation	Disposition	Adjudication Comments
10-1.6 Q CMC :ABANDONED, ETC. VEHICLES	Upheld	

Thank you for your recent request for an Initial Review. The result of the Initial Review is as follows:

The citation has been UPHELD. You have 15 days from the date of this letter to pay the fine associated with this citation. There was sufficient evidence to issue the citation.

No evidence to support reasonable doubt that the violation did not occur at time of violation. Reviewed case photos.

As an alternative within 15 days of the mailing of this notice, you may choose to request an Administrative Hearing by logging onto the website at www.CitationProcessingCenter.com and following the prompts in the 'Appeal' section (left-hand column of the web page). In order to schedule an Administrative Hearing, you must pay as a deposit, the fine associated with this citation or \$1,000, whichever is less. The fine will be returned to you if the Administrative Hearing results in an 'overturned' citation.

A fee waiver is available if you are unable to post the deposit due to financial hardship. You must submit a 'Request for Advance Deposit Hardship Waiver' form along with the 'Admin Cite Request for Administrative Hearing' form. The forms may be obtained at www.CitationProcessingCenter.com. For questions, please call CPC at 1 (800) 969-6158.

You may also obtain the forms by visiting the Clearlake Police Department lobby at 14050 Olympic Drive, Clearlake, CA.

Payment can be made by Phone: (800) 969-6158, Internet: www.CitationProcessingCenter.com, Mail: City of Clearlake, Citation Processing Center, P O Box 7275, Newport Beach, CA 92658-7275, or in Person at: Clearlake Police Department, 14050 Olympic Dr, Clearlake, CA 95422.

City of Clearlake
C/O Citation Processing Center
P.O. Box 11024
Newport Beach, CA 92656

Section I, Item 14.

**RESULT OF
ADMINISTRATIVE HEARING**

DTQ0926A *** 4000000009 9/1 50887832



MEEK, MARGARET
125 EDWARD ST APT 3C
BUFFALO NY 14201-2131

Mailing Date: 9/27/2022

Balance Due: \$200.00

Citation: AC06505

Citation Date: 3/29/2022

Case Number: CE22-0216

Results:

Violation	Disposition	Adjudication Comments
10-1.6 Q CMC :ABANDONED, ETC. VEHICLES	Upheld	

Thank you for your recent request for an Administrative Hearing.

The Hearing Examiner has conducted a hearing and the circumstances regarding the issuance of your citation have been carefully reviewed and considered and the results are shown above.

Violator must respond by 10/18/2022. Appellant participated in the requested hearing via video conference and offered oral testimony or other evidence in support of the appeal. Based on all the testimony and evidence provided by Appellant and the City, the facts of record are sufficient to uphold the Citation. That Appellant did not disclaim ownership of the travel trailer does not negate the violation. The trailer was parked on the subject lot unattended for extended periods of time (Appellant had relocated to New York State) and that is sufficient abandonment for purposes here.

It has been determined that the action of the Officer was appropriate and the circumstances presented failed to establish sufficient cause for the dismissal of this citation. This decision is final. If you wish to appeal further, please follow the instructions below.

If this letter shows a balance due, and you have not submitted payment, submit payment in full at www.CitationProcessingCenter.com or call (800) 969-6158.

If you wish to contest this decision, you must do so by contacting the Court within your jurisdiction and filing the appeal within 20 days of the date stamped at the top of this document. Should the results of the Administrative Hearing Officer's decisions be contested in court, the City must be served at City of Clearlake, 14050 Olympic Dr., , Clearlake, CA 94522. The fee for filing the Court appeal is \$25.00 and must be paid to the Court when requesting the appeal. If the Court dismisses the citation, the full amount of the fine and the \$25.00 Court filing fee will be refunded by the issuing agency.

Thank you,

HEARING EXAMINER



City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-7275

Phone: (800) 969-6158
www.citationprocessingcenter.com

ADMINISTRATIVE CI

Section I, Item 14.

CITATION #: AC06584

GENERAL INFORMATION		
DATE OF VIOLATION: 04/14/2022 1:36 PM	DATE OF CITATION: 04/14/2022 1:36 PM	CASE # CE22-0216
LOCATION OF VIOLATION: 3855 MONTEREY DR	ISSUED BY: L. LAMBERT	BADGE #: 153

RESPONSIBLE PARTY:
MARGARET MEEK
125 EDWARD ST APT 3C
BUFFALO , NY 14201-2131

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$500.00
	CORRECTION REQUIRED: Remove travel trailer which has been abandoned	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$500.00
---	-----------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC06584



Pay Or Appeal Online:
www.citationprocessingcenter.com
Citation #: AC06584
Time: 01:36 PM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

3855 MONTEREY DR

Payment Due Date: **05/05/2022**
Amount Due: **\$500.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1233265717 1213-2

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

DTB0527A *** 7000000003 00.0001.0003 3/1
SNGLP 926

OFFICIAL NOTICE OF DELINQUENT ADMINISTRATIVE CITATION(S)

NOTICE DATE: 05/31/2022

AMOUNT DUE: \$750.00

IMPORTANT	
1.	Send check or money order. NO CASH. US funds only.
2.	Print citation number on your payment.
3.	To ensure proper credit, return the bottom portion of this notice with your payment.

MEEK, MARGARET
125 EDWARD ST APT 3C
BUFFALO NY 14201-2131

THIS IS YOUR SECOND AND FINAL NOTICE

IMMEDIATE PAYMENT IS REQUIRED TO PREVENT FURTHER ACTION SUCH AS NOTIFICATION TO:

- 1) The State Franchise Tax Board
- 2) Special Assessment and/or property lien
- 3) Other legal action

Pay this immediately to avoid further action. If you have questions about these citation(s), go to www.CitationProcessingCenter.com. For further assistance call (800) 969-6158.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC06584	04/14/2022 01:36 PM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	3855 MONTEREY DR	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment – Use the enclosed envelope (1213-2)

Notice Date	Notice Number	TOTAL FINE AMOUNTS
05/31/2022	TW1233265717	TOTAL DUE NOW \$750.00

MEEK, MARGARET
125 EDWARD ST APT 3C
BUFFALO NY 14201-2131



1213-2

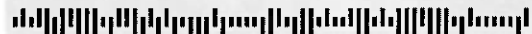
A convenience fee may be applied

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

City of Clearlake
C/O Citation Processing Center
P.O. Box 11024
Newport Beach, CA 92656

Section I, Item 14.

**RESULT OF
ADMINISTRATIVE REVIEW**

DTQ0426A *** 7000000008 00.0001.0008 8/1
SNGLP 750 51003051



MARGARET MEEK
3855 MONTEREY DRIVE
CLEARLAKE CA CA 95242

Mailing Date: 4/27/2022

Balance Due: \$500.00

Citation: AC06584

Citation Date: 4/14/2022

Case Number: CE22-0216

Results:

Violation	Disposition	Adjudication Comments
10-1.6 Q CMC :ABANDONED, ETC. VEHICLES	Upheld	

Thank you for your recent request for an Initial Review. The result of the Initial Review is as follows:

The citation has been UPHELD. You have 15 days from the date of this letter to pay the fine associated with this citation. There was sufficient evidence to issue the citation.

No evidence to support reasonable doubt that the violation did not occur at time of violation.

As an alternative within 15 days of the mailing of this notice, you may choose to request an Administrative Hearing by logging onto the website at www.CitationProcessingCenter.com and following the prompts in the `Appeal` section (left-hand column of the web page). In order to schedule an Administrative Hearing, you must pay as a deposit, the fine associated with this citation or \$1,000, whichever is less. The fine will be returned to you if the Administrative Hearing results in an `overturned` citation.

A fee waiver is available if you are unable to post the deposit due to financial hardship. You must submit a `Request for Advance Deposit Hardship Waiver` form along with the `Admin Cite Request for Administrative Hearing` form. The forms may be obtained at www.CitationProcessingCenter.com. For questions, please call CPC at 1 (800) 969-6158.

You may also obtain the forms by visiting the Clearlake Police Department lobby at 14050 Olympic Drive, Clearlake, CA.

Payment can be made by Phone: (800) 969-6158, Internet: www.CitationProcessingCenter.com, Mail: City of Clearlake, Citation Processing Center, P O Box 7275, Newport Beach, CA 92658-7275, or in Person at: Clearlake Police Department, 14050 Olympic Dr, Clearlake, CA 95422.

City of Clearlake
C/O Citation Processing Center
P.O. Box 11024
Newport Beach, CA 92656

**RESULT OF
ADMINISTRATIVE HEARING**

DTQ0926A *** 4000000010 10/1 51003051



MEEK, MARGARET
125 EDWARD ST APT 3C
BUFFALO NY 14201-2131

Mailing Date: 9/27/2022

Balance Due: \$500.00

Citation: AC06584

Citation Date: 4/14/2022

Case Number: CE22-0216

Results:

Violation	Disposition	Adjudication Comments
10-1.6 Q CMC :ABANDONED, ETC. VEHICLES	Upheld	

Thank you for your recent request for an Administrative Hearing.

The Hearing Examiner has conducted a hearing and the circumstances regarding the issuance of your citation have been carefully reviewed and considered and the results are shown above.

Violator must respond by 10/18/2022. Appellant participated in the requested hearing via video conference and offered oral testimony or other evidence in support of the appeal. Based on all the testimony and evidence provided by Appellant and the City, the facts of record are sufficient to uphold the Citation. That Appellant did not disclaim ownership of the travel trailer does not negate the violation. The trailer was parked on the subject lot unattended for extended periods of time (Appellant had relocated to New York State) and that is sufficient abandonment for purposes here.

It has been determined that the action of the Officer was appropriate and the circumstances presented failed to establish sufficient cause for the dismissal of this citation. This decision is final. If you wish to appeal further, please follow the instructions below.

If this letter shows a balance due, and you have not submitted payment, submit payment in full at www.CitationProcessingCenter.com or call (800) 969-6158.

If you wish to contest this decision, you must do so by contacting the Court within your jurisdiction and filing the appeal within 20 days of the date stamped at the top of this document. Should the results of the Administrative Hearing Officer's decisions be contested in court, the City must be served at City of Clearlake, 14050 Olympic Dr., , Clearlake, CA 94522. The fee for filing the Court appeal is \$25.00 and must be paid to the Court when requesting the appeal. If the Court dismisses the citation, the full amount of the fine and the \$25.00 Court filing fee will be refunded by the issuing agency.

Thank you,

HEARING EXAMINER



City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-7275

Phone: (800) 969-6158
www.citationprocessingcenter.com

ADMINISTRATIVE CI

Section 1, Item 14.

GENERAL INFORMATION		
DATE OF VIOLATION: 05/02/2022 4:16 PM	DATE OF CITATION: 05/02/2022 4:16 PM	CASE # CE22-0216
LOCATION OF VIOLATION: 3855 MONTEREY DR	ISSUED BY: L. LAMBERT	BADGE #. 153

CITATION #: AC06705

RESPONSIBLE PARTY:

MARGARET MEEK
125 EDWARD ST APT 3C
BUFFALO , NY 14201-2131

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$500.00
	CORRECTION REQUIRED: Remove travel trailer which has been abandoned	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$500.00
---	-----------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC06705



Pay Or Appeal Online:
www.citationprocessingcenter.com
Citation #: AC06705
Time: 04:16 PM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

3855 MONTEREY DR

Payment Due Date: **05/23/2022**
Amount Due: **\$500.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1234730309 1213-2

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

OFFICIAL NOTICE OF DELINQUENT ADMINISTRATIVE CITATION(S)

NOTICE DATE: 10/28/2022

AMOUNT DUE: \$1,800.00

DTB1027A *** 4000000309 309/1



MEEK, MARGARET
125 EDWARD ST APT 3C
BUFFALO NY 14201-2131

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

THIS IS YOUR SECOND AND FINAL NOTICE

IMMEDIATE PAYMENT IS REQUIRED TO PREVENT FURTHER ACTION SUCH AS NOTIFICATION TO:

- 1) The State Franchise Tax Board
- 2) Special Assessment and/or property lien
- 3) Other legal action

Pay this immediately to avoid further action. If you have questions about these citation(s), go to www.CitationProcessingCenter.com. For further assistance call (800) 969-6158.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC06505	03/29/2022 04:16 PM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	3855 MONTEREY DR	\$300.00
AC06584	04/14/2022 01:36 PM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	3855 MONTEREY DR	\$750.00
AC06705	05/02/2022 04:16 PM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	3855 MONTEREY DR	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment - Use the enclosed envelope (1213-2)

Notice Date	Notice Number	TOTAL FINE AMOUNTS
10/28/2022	TW1234730309	TOTAL DUE NOW \$1,800.00

MEEK, MARGARET
125 EDWARD ST APT 3C
BUFFALO NY 14201-2131



1213-2

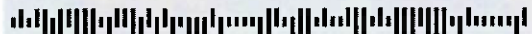
A convenience fee may be applied

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

03/29/22	AC06505	\$300.00	10-1.6 Q CMC
04/14/22	AC06584	\$750.00	10-1.6 Q CMC
05/02/22	AC06705	\$750.00	10-1.6 Q CMC

City of Clearlake
C/O Citation Processing Center
P.O. Box 11024
Newport Beach, CA 92656

**RESULT OF
ADMINISTRATIVE REVIEW**

DTQ0613A *** 7000000019 00.0001.0019 19/1
SNGLP 750 51117907



MARGARET MEEK
3855 MONTEREY DRIVE
CLEARLAKE CA 95422-9706

Mailing Date: 6/14/2022

Balance Due: \$750.00

Citation: AC06705

Citation Date: 5/2/2022

Case Number: CE22-0216

Results:

Violation	Disposition	Adjudication Comments
10-1.6 Q CMC :ABANDONED, ETC. VEHICLES	Upheld	

Thank you for your recent request for an Initial Review. The result of the Initial Review is as follows:

The citation has been UPHELD. You have 15 days from the date of this letter to pay the fine associated with this citation. There was sufficient evidence to issue the citation.

The reason given does not invalidate the citation.

As an alternative within 15 days of the mailing of this notice, you may choose to request an Administrative Hearing by logging onto the website at www.CitationProcessingCenter.com and following the prompts in the 'Appeal' section (left-hand column of the web page). In order to schedule an Administrative Hearing, you must pay as a deposit, the fine associated with this citation or \$1,000, whichever is less. The fine will be returned to you if the Administrative Hearing results in an 'overturned' citation.

A fee waiver is available if you are unable to post the deposit due to financial hardship. You must submit a 'Request for Advance Deposit Hardship Waiver' form along with the 'Admin Cite Request for Administrative Hearing' form. The forms may be obtained at www.CitationProcessingCenter.com. For questions, please call CPC at 1 (800) 969-6158.

You may also obtain the forms by visiting the Clearlake Police Department lobby at 14050 Olympic Drive, Clearlake, CA.

Payment can be made by Phone: (800) 969-6158, Internet: www.CitationProcessingCenter.com, Mail: City of Clearlake, Citation Processing Center, P O Box 7275, Newport Beach, CA 92658-7275, or in Person at: Clearlake Police Department, 14050 Olympic Dr, Clearlake, CA 95422.

City of Clearlake
C/O Citation Processing Center
P.O. Box 11024
Newport Beach, CA 92656

**RESULT OF
ADMINISTRATIVE HEARING**

DTQ0926A *** 4000000011 11/1 51117907



MEEK, MARGARET
125 EDWARD ST APT 3C
BUFFALO NY 14201-2131

Mailing Date: 9/27/2022

Balance Due: \$500.00

Citation: AC06705

Citation Date: 5/2/2022

Case Number: CE22-0216

Results:

Violation	Disposition	Adjudication Comments
10-1.6 Q CMC :ABANDONED, ETC. VEHICLES	Upheld	

Thank you for your recent request for an Administrative Hearing.

The Hearing Examiner has conducted a hearing and the circumstances regarding the issuance of your citation have been carefully reviewed and considered and the results are shown above.

Violator must respond by 10/18/2022. Appellant participated in the requested hearing via video conference and offered oral testimony or other evidence in support of the appeal. Based on all the testimony and evidence provided by Appellant and the City, the facts of record are sufficient to uphold the Citation. That Appellant did not disclaim ownership of the travel trailer does not negate the violation. The trailer was parked on the subject lot unattended for extended periods of time (Appellant had relocated to New York State) and that is sufficient abandonment for purposes here.

It has been determined that the action of the Officer was appropriate and the circumstances presented failed to establish sufficient cause for the dismissal of this citation. This decision is final. If you wish to appeal further, please follow the instructions below.

If this letter shows a balance due, and you have not submitted payment, submit payment in full at www.CitationProcessingCenter.com or call (800) 969-6158.

If you wish to contest this decision, you must do so by contacting the Court within your jurisdiction and filing the appeal within 20 days of the date stamped at the top of this document. Should the results of the Administrative Hearing Officer's decisions be contested in court, the City must be served at City of Clearlake, 14050 Olympic Dr., , Clearlake, CA 94522. The fee for filing the Court appeal is \$25.00 and must be paid to the Court when requesting the appeal. If the Court dismisses the citation, the full amount of the fine and the \$25.00 Court filing fee will be refunded by the issuing agency.

Thank you,

HEARING EXAMINER



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CITATION Section 1, Item 14.

GENERAL INFORMATION		
DATE OF VIOLATION: 05/18/2022 3:25 PM	DATE OF CITATION: 05/18/2022 3:25 PM	CASE # CE22-0216
LOCATION OF VIOLATION: 3855 MONTEREY DR	ISSUED BY: L. LAMBERT	BADGE #: 153

CITATION #: AC06887

RESPONSIBLE PARTY:

MARGARET MEEK
125 EDWARD ST APT 3C
BUFFALO , NY 14201-2131

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$500.00
	CORRECTION REQUIRED: Remove travel trailer which has been abandoned	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$500.00
---	-----------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC06887



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC06887
 Time: 03:25 PM

Mail Payment To:
 City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-0479

3855 MONTEREY DR

Payment Due Date: **06/08/2022**

Amount Due: **\$500.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1233730809 1213-2

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

OFFICIAL NOTICE OF DELINQUENT ADMINISTRATIVE CITATION(S)

NOTICE DATE: 07/15/2022

AMOUNT DUE: \$2,250.00

DTB0714A *** 4000000331 331/1

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.



MEEK, MARGARET
125 EDWARD ST APT 3C
BUFFALO NY 14201-2131

THIS IS YOUR SECOND AND FINAL NOTICE

IMMEDIATE PAYMENT IS REQUIRED TO PREVENT FURTHER ACTION SUCH AS NOTIFICATION TO:

- 1) The State Franchise Tax Board
- 2) Special Assessment and/or property lien
- 3) Other legal action

Pay this immediately to avoid further action. If you have questions about these citation(s), go to www.CitationProcessingCenter.com. For further assistance call (800) 969-6158.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC06887	05/18/2022 03:25 PM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	3855 MONTEREY DR	\$750.00
AC06705	05/02/2022 04:16 PM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	3855 MONTEREY DR	\$750.00
AC07159	06/06/2022 02:00 PM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	3855 MONTEREY DR	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment - Use the enclosed envelope (1213-2)

Notice Date	Notice Number	TOTAL FINE AMOUNTS
07/15/2022	TW1233730809	TOTAL DUE NOW \$2,250.00

MEEK, MARGARET
125 EDWARD ST APT 3C
BUFFALO NY 14201-2131



1213-2

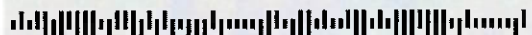
A convenience fee may be applied

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

05/18/22	AC06887	\$750.00	10-1.6 Q CMC
05/02/22	AC06705	\$750.00	10-1.6 Q CMC
06/06/22	AC07159	\$750.00	10-1.6 Q CMC

City of Clearlake
C/O Citation Processing Center
P.O. Box 11024
Newport Beach, CA 92656

**RESULT OF
ADMINISTRATIVE REVIEW**

DTQ0613A *** 7000000001 00.0001.0001 1/1
SNGLP 750 51230524



MARGARET MEEK
125 EDWARD ST
BUFFALO NY 14201-2130

Mailing Date: 6/14/2022

Balance Due: \$500.00

Citation: AC06887

Citation Date: 5/18/2022

Case Number: CE22-0216

Results:

Violation	Disposition	Adjudication Comments
10-1.6 Q CMC :ABANDONED, ETC. VEHICLES	Upheld	

Thank you for your recent request for an Initial Review. The result of the Initial Review is as follows:

The citation has been UPHELD. You have 15 days from the date of this letter to pay the fine associated with this citation. There was sufficient evidence to issue the citation.

No evidence to support reasonable doubt that the violation did not occur at time of violation. In addition to the cited violation, appellant's statement places the use of the property in violation of the zoning code with respect to use of an RV for habitation on a property.

As an alternative within 15 days of the mailing of this notice, you may choose to request an Administrative Hearing by logging onto the website at www.CitationProcessingCenter.com and following the prompts in the 'Appeal' section (left-hand column of the web page). In order to schedule an Administrative Hearing, you must pay as a deposit, the fine associated with this citation or \$1,000, whichever is less. The fine will be returned to you if the Administrative Hearing results in an 'overturned' citation.

A fee waiver is available if you are unable to post the deposit due to financial hardship. You must submit a 'Request for Advance Deposit Hardship Waiver' form along with the 'Admin Cite Request for Administrative Hearing' form. The forms may be obtained at www.CitationProcessingCenter.com. For questions, please call CPC at 1 (800) 969-6158.

You may also obtain the forms by visiting the Clearlake Police Department lobby at 14050 Olympic Drive, Clearlake, CA.

Payment can be made by Phone: (800) 969-6158, Internet: www.CitationProcessingCenter.com, Mail: City of Clearlake, Citation Processing Center, P O Box 7275, Newport Beach, CA 92658-7275, or in Person at: Clearlake Police Department, 14050 Olympic Dr, Clearlake, CA 95422.



City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-7275

Phone: (800) 969-6158
www.citationprocessingcenter.com

ADMINISTRATIVE CI

Section I, Item 14.

CITATION #: AC07159

GENERAL INFORMATION		
DATE OF VIOLATION: 06/06/2022 2:00 PM	DATE OF CITATION: 06/06/2022 2:00 PM	CASE # CE22-0216
LOCATION OF VIOLATION: 3855 MONTEREY DR	ISSUED BY: L. LAMBERT	BADGE #: 153

RESPONSIBLE PARTY:
MARGARET MEEK
125 EDWARD ST APT 3C
BUFFALO , NY 14201-2131

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$500.00
	CORRECTION REQUIRED: Remove travel trailer which has been abandoned	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$500.00
---	-----------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC07159



Pay Or Appeal Online:
www.citationprocessingcenter.com
Citation #: AC07159
Time: 02:00 PM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

3855 MONTEREY DR

Payment Due Date: **06/27/2022**

Amount Due: **\$500.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1233730809 1213-2

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

OFFICIAL NOTICE OF DELINQUENT ADMINISTRATIVE CITATION(S)

NOTICE DATE: 07/15/2022

AMOUNT DUE: \$2,250.00

DTB0714A *** 4000000331 331/1



MEEK, MARGARET
125 EDWARD ST APT 3C
BUFFALO NY 14201-2131

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

THIS IS YOUR SECOND AND FINAL NOTICE

IMMEDIATE PAYMENT IS REQUIRED TO PREVENT FURTHER ACTION SUCH AS NOTIFICATION TO:

- 1) The State Franchise Tax Board
- 2) Special Assessment and/or property lien
- 3) Other legal action

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Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC06887	05/18/2022 03:25 PM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	3855 MONTEREY DR	\$750.00
AC06705	05/02/2022 04:16 PM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	3855 MONTEREY DR	\$750.00
AC07159	06/06/2022 02:00 PM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	3855 MONTEREY DR	\$750.00

*(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment - Use the enclosed envelope (1213-2)*

Notice Date	Notice Number	TOTAL FINE AMOUNTS
07/15/2022	TW1233730809	TOTAL DUE NOW \$2,250.00

MEEK, MARGARET
125 EDWARD ST APT 3C
BUFFALO NY 14201-2131



1213-2

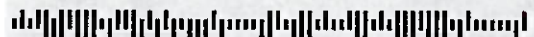
A convenience fee may be applied

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

05/18/22	AC06887	\$750.00	10-1.6 Q CMC
05/02/22	AC06705	\$750.00	10-1.6 Q CMC
06/06/22	AC07159	\$750.00	10-1.6 Q CMC

City of Clearlake
C/O Citation Processing Center
P.O. Box 11024
Newport Beach, CA 92656

Section I, Item 14.

RESULT OF
ADMINISTRATIVE REVIEW

DTQ0613A *** 7000000002 00.0001.0002 2/1
SNGLP 750 51351728



MARGARET MEEK
125 EDWARD STREET
BUFFALO NY 14201-2130

Mailing Date: 6/14/2022

Balance Due: \$500.00

Citation: AC07159

Citation Date: 6/6/2022

Case Number: CE22-0216

Results:

Violation	Disposition	Adjudication Comments
10-1.6 Q CMC :ABANDONED, ETC. VEHICLES	Upheld	

Thank you for your recent request for an Initial Review. The result of the Initial Review is as follows:

The citation has been UPHELD. You have 15 days from the date of this letter to pay the fine associated with this citation. There was sufficient evidence to issue the citation.

No evidence to support reasonable doubt that the violation did not occur at time of violation.

As an alternative within 15 days of the mailing of this notice, you may choose to request an Administrative Hearing by logging onto the website at www.CitationProcessingCenter.com and following the prompts in the `Appeal` section (left-hand column of the web page). In order to schedule an Administrative Hearing, you must pay as a deposit, the fine associated with this citation or \$1,000, whichever is less. The fine will be returned to you if the Administrative Hearing results in an `overturned` citation.

A fee waiver is available if you are unable to post the deposit due to financial hardship. You must submit a `Request for Advance Deposit Hardship Waiver` form along with the `Admin Cite Request for Administrative Hearing` form. The forms may be obtained at www.CitationProcessingCenter.com. For questions, please call CPC at 1 (800) 969-6158.

You may also obtain the forms by visiting the Clearlake Police Department lobby at 14050 Olympic Drive, Clearlake, CA.

Payment can be made by Phone: (800) 969-6158, Internet: www.CitationProcessingCenter.com, Mail: City of Clearlake, Citation Processing Center, P O Box 7275, Newport Beach, CA 92658-7275, or in Person at: Clearlake Police Department, 14050 Olympic Dr, Clearlake, CA 95422.



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CI

Section 1, Item 14.

GENERAL INFORMATION		
DATE OF VIOLATION: 10/18/2022 4:28 PM	DATE OF CITATION: 10/18/2022 4:28 PM	CASE # CE22-0216
LOCATION OF VIOLATION: 3855 MONTEREY DR	ISSUED BY: L. LAMBERT	BADGE #: 153

CITATION #: AC08023

RESPONSIBLE PARTY:
MARGARET MEEK
 125 EDWARD ST APT 3C
 BUFFALO , NY 14201-2131

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$500.00
	CORRECTION REQUIRED: Remove travel trailer which has been abandoned	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$500.00
---	-----------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC08023



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC08023
 Time: 04:28 PM

Mail Payment To:
 City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-0479

3855 MONTEREY DR

Payment Due Date: **11/08/2022**
 Amount Due: **\$500.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1235985159 1213-2

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

OFFICIAL NOTICE OF DELINQUENT ADMINISTRATIVE CITATION(S)

NOTICE DATE: 03/13/2023

AMOUNT DUE: \$2,250.00

DTB0310A *** 4000000211 211/1



MEEK, MARGARET
125 EDWARD ST APT 3C
BUFFALO NY 14201-2131

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

THIS IS YOUR SECOND AND FINAL NOTICE

IMMEDIATE PAYMENT IS REQUIRED TO PREVENT FURTHER ACTION SUCH AS NOTIFICATION TO:

- 1) The State Franchise Tax Board
- 2) Special Assessment and/or property lien
- 3) Other legal action

Pay this immediately to avoid further action. If you have questions about these citation(s), go to www.CitationProcessingCenter.com. For further assistance call (800) 969-6158.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC08023	10/18/2022 04:28 PM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	3855 MONTEREY DR	\$750.00
AC08094	11/03/2022 01:37 PM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	3855 MONTEREY DR	\$750.00
AC08163	11/28/2022 03:31 PM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	3855 MONTEREY DR	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment - Use the enclosed envelope (1213-1)

Notice Date	Notice Number	TOTAL FINE AMOUNTS
03/13/2023	TW1235985159	TOTAL DUE NOW \$2,250.00

MEEK, MARGARET
125 EDWARD ST APT 3C
BUFFALO NY 14201-2131



1213-2

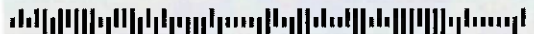
A convenience fee may be applied

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____




City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

10/18/22	AC08023	\$750.00	10-1.6 Q CMC
11/03/22	AC08094	\$750.00	10-1.6 Q CMC
11/28/22	AC08163	\$750.00	10-1.6 Q CMC

City of Clearlake
C/O Citation Processing Center
P.O. Box 11024
Newport Beach, CA 92656

**RESULT OF
ADMINISTRATIVE REVIEW**

DTQ0207A *** 4000000006 6/1 52267480

 MEEK, MARGARET
125 EDWARD ST APT 3C B
BUFFALO NY 14201-2131

Mailing Date: 2/8/2023

Balance Due: \$500.00

Citation: AC08023

Citation Date: 10/18/2022

Case Number: CE22-0216

Results:

Violation	Disposition	Adjudication Comments
10-1.6 Q CMC :ABANDONED, ETC. VEHICLES	Upheld	

Thank you for your recent request for an Initial Review. The result of the Initial Review is as follows:

The citation has been UPHELD. You have 15 days from the date of this letter to pay the fine associated with this citation. There was sufficient evidence to issue the citation.

Violator must respond by 3/1/2023. No evidence to support reasonable doubt that the violation did not occur at time of violation.

As an alternative within 15 days of the mailing of this notice, you may choose to request an Administrative Hearing by logging onto the website at www.CitationProcessingCenter.com and following the prompts in the 'Appeal' section (left-hand column of the web page). In order to schedule an Administrative Hearing, you must pay as a deposit, the fine associated with this citation or \$1,000, whichever is less. The fine will be returned to you if the Administrative Hearing results in an 'overturned' citation.

A fee waiver is available if you are unable to post the deposit due to financial hardship. You must submit a 'Request for Advance Deposit Hardship Waiver' form along with the 'Admin Cite Request for Administrative Hearing' form. The forms may be obtained at www.CitationProcessingCenter.com. For questions, please call CPC at 1 (800) 969-6158.

You may also obtain the forms by visiting the Clearlake Police Department lobby at 14050 Olympic Drive, Clearlake, CA.

Payment can be made by Phone: (800) 969-6158, Internet: www.CitationProcessingCenter.com, Mail: City of Clearlake, Citation Processing Center, P O Box 7275, Newport Beach, CA 92658-7275, or in Person at: Clearlake Police Department, 14050 Olympic Dr, Clearlake, CA 95422.



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CI

Section I, Item 14.

GENERAL INFORMATION		
DATE OF VIOLATION: 11/03/2022 1:37 PM	DATE OF CITATION: 11/03/2022 1:37 PM	CASE # CE22-0216
LOCATION OF VIOLATION: 3855 MONTEREY DR	ISSUED BY: L. LAMBERT	BADGE #: 153

CITATION #: AC08094

RESPONSIBLE PARTY:

MARGARET MEEK
 125 EDWARD ST APT 3C
 BUFFALO, NY 14201-2131

Scan QR Code to
 Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$500.00
	CORRECTION REQUIRED: Remove travel trailer which has been abandoned	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$500.00
--	----------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC08094



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC08094
 Time: 01:37 PM

Mail Payment To:
 City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-0479

3855 MONTEREY DR

Payment Due Date: **11/24/2022**
 Amount Due: \$500.00

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1235985159 1213-2

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

OFFICIAL NOTICE OF DELINQUENT ADMINISTRATIVE CITATION(S)

NOTICE DATE: 03/13/2023

AMOUNT DUE: \$2,250.00

DTB0310A *** 4000000211 211/1



MEEK, MARGARET
125 EDWARD ST APT 3C
BUFFALO NY 14201-2131

IMPORTANT	
1.	Send check or money order. NO CASH. US funds only.
2.	Print citation number on your payment.
3.	To ensure proper credit, return the bottom portion of this notice with your payment.

THIS IS YOUR SECOND AND FINAL NOTICE

IMMEDIATE PAYMENT IS REQUIRED TO PREVENT FURTHER ACTION SUCH AS NOTIFICATION TO:

- 1) The State Franchise Tax Board
- 2) Special Assessment and/or property lien
- 3) Other legal action

Pay this immediately to avoid further action. If you have questions about these citation(s), go to www.CitationProcessingCenter.com. For further assistance call (800) 969-6158.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC08023	10/18/2022 04:28 PM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	3855 MONTEREY DR	\$750.00
AC08094	11/03/2022 01:37 PM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	3855 MONTEREY DR	\$750.00
AC08163	11/28/2022 03:31 PM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	3855 MONTEREY DR	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-1)

Notice Date	Notice Number	TOTAL FINE AMOUNTS
03/13/2023	TW1235985159	TOTAL DUE NOW \$2,250.00

MEEK, MARGARET
125 EDWARD ST APT 3C
BUFFALO NY 14201-2131



A convenience fee may be applied

1213-2

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

10/18/22	AC08023	\$750.00	10-1.6 Q CMC
11/03/22	AC08094	\$750.00	10-1.6 Q CMC
11/28/22	AC08163	\$750.00	10-1.6 Q CMC

City of Clearlake
C/O Citation Processing Center
P.O. Box 11024
Newport Beach, CA 92656

**RESULT OF
ADMINISTRATIVE REVIEW**

DTQ0207A *** 4000000007 7/1 52385215



MEEK, MARGARET C
O IANELLO
125 EDWARD ST APT 3C
BUFFALO NY 14201-2131

Mailing Date: 2/8/2023

Balance Due: \$500.00

Citation: AC08094

Citation Date: 11/3/2022

Case Number: CE22-0216

Results:

Violation	Disposition	Adjudication Comments
10-1.6 Q CMC :ABANDONED, ETC. VEHICLES	Upheld	

Thank you for your recent request for an Initial Review. The result of the Initial Review is as follows:

The citation has been UPHELD. You have 15 days from the date of this letter to pay the fine associated with this citation. There was sufficient evidence to issue the citation.

Violator must respond by 3/1/2023. The evidence presented does not invalidate the citation.

As an alternative within 15 days of the mailing of this notice, you may choose to request an Administrative Hearing by logging onto the website at www.CitationProcessingCenter.com and following the prompts in the `Appeal` section (left-hand column of the web page). In order to schedule an Administrative Hearing, you must pay as a deposit, the fine associated with this citation or \$1,000, whichever is less. The fine will be returned to you if the Administrative Hearing results in an `overturned` citation.

A fee waiver is available if you are unable to post the deposit due to financial hardship. You must submit a `Request for Advance Deposit Hardship Waiver` form along with the `Admin Cite Request for Administrative Hearing` form. The forms may be obtained at www.CitationProcessingCenter.com. For questions, please call CPC at 1 (800) 969-6158.

You may also obtain the forms by visiting the Clearlake Police Department lobby at 14050 Olympic Drive, Clearlake, CA.

Payment can be made by Phone: (800) 969-6158, Internet: www.CitationProcessingCenter.com, Mail: City of Clearlake, Citation Processing Center, P O Box 7275, Newport Beach, CA 92658-7275, or in Person at: Clearlake Police Department, 14050 Olympic Dr, Clearlake, CA 95422.



City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-7275

Phone: (800) 969-6158
www.citationprocessingcenter.com

CITATION #: AC08163

RESPONSIBLE PARTY:

MARGARET MEEK
125 EDWARD ST APT 3C
BUFFALO, NY 14201-2131

ADMINISTRATIVE CITATION

Section I, Item 14.

GENERAL INFORMATION		
DATE OF VIOLATION: 11/28/2022 3:31 PM	DATE OF CITATION: 11/28/2022 3:31 PM	CASE # CE22-0216
LOCATION OF VIOLATION: 3855 MONTEREY DR	ISSUED BY: L. LAMBERT	BADGE #: 153

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$500.00
	CORRECTION REQUIRED: Remove travel trailer which has been abandoned	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$500.00
--	----------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC08163



Pay Or Appeal Online:

www.citationprocessingcenter.com

Citation #: AC08163

Time: 03:31 PM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

3855 MONTEREY DR

Payment Due Date: **12/19/2022**

Amount Due: **\$500.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

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If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1235985159 1213-2

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

OFFICIAL NOTICE OF DELINQUENT ADMINISTRATIVE CITATION(S)

NOTICE DATE: 03/13/2023

AMOUNT DUE: \$2,250.00

DTB0310A *** 4000000211 211/1



MEEK, MARGARET
125 EDWARD ST APT 3C
BUFFALO NY 14201-2131

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

THIS IS YOUR SECOND AND FINAL NOTICE

IMMEDIATE PAYMENT IS REQUIRED TO PREVENT FURTHER ACTION SUCH AS NOTIFICATION TO:

- 1) The State Franchise Tax Board
- 2) Special Assessment and/or property lien
- 3) Other legal action

Pay this immediately to avoid further action. If you have questions about these citation(s), go to www.CitationProcessingCenter.com. For further assistance call (800) 969-6158.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC08023	10/18/2022 04:28 PM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	3855 MONTEREY DR	\$750.00
AC08094	11/03/2022 01:37 PM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	3855 MONTEREY DR	\$750.00
AC08163	11/28/2022 03:31 PM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	3855 MONTEREY DR	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment - Use the enclosed envelope (1213-1)

Notice Date	Notice Number	TOTAL FINE AMOUNTS
03/13/2023	TW1235985159	TOTAL DUE NOW \$2,250.00

MEEK, MARGARET
125 EDWARD ST APT 3C
BUFFALO NY 14201-2131



1213-2

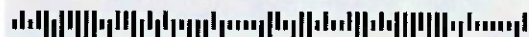
A convenience fee may be applied

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275


10/18/22	AC08023	\$750.00	10-1.6 Q CMC
11/03/22	AC08094	\$750.00	10-1.6 Q CMC
11/28/22	AC08163	\$750.00	10-1.6 Q CMC

City of Clearlake
C/O Citation Processing Center
P.O. Box 11024
Newport Beach, CA 92656

Section I, Item 14.

**RESULT OF
ADMINISTRATIVE REVIEW**

DTQ0207A *** 4000000008 8/1 52524699

 MEEK, MARGARET J
125 EDWARD ST APT 3C B
BUFFALO NY 14201-2131

Mailing Date: 2/8/2023

Balance Due: \$500.00

Citation: AC08163

Citation Date: 11/28/2022

Case Number: CE22-0216

Results:

Violation	Disposition	Adjudication Comments
10-1.6 Q CMC :ABANDONED, ETC. VEHICLES	Upheld	

Thank you for your recent request for an Initial Review. The result of the Initial Review is as follows:

The citation has been UPHELD. You have 15 days from the date of this letter to pay the fine associated with this citation. There was sufficient evidence to issue the citation.

Violator must respond by 3/1/2023. No evidence to support reasonable doubt that the violation did not occur at time of violation. The evidence presented does not invalidate the citation.

As an alternative within 15 days of the mailing of this notice, you may choose to request an Administrative Hearing by logging onto the website at www.CitationProcessingCenter.com and following the prompts in the `Appeal` section (left-hand column of the web page). In order to schedule an Administrative Hearing, you must pay as a deposit, the fine associated with this citation or \$1,000, whichever is less. The fine will be returned to you if the Administrative Hearing results in an `overturned` citation.

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You may also obtain the forms by visiting the Clearlake Police Department lobby at 14050 Olympic Drive, Clearlake, CA.

Payment can be made by Phone: (800) 969-6158, Internet: www.CitationProcessingCenter.com, Mail: City of Clearlake, Citation Processing Center, P O Box 7275, Newport Beach, CA 92658-7275, or in Person at: Clearlake Police Department, 14050 Olympic Dr, Clearlake, CA 95422.



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CI

Section I, Item 14.

CITATION #: AC08257

GENERAL INFORMATION		
DATE OF VIOLATION: 12/14/2022 9:11 AM	DATE OF CITATION: 12/19/2022 9:11 AM	CASE # CE22-0216
LOCATION OF VIOLATION: 3855 MONTEREY DR	ISSUED BY: L. LAMBERT	BADGE #: 153

RESPONSIBLE PARTY:

MARGARET MEEK
125 EDWARD ST APT 3C
BUFFALO , NY 14201-2131

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$500.00
	CORRECTION REQUIRED: Remove travel trailer which has been abandoned	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$500.00
---	-----------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC08257



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC08257
 Time: 09:11 AM

Mail Payment To:
 City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-0479

3855 MONTEREY DR

Payment Due Date: **01/09/2023**
 Amount Due: **\$500.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1235715981 1213-2

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

OFFICIAL NOTICE OF DELINQUENT ADMINISTRATIVE CITATION(S)



Scan Code
to Pay Now!

NOTICE DATE: 02/13/2023

AMOUNT DUE: \$750.00

DTB0210A *** 4000000305 305/1

IMPORTANT	
1.	Send check or money order. NO CASH. US funds only.
2.	Print citation number on your payment.
3.	To ensure proper credit, return the bottom portion of this notice with your payment.

MEEK, MARGARET
125 EDWARD ST APT 3C
BUFFALO NY 14201-2131

THIS IS YOUR SECOND AND FINAL NOTICE

IMMEDIATE PAYMENT IS REQUIRED TO PREVENT FURTHER ACTION SUCH AS NOTIFICATION TO:

- 1) The State Franchise Tax Board
- 2) Special Assessment and/or property lien
- 3) Other legal action

Pay this immediately to avoid further action. If you have questions about these citation(s), go to www.CitationProcessingCenter.com. For further assistance call (800) 969-6158.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC08257	12/19/2022 09:11 AM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	3855 MONTEREY DR	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment – Use the enclosed envelope (1213-2)

Notice Date	Notice Number	TOTAL FINE AMOUNTS
02/13/2023	TW1235715981	TOTAL DUE NOW \$750.00

MEEK, MARGARET
125 EDWARD ST APT 3C
BUFFALO NY 14201-2131



1213-2

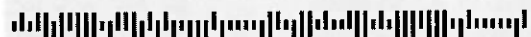
A convenience fee may be applied

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CI

Section I, Item 14.

GENERAL INFORMATION		
DATE OF VIOLATION: 01/30/2023 1:26 PM	DATE OF CITATION: 01/30/2023 1:26 PM	CASE # CE22-0216
LOCATION OF VIOLATION: 3855 MONTEREY DR	ISSUED BY: L. LAMBERT	BADGE #: 153

CITATION #: AC08361

RESPONSIBLE PARTY:

MARGARET MEEK
125 EDWARD ST APT 3C
BUFFALO , NY 14201-2131

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$500.00
	CORRECTION REQUIRED: Remove travel trailer which has been abandoned	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$500.00
---	-----------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC08361



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC08361
 Time: 01:26 PM

Mail Payment To:
 City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-0479

3855 MONTEREY DR

Payment Due Date: **02/20/2023**
 Amount Due: **\$500.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1236105379 1213-2

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

OFFICIAL NOTICE OF DELINQUENT ADMINISTRATIVE CITATION(S)



Scan Code
to Pay Now!

NOTICE DATE: 03/27/2023

AMOUNT DUE: \$750.00

DTB0324A *** 4000000236 236/1

IMPORTANT	
1.	Send check or money order. NO CASH. US funds only.
2.	Print citation number on your payment.
3.	To ensure proper credit, return the bottom portion of this notice with your payment.

MEEK, MARGARET
125 EDWARD ST APT 3C
BUFFALO NY 14201-2131

THIS IS YOUR SECOND AND FINAL NOTICE

IMMEDIATE PAYMENT IS REQUIRED TO PREVENT FURTHER ACTION SUCH AS NOTIFICATION TO:

- 1) The State Franchise Tax Board
- 2) Special Assessment and/or property lien
- 3) Other legal action

Pay this immediately to avoid further action. If you have questions about these citation(s), go to www.CitationProcessingCenter.com. For further assistance call (800) 969-6158.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC08361	01/30/2023 01:26 PM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	3855 MONTEREY DR	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment – Use the enclosed envelope (1213-2)

Notice Date	Notice Number	TOTAL FINE AMOUNTS
03/27/2023	TW1236105379	TOTAL DUE NOW \$750.00

MEEK, MARGARET
125 EDWARD ST APT 3C
BUFFALO NY 14201-2131



1213-2

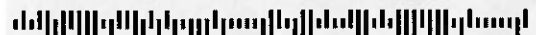
A convenience fee may be applied

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CITATION

Section 1, Item 14.

CITATION #: AC08465

RESPONSIBLE PARTY:

MARGARET MEEK
125 EDWARD ST APT 3C
BUFFALO , NY 14201-2131

GENERAL INFORMATION		
DATE OF VIOLATION: 02/20/2023 1:46 PM	DATE OF CITATION: 02/20/2023 1:46 PM	CASE # CE22-0216
LOCATION OF VIOLATION: 3855 MONTEREY DR	ISSUED BY: L. LAMBERT	BADGE #: 153

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$500.00
	CORRECTION REQUIRED: Remove travel trailer which has been abandoned	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$500.00
---	-----------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC08465



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC08465
 Time: 01:46 PM

Mail Payment To:
City of Clearlake
Citation Processing Center
PO Box 7275
Newport Beach, CA 92658-0479

3855 MONTEREY DR

Payment Due Date: **03/13/2023**

Amount Due: **\$500.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

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Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

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Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1236298647 1213-2

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

OFFICIAL NOTICE OF DELINQUENT ADMINISTRATIVE CITATION(S)



Scan Code
to Pay Now!

NOTICE DATE: 04/17/2023
AMOUNT DUE: \$750.00

DTB0414A *** 4000000264 264/1



MEEK, MARGARET
125 EDWARD ST APT 3C
BUFFALO NY 14201-2131

IMPORTANT	
1.	Send check or money order. NO CASH. US funds only.
2.	Print citation number on your payment.
3.	To ensure proper credit, return the bottom portion of this notice with your payment.

THIS IS YOUR SECOND AND FINAL NOTICE

IMMEDIATE PAYMENT IS REQUIRED TO PREVENT FURTHER ACTION SUCH AS NOTIFICATION TO:

- 1) The State Franchise Tax Board
- 2) Special Assessment and/or property lien
- 3) Other legal action

Pay this immediately to avoid further action. If you have questions about these citation(s), go to www.CitationProcessingCenter.com. For further assistance call (800) 969-6158.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC08465	02/20/2023 01:46 PM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	3855 MONTEREY DR	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment – Use the enclosed envelope (1213-2)

Notice Date	Notice Number	TOTAL FINE AMOUNTS
04/17/2023	TW1236298647	TOTAL DUE NOW \$750.00

MEEK, MARGARET
125 EDWARD ST APT 3C
BUFFALO NY 14201-2131



1213-2

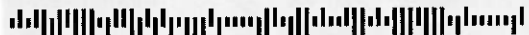
A convenience fee may be applied

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CITATION

Section I, Item 14.

CITATION #: AC08597

GENERAL INFORMATION		
DATE OF VIOLATION: 03/22/2023 3:19 PM	DATE OF CITATION: 03/23/2023 3:19 PM	CASE # CE22-0216
LOCATION OF VIOLATION: 3855 MONTEREY DR	ISSUED BY: L. LAMBERT	BADGE #: 153

RESPONSIBLE PARTY:
MARGARET MEEK
125 EDWARD ST APT 3C
BUFFALO, NY 14201-2131

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$500.00
	CORRECTION REQUIRED: Remove travel trailer which has been abandoned	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$500.00
---	-----------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC08597



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC08597
 Time: 03:19 PM

Mail Payment To:
 City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-0479

3855 MONTEREY DR

Payment Due Date: **04/13/2023**
 Amount Due: **\$500.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

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How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

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Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1236602260 1213-2

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

OFFICIAL NOTICE OF DELINQUENT ADMINISTRATIVE CITATION(S)

NOTICE DATE: 05/18/2023

AMOUNT DUE: \$750.00

DTB0517A *** 4000000207 207/1



MEEK, MARGARET
125 EDWARD ST APT 3C
BUFFALO NY 14201-2131

IMPORTANT	
1.	Send check or money order. NO CASH. US funds only.
2.	Print citation number on your payment.
3.	To ensure proper credit, return the bottom portion of this notice with your payment.

THIS IS YOUR SECOND AND FINAL NOTICE

IMMEDIATE PAYMENT IS REQUIRED TO PREVENT FURTHER ACTION SUCH AS NOTIFICATION TO:

- 1) The State Franchise Tax Board
- 2) Special Assessment and/or property lien
- 3) Other legal action

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Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC08597	03/23/2023 03:19 PM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	3855 MONTEREY DR	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment – Use the enclosed envelope (1213-2)

Notice Date	Notice Number	TOTAL FINE AMOUNTS
05/18/2023	TW1236602260	TOTAL DUE NOW \$750.00

MEEK, MARGARET
125 EDWARD ST APT 3C
BUFFALO NY 14201-2131



1213-2

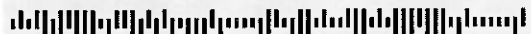
A convenience fee may be applied

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CITATION

Section 1, Item 14.

CITATION #: AC08904

GENERAL INFORMATION		
DATE OF VIOLATION: 05/02/2023 2:09 PM	DATE OF CITATION: 05/02/2023 2:09 PM	CASE # CE22-0216
LOCATION OF VIOLATION: 3855 MONTEREY DR	ISSUED BY: L. LAMBERT	BADGE #: 153

RESPONSIBLE PARTY:
MARGARET MEEK
125 EDWARD ST APT 3C
BUFFALO , NY 14201-2131

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$500.00
	CORRECTION REQUIRED: Remove travel trailer which has been abandoned	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$500.00
---	-----------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC08904



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC08904
 Time: 02:09 PM

Mail Payment To:
 City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-0479

3855 MONTEREY DR

Payment Due Date: **05/23/2023**

Amount Due: **\$500.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1236964908 1213-2

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
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DTB0626A *** 4000000588 588/1
AUTO MIXED AADC 926

OFFICIAL NOTICE OF DELINQUENT ADMINISTRATIVE CITATION(S)

NOTICE DATE: 06/27/2023

AMOUNT DUE: \$750.00

IMPORTANT	
1.	Send check or money order. NO CASH. US funds only.
2.	Print citation number on your payment.
3.	To ensure proper credit, return the bottom portion of this notice with your payment.

MEEK, MARGARET
125 EDWARD ST APT 3C
BUFFALO NY 14201-2131

THIS IS YOUR SECOND AND FINAL NOTICE

IMMEDIATE PAYMENT IS REQUIRED TO PREVENT FURTHER ACTION SUCH AS NOTIFICATION TO:

- 1) The State Franchise Tax Board
- 2) Special Assessment and/or property lien
- 3) Other legal action

Pay this immediately to avoid further action. If you have questions about these citation(s), go to www.CitationProcessingCenter.com. For further assistance call (800) 969-6158.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC08904	05/02/2023 02:09 PM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	3855 MONTEREY DR	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment -- Use the enclosed envelope (1213-2)

Notice Date	Notice Number	TOTAL FINE AMOUNTS
06/27/2023	TW1236964908	TOTAL DUE NOW \$750.00

MEEK, MARGARET
125 EDWARD ST APT 3C
BUFFALO NY 14201-2131



1213-2

A convenience fee may be applied

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CITATION

Section 1, Item 14.

CITATION #: AC09316

RESPONSIBLE PARTY:

MARGARET MEEK
125 EDWARD ST APT 3C
BUFFALO , NY 14201-2131

GENERAL INFORMATION		
DATE OF VIOLATION: 06/05/2023 3:11 PM	DATE OF CITATION: 06/05/2023 3:11 PM	CASE # CE22-0216
LOCATION OF VIOLATION: 3855 MONTEREY DR	ISSUED BY: L. LAMBERT	BADGE #: 153

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
10-1.6 Q CMC	VIOLATION DESCRIPTION: ABANDONED, ETC. VEHICLES	\$500.00
	CORRECTION REQUIRED: Remove travel trailer which has been abandoned	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$500.00
---	-----------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC09316



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC09316
 Time: 03:11 PM

Mail Payment To:
 City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-0479

3855 MONTEREY DR

Payment Due Date: **06/26/2023**

Amount Due: **\$500.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1237319717 1213-2

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
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DTB0728C *** 4000000405 405/1
MIXED AADC 926

OFFICIAL NOTICE OF DELINQUENT ADMINISTRATIVE CITATION(S)

NOTICE DATE: 07/31/2023

AMOUNT DUE: \$750.00

IMPORTANT	
1.	Send check or money order. NO CASH. US funds only.
2.	Print citation number on your payment.
3.	To ensure proper credit, return the bottom portion of this notice with your payment.

MEEK, MARGARET
125 EDWARD ST APT 3C
BUFFALO NY 14201-2131

THIS IS YOUR SECOND AND FINAL NOTICE

IMMEDIATE PAYMENT IS REQUIRED TO PREVENT FURTHER ACTION SUCH AS NOTIFICATION TO:

- 1) The State Franchise Tax Board
- 2) Special Assessment and/or property lien
- 3) Other legal action

Pay this immediately to avoid further action. If you have questions about these citation(s), go to www.CitationProcessingCenter.com. For further assistance call (800) 969-6158.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC09316	06/05/2023 03:11 PM	10-1.6 Q CMC, ABANDONED, ETC. VEHICLES	3855 MONTEREY DR	\$750.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment – Use the enclosed envelope (1213-2)

Notice Date	Notice Number	TOTAL FINE AMOUNTS
07/31/2023	TW1237319717	TOTAL DUE NOW \$750.00

MEEK, MARGARET
125 EDWARD ST APT 3C
BUFFALO NY 14201-2131



1213-2

A convenience fee may be applied

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CITATION

Section 1, Item 14.

CITATION #: AC09754

GENERAL INFORMATION		
DATE OF VIOLATION: 06/28/2023 3:14 PM	DATE OF CITATION: 06/28/2023 3:14 PM	CASE # CE22-0216
LOCATION OF VIOLATION: 3855 MONTEREY DR	ISSUED BY: L. LAMBERT	BADGE #: 153

RESPONSIBLE PARTY:
MARGARET MEEK
125 EDWARD ST APT 3C
BUFFALO , NY 14201-

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
18-20.030 CMC	VIOLATION DESCRIPTION: OCCUPANCY OF VEHICLE, TRAILER OR RV	\$100.00
	CORRECTION REQUIRED: Immediately vacate travel trailer and remove from vacant parcel	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$100.00
---	-----------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: AC09754



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC09754
 Time: 03:14 PM

Mail Payment To:
 City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-0479

3855 MONTEREY DR
 Payment Due Date: **07/19/2023**
 Amount Due: **\$100.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

When paying by mail, payment must be made with personal check, cashier's check or money order. Make all payments payable to the City of Clearlake. Include the citation # on your payment instrument. Cash is only accepted at the Police Department during regular business hours.

Hardship Waiver: A hardship waiver for a fine reduction may be requested no later than fourteen (14) calendar days after the Administrative Violation is served. This Responsible Party is required to make a showing that they have made a bona fide effort to comply after the first violation and that payment of the full amount would impose an undue financial burden on them. The head of the Issuing Department or their designee is charged with reviewing fine reduction requests. Any Responsible Party receiving a fee reduction pursuant to this paragraph retains the right to appeal the Administrative Violation.

Failure to Pay: The failure to pay the fine(s) assessed by the Administrative Citation by the due date will result in the imposition of a late fees and penalties. Failure to pay may also result in other actions such as the filing of a claim in Small Claims Court, collections, reporting to the State of California Franchise Tax Board, the filing of a charges in Superior Court, recording of a property lien or any other legal remedy that the City has to collect the outstanding fines(s) owed.

How to Appeal: You may appeal this Administrative Citation by filing a request for Initial Review within twenty-one (21) calendar days from the issuance date of the citation. An advance deposit of the fine is NOT required for an Initial Review. An appeal shall be submitted in writing and mailed to the address above. An appeal may alternatively be submitted online at www.CitationProcessingCenter.com. The appeal must include a detailed written explanation of all grounds for the appeal. Failure to file a timely appeal shall waive your right to a hearing and you will be deemed to have failed to exhaust your administrative remedies.

If a citation is upheld following an Initial Review, you may request an Administrative Hearing following the instructions in the Result of Initial Review. You will be required to deposit the full amount of the Administrative Citation with the City, up to \$1,000.

Advance Deposit Hardship Waiver: If you are financially unable to make an advance deposit of the fine as required for an Administrative Hearing, you may file a request for an Advance Deposit Hardship Waiver. You will be required to submit supporting documentation.

Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1237567670 1213-2

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
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DTB0821A *** 4000000684 684/1
AUTO MIXED AADC 926

OFFICIAL NOTICE OF DELINQUENT ADMINISTRATIVE CITATION(S)

NOTICE DATE: 08/22/2023

AMOUNT DUE: \$150.00

IMPORTANT	
1.	Send check or money order. NO CASH. US funds only.
2.	Print citation number on your payment.
3.	To ensure proper credit, return the bottom portion of this notice with your payment.

MEEK, MARGARET
125 EDWARD ST APT 3C
BUFFALO NY 14201-2131

THIS IS YOUR SECOND AND FINAL NOTICE

IMMEDIATE PAYMENT IS REQUIRED TO PREVENT FURTHER ACTION SUCH AS NOTIFICATION TO:

- 1) The State Franchise Tax Board
- 2) Special Assessment and/or property lien
- 3) Other legal action

Pay this immediately to avoid further action. If you have questions about these citation(s), go to www.CitationProcessingCenter.com. For further assistance call (800) 969-6158.

If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC09754	06/28/2023 03:14 PM	18.20.030, VEHICLE AS DWELLING	3855 MONTEREY DR	\$150.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment – Use the enclosed envelope (1213-2)

Notice Date	Notice Number	TOTAL FINE AMOUNTS
08/22/2023	TW1237567670	TOTAL DUE NOW \$150.00

MEEK, MARGARET
125 EDWARD ST APT 3C
BUFFALO NY 14201-2131



1213-2

A convenience fee may be applied

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____



City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-7275

Phone: (800) 969-6158
 www.citationprocessingcenter.com

ADMINISTRATIVE CITATION

Section 1, Item 14.

GENERAL INFORMATION		
DATE OF VIOLATION: 07/17/2023 2:40 PM	DATE OF CITATION: 07/18/2023 2:40 PM	CASE # CE22-0216
LOCATION OF VIOLATION: 3855 MONTEREY DR	ISSUED BY: L. LAMBERT	BADGE #: 153

CITATION #: **AC10018**

RESPONSIBLE PARTY:
MARGARET MEEK
125 EDWARD ST APT 3C
BUFFALO , NY 14201-

Scan QR Code to
Pay or Appeal



AN INSPECTION OF THE PROPERTY FOR WHICH YOU ARE RESPONSIBLE HAS IDENTIFIED THE FOLLOWING VIOLATIONS:

CODE SECTION VIOLATED	VIOLATION DESCRIPTION / CORRECTION REQUIRED	FINE AMOUNT
8-6.4(a) CMC	VIOLATION DESCRIPTION: PARK/STORAGE OF VEHICLES ON UNIMPROVED PARCEL	\$50.00
	CORRECTION REQUIRED: Remove travel trailer form property	

TOTAL FINE AMOUNT DUE FOR THIS CITATION:	\$50.00
---	----------------

Cut at dashed line and return the portion below with your payment.

DO NOT SEND CASH. CHECK OR MONEY ORDERS ONLY.

CITATION #: **AC10018**



Pay Or Appeal Online:
www.citationprocessingcenter.com
 Citation #: AC10018
 Time: 02:40 PM

Mail Payment To:
 City of Clearlake
 Citation Processing Center
 PO Box 7275
 Newport Beach, CA 92658-0479

3855 MONTEREY DR

Payment Due Date: **08/08/2023**

Amount Due: **\$50.00**

**CITY OF CLEARLAKE
ADMINISTRATIVE CITATION**

Order: You are ordered to immediately cease violating the City Code section(s) listed on page 1 of this Administrative Citation. EACH AND EVERY DAY A VIOLATION CONTINUES IS A NEW AND SEPARATE OFFENSE.

Fine Payment: You must pay the fine amount within 21 calendar days from the Date Issued. Payment may be made by Internet, mail, phone or in-person.

Phone: (800) 969-6158

Internet: www.CitationProcessingCenter.com

Mail: City of Clearlake, Citation Processing Center
PO Box 7275, Newport Beach, CA 92658-7275

In Person: Clearlake Police Department
14050 Olympic Dr, Clearlake, CA 95422

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Right to Judicial Review: You may appeal a final Administrative Decision of a Hearing Officer on an Administrative Citation by filing a petition for review with the Superior Court in Lake County in accordance within the timelines and provisions set forth in the California Government Code Section 53069.4.



1237804462 1213-2

Section I, Item 14.

City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275



Scan Code
to Pay Now!

DTB0911A *** 4000000717 717/1
AUTO MIXED AADC 926

OFFICIAL NOTICE OF DELINQUENT ADMINISTRATIVE CITATION(S)

NOTICE DATE: 09/12/2023

AMOUNT DUE: \$75.00

IMPORTANT

1. Send check or money order. **NO CASH.** US funds only.
2. Print citation number on your payment.
3. To ensure proper credit, return the bottom portion of this notice with your payment.

THIS IS YOUR SECOND AND FINAL NOTICE

IMMEDIATE PAYMENT IS REQUIRED TO PREVENT FURTHER ACTION SUCH AS NOTIFICATION TO:

- 1) The State Franchise Tax Board
- 2) Special Assessment and/or property lien
- 3) Other legal action

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If you are the recipient of this notice and you have already made a payment it is possible your payment was received late and you owe a penalty. Please contact the Citation Processing Center at 1-800-969-6158 or via the web at www.CitationProcessingCenter.com for more information.

Citation #	Date & Time Issued	Description of Violation	Location	Amount
AC10018	07/18/2023 02:40 PM	8-6.4(a), PARK/STORAGE VEH. ON UNIMPROVED PARCEL	3855 MONTEREY DR	\$75.00

(If paid, return copy (Front & Back) of canceled check, money order, or receipt)
Please return this portion with your payment – Use the enclosed envelope (1213-2)

Notice Date	Notice Number	TOTAL FINE AMOUNTS
09/12/2023	TW1237804462	TOTAL DUE NOW \$75.00

MEEK, MARGARET
125 EDWARD ST APT 3C
BUFFALO NY 14201-2131



A convenience fee may be applied

1213-2

DO NOT SEND CASH. WRITE CITATION # ON PMT
MAKE CHECK OR MONEY ORDER PAYABLE TO:

Visa Master Card Discover American Express

Number _____ Exp. _____ Zip Code: _____

Signature _____ Phone _____




City of Clearlake
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

CLEARLAKE POLICE DEPARTMENT

Section 1, Item 14.

- NOTICE OF PARKING VIOLATION
- NOTICE OF REGISTRATION VIOLATION
- NOTICE OF MECHANICAL VIOLATION

CL07788

DATE 8/3/23	TIME 9:51	<input checked="" type="checkbox"/> AM <input type="checkbox"/> PM	CASE NUMBER CG22-0216
MAKE ARISTOCRAT	MODEL TRAVEL TRUNK	COLOR GREEN	
EXP. DATE 2/24	STATE CA	LAST 4 OF VIN _____	
LICENSE NUMBER OR VIN NUMBER FK6489			
LOCATION OF VIOLATION 3855 MONTEREY DR.			
SECTION VIOLATED AND DESCRIPTION OF VIOLATION			
SECTION: 8-6.4 (A) CMC			
DESCRIPTION: PARKED ON VACANT LOT			
<input type="checkbox"/> CORRECTABLE VIOLATION PER 40610(B) VC - SEE INSTRUCTIONS BELOW.			
PENALTY AMOUNT \$ 50			
ISSUING OFFICER 			I.D. # 153

NOTICE: You are in violation of a law regulating registration, mechanical or parking of motor vehicles as indicated. You must respond to this citation within 21 calendar days of issuance.

TO PAY, APPEAL OR INQUIRE ON YOUR CITATION

By Internet: www.CitationProcessingCenter.com

By Mail: CITY OF CLEARLAKE, CITATION PROCESSING CENTER

P.O. BOX 10479, NEWPORT BEACH, CA 92658-0479

DO NOT SEND CASH.

By Telephone: 800-989-2058

TO CONTEST YOUR CITATION

Pursuant to California Vehicle Code Section 40215, you may contest the citation within 21 calendar days of issuance by submitting a written appeal online at www.CitationProcessingCenter.com or mailing your appeal with any supporting information to the address above. Submitted documents will not be returned.

CORRECTABLE VIOLATIONS (LICENSE PLATE, REGISTRATION/TAB, AND MECHANICAL VIOLATIONS)

The fine for license plate, registration and mechanical violations of the California Vehicle Code will be reduced to \$10.00 if validation and payment are received within 21 calendar days of issuance. The CERTIFICATE OF CORRECTION section below must be completed by a police agency or DMV authorized representative and submitted with your payment. A photocopy of your registration is not sufficient proof of correction.

INDIGENT PERSON PAYMENT PLAN

Within 60 days of issuance, this citation may qualify for a payment plan and waiver of late fees and penalties. Registered owners may apply for indigency determination. For more information, go to the web address or call the number above.

PROOF OF CORRECTION				
SECTION VIOLATED	AUTHORIZED SIGNATURE	I.D. NO.	AGENCY	DATE

WARNING

Failure to pay the penalty or contest this citation within twenty-one (21) calendar days of issuance will cause a PENALTY INCREASE ADDED TO THE ORIGINAL FINE and notification to the Department of Motor Vehicles to REFUSE REGISTRATION of the vehicle until the penalty is paid (4760 VC). When any vehicle registered in California or a foreign jurisdiction is found on a highway or off-street parking facility, and that vehicle has five (5) or more unpaid parking citations, the VEHICLE MAY BE IMPOUNDED OR REPOSITED (40265A (4)(1) VC).

CLEARLAKE POLICE DEPARTMENT

Section I, Item 14.

- NOTICE OF PARKING VIOLATION
- NOTICE OF REGISTRATION VIOLATION
- NOTICE OF MECHANICAL VIOLATION

CL 11465

DATE 9/7/23	TIME 10:36	<input checked="" type="checkbox"/> AM <input type="checkbox"/> PM	CASE NUMBER CE22-0216
MAKE ARISTOCRAT	MODEL TRUCK	COLOR TRUCK GREEN	
EXP. DATE 2/24	STATE CA	LAST 4 OF VIN 1911	
LICENSE NUMBER OR VIN NUMBER 5855 MONTAGNY DR F166489			
LOCATION OF VIOLATION 3855 MONTAGNY DR			
SECTION VIOLATED AND DESCRIPTION OF VIOLATION			
SECTION: 8-6.4(A) CMC			
DESCRIPTION: PARKED ON VALET LOT			
<input type="checkbox"/> CORRECTABLE VIOLATION PER 40610(B) VC - SEE INSTRUCTIONS BELOW*			
PENALTY AMOUNT \$ 50			
ISSUING OFFICER <i>[Signature]</i>			I.D. # 153

NOTICE: You are in violation of a law regulating registration, mechanical or parking of motor vehicles as indicated. You must respond to this citation within 21 calendar days of issuance.

TO PAY, APPEAL OR INQUIRE ON YOUR CITATION

By Internet: www.CitationProcessingCenter.com

By Mail: CITY OF CLEARLAKE, CITATION PROCESSING CENTER
P.O. BOX 10479, NEWPORT BEACH, CA 92658-0479

DO NOT SEND CASH.

By Telephone: 800-989-2058

TO CONTEST YOUR CITATION

Pursuant to California Vehicle Code Section 40215, you may contest the citation within 21 calendar days of issuance by submitting a written appeal online at www.CitationProcessingCenter.com or mailing your appeal with any supporting information to the address above. Submitted documents will not be returned.

CORRECTABLE VIOLATIONS (LICENSE PLATE, REGISTRATION/TAB, AND MECHANICAL VIOLATIONS)

The fine for license plate, registration and mechanical violations of the California Vehicle Code will be reduced to \$10.00 if validation and payment are received within 21 calendar days of issuance. The CERTIFICATE OF CORRECTION section below must be completed by a police agency or DMV authorized representative and submitted with your payment. A photocopy of your registration is not sufficient proof of correction.

INDIGENT PERSON PAYMENT PLAN

Within 60 days of issuance, this citation may qualify for a payment plan and waiver of late fees and penalties. Registered owners may apply for indigency determination. For more information, go to the web address or call the number above.

PROOF OF CORRECTION				
SECTION VIOLATED	AUTHORIZED SIGNATURE	I.D. NO.	AGENCY	DATE

WARNING

Failure to pay the penalty or contest this citation within twenty-one (21) calendar days of issuance will cause a PENALTY INCREASE ADDED TO THE ORIGINAL FINE and notification to the Department of Motor Vehicles to REFUSE REGISTRATION of the vehicle until the penalty is paid (4760 VC). When any vehicle registered in California or a foreign jurisdiction is found on a highway or off-street parking facility, and that vehicle has five (5)

CLEARLAKE POLICE DEPARTMENT

Section I, Item 14.

- NOTICE OF PARKING VIOLATION
- NOTICE OF REGISTRATION VIOLATION
- NOTICE OF MECHANICAL VIOLATION

CL 11478

DATE 1/8/24	TIME 1:51	<input type="checkbox"/> AM <input checked="" type="checkbox"/> PM	CASE NUMBER CG22-0216
MAKE AUSTON	MODEL TRUCK TRAILER	COLOR GREEN	
EXP. DATE 2/24	STATE CA	LAST OF VIN 911	
LICENSE NUMBER OR VIN NUMBER FK6489			
LOCATION OF VIOLATION 3855 MONROE DR.			
SECTION VIOLATED AND DESCRIPTION OF VIOLATION			
SECTION: 8-6.4(A) CMC			
DESCRIPTION: PARKED ON VAULT LOT			
<input type="checkbox"/> CORRECTABLE VIOLATION PER 40610(B) VC - SEE INSTRUCTIONS BELOW			
PENALTY AMOUNT \$ 50			
ISSUING OFFICER 			ID # 153

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PROOF OF CORRECTION				
SECTION VIOLATED	AUTHORIZED SIGNATURE	ID NO	AGENCY	DATE

WARNING

Failure to pay the penalty or contest this citation within twenty-one (21) calendar days of issuance will cause a PENALTY INCREASE ADDED TO THE ORIGINAL FINE and notification to the Department of Motor Vehicles to REFUSE REGISTRATION of the vehicle until the penalty is paid (4760 VC). When any vehicle registered in California or a foreign jurisdiction is found on a highway or off-street parking facility, and that vehicle has five (5) or more unpaid parking citations, the VEHICLE MAY BE IMPOUNDED OR BOULEVARD (22654.4 VC).

CITY OF CLEARLAKE

City Council



STAFF REPORT	
SUBJECT: Adoption of the City of Clearlake’s Budget for Fiscal Year 2024-25	MEETING DATE: June 20, 2024
SUBMITTED BY: Kathy Wells, Finance Director Alan D. Flora, City Manager	
PURPOSE OF REPORT: <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The June 20, 2024 City Council meeting will include a Budget Workshop at 5:00 p.m. and a public hearing during the regular meeting for the:

- FY 2024-25 Proposed Budget
- FY 2024-25 Gann/Appropriations Limit
- FY 2024-25 Fee Schedule

If the Council has no significant changes to the budget, all could be adopted on June 20th. Alternatively, the Council can provide other direction to staff, and the Public Hearing can be continued to a date before July 1st to reconsider adoption once the directed changes are made.

BACKGROUND/DISCUSSION:

Further detail on the financial and policy implications of the FY 2024-25 Budget are included within the Proposed Budget and will be explained at the Budget Workshop on June 20th at 5:00 p.m. The proposed Budget can be accessed through the City’s website on the Finance Department webpage at <https://www.clearlake.ca.us/175/Finance> or directly through the City’s OpenGov Budget portal at <https://stories.opengov.com/clearlake/published/ MSDQ4N40>

OPTIONS:

1. Move to adopt Resolution No. 2024-30
2. Other direction

FISCAL IMPACT:

None \$ Budgeted Item? Yes No

Budget Adjustment Needed? Yes No If yes, amount of appropriation increase: \$

Affected fund(s): General Fund Measure P Fund Measure V Fund Other: All Funds

Comments:

STRATEGIC PLAN IMPACT:

- Goal #1: Make Clearlake a Visibly Cleaner City
- Goal #2: Make Clearlake a Statistically Safer City
- Goal #3: Improve the Quality of Life in Clearlake with Improved Public Facilities
- Goal #4: Improve the Image of Clearlake
- Goal #5: Ensure Fiscal Sustainability of City
- Goal #6: Update Policies and Procedures to Current Government Standards
- Goal #7: Support Economic Development

SUGGESTED MOTIONS:

Move to adopt Resolution No. 2024-30, Adopting the City of Clearlake FY 2024-25 Budget

- Attachments:**
 - 1) Resolution No. 2024-30
 - 2) Proposed FY 2024-25 Salary Schedule

CITY OF CLEARLAKE

RESOLUTION NO. 2024-30

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLEARLAKE
ADOPTING THE CITY OF CLEARLAKE FY 2024-25 BUDGET**

WHEREAS, it is the practice of the city of Clearlake to adopt a budget for the following fiscal year by June 30 of every year; and

WHEREAS, the City Council of the City of Clearlake reviewed the FY 2024-25 Proposed Budget at a Noticed Public Hearing of the City Council meeting on June 20, 2024, received input from the public;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Clearlake that the documents entitled “City of Clearlake FY 2024-25 Proposed Budget” are adopted,

PASSED AND ADOPTED this 20th day of June, 2024, by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

ATTEST:

City Clerk

Mayor, City of Clearlake

CITY OF CLEARLAKE

City Council



STAFF REPORT	
SUBJECT: Adoption of Appropriations Limit (Gann Limit) for Fiscal Year 2024-25 and designating the formula to be used for calculation of same, Resolution No. 2024-31	MEETING DATE: June 20, 2024
SUBMITTED BY: Kathy Wells, Finance Director	
PURPOSE OF REPORT: <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

Annual adoption of appropriations limit as required by state law.

BACKGROUND/DISCUSSION:

It is necessary for the City Council to approve the attached Resolution Adopting an Appropriations Limit for each fiscal year, in compliance with Proposition 4 (Gann Limit). The City is well under the calculated appropriations limit and has the capacity to significantly increase the size of the budget, should that become necessary, or possible, at some future time.

The resolution, appropriations limit calculation (Schedule A), and reference material from the Department of Finance are attached here.

OPTIONS:

- 1. Move to adopt Resolution No. 2024-31
- 2. Other direction

FISCAL IMPACT:

None \$0 Budgeted Item? Yes No

Budget Adjustment Needed? Yes No If yes, amount of appropriation increase: \$

Affected fund(s): General Fund Measure P Fund Measure V Fund Other: All Funds

Comments:

STRATEGIC PLAN IMPACT:

- Goal #1: Make Clearlake a Visibly Cleaner City
- Goal #2: Make Clearlake a Statistically Safer City
- Goal #3: Improve the Quality of Life in Clearlake with Improved Public Facilities

- Goal #4: Improve the Image of Clearlake
- Goal #5: Ensure Fiscal Sustainability of City
- Goal #6: Update Policies and Procedures to Current Government Standards
- Goal #7: Support Economic Development

SUGGESTED MOTIONS:

Move to adopt Resolution No. 2024-31.

- Attachments:**
 - 1) Resolution No. 2024-31
 - 2) Gann Limit Schedule, with supporting reference material

April 30, 2024

Dear Fiscal Officer:

Price Factor and Population Information

Appropriations Limit

California Revenue and Taxation Code section 2227 requires the Department of Finance to transmit an estimate of the percentage change in population to local governments. Each local jurisdiction must use their percentage change in population factor for January 1, 2024, in conjunction with a change in the cost of living, or price factor, to calculate their appropriations limit for fiscal year 2024-25. Attachment A provides the change in California's per capita personal income and an example for utilizing the factors to calculate the 2024-25 appropriations limit. Attachment B provides the city and unincorporated county population percentage change. Attachment C provides the population percentage change for counties and their summed incorporated areas. The population percentage change data excludes federal and state institutionalized populations and military populations.

Population Percent Change for Special Districts

Some special districts must establish an annual appropriations limit. [California Revenue and Taxation Code section 2228](#) provides additional information regarding the appropriations limit. [Article XIII B, section 9\(C\) of the California Constitution](#) exempts certain special districts from the appropriations limit calculation mandate. Special districts required by law to calculate their appropriations limit must present the calculation as part of their annual audit. Any questions special districts have on this requirement should be directed to their county, district legal counsel, or the law itself. No state agency reviews the local appropriations limits.

Population Certification

The population certification program applies only to cities and counties. California Revenue and Taxation Code section 11005.6 mandates Finance to automatically certify any population estimate that exceeds the current certified population with the State Controller's Office. **Finance will certify the higher estimate to the State Controller by June 1, 2024.** Please note: The prior year's city population estimates may be revised. The per capita personal income change is based on historical data.

If you have any questions regarding this data, please contact the Demographic Research Unit at (916) 323-4086.

/s Richard Gillihan

RICHARD GILLIHAN
Chief Operating Officer

Attachment

- A. **Price Factor:** Article XIII B specifies that local jurisdictions select their cost of living factor to compute their appropriation limit by a vote of their governing body. The cost of living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the fiscal year 2024-25 appropriation limit is:

Per Capita Personal Income

Fiscal Year (FY)	Percentage change over prior year
2024-25	3.62

- B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2024-25 appropriation limit.

2024-25:

Per Capita Cost of Living Change = 3.62 percent
 Population Change = 0.17 percent

Per Capita Cost of Living converted to a ratio: $\frac{3.62 + 100}{100} = 1.0362$

Population converted to a ratio: $\frac{0.17 + 100}{100} = 1.0017$

Calculation of factor for FY 2024-25: $1.0362 \times 1.0017 = 1.0379$

Fiscal Year 2024-25

Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2023 to January 1, 2024 and Total Population, January 1, 2024

County City	<u>Percent Change</u>	<u>--- Population Minus Exclusions ---</u>		<u>Total Population</u>
	23-24	1-1-23	1-1-24	1-1-24
Lake				
Clearlake	1.14	16,367	16,553	16,553
Lakeport	0.12	4,976	4,982	4,982
Unincorporated	0.27	45,276	45,398	45,466
County Total	0.47	66,619	66,933	67,001

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

City of Clearlake

APPROPRIATIONS LIMIT CALCULATION

SCHEDULE A

CALCULATION OF FY 2024-25 APPROPRIATIONS LIMIT:

FY 2023-24 APPROPRIATIONS LIMIT **10,294,448**

Change in City of Clearlake Population (1/1/23 TO 1/1/24) 1.1400

Change in California Per Capita Personal Income 3.6200

Combined Population/Income Factor **1.0480**

PROPOSED APPROPRIATIONS LIMIT FOR FY 2024-25:

(Prior Year Appropriations Limit multiplied by Combined Population/Income Factor) **10,788,712**

CALCULATION OF APPROPRIATIONS SUBJECT TO LIMIT:

PROPOSED FY 2024-25 PROCEEDS OF TAXES

GENERAL FUND TAXES 5,367,000

MEASURE P TAXES 1,312,000

MEASURE V TAXES 2,638,000

TOTAL CITY OF CLEARLAKE APPROPRIATIONS SUBJECT TO LIMIT **9,317,000**

COMPARISON OF FY APPROPRIATIONS LIMIT & APPROPRIATIONS SUBJECT TO LIMIT

PROPOSED APPROPRIATIONS LIMIT FOR FY 2024-25 10,788,712

LESS: FY 2024-25 APPROPRIATIONS SUBJECT TO LIMIT 9,317,000

REMAINING APPROPRIATIONS CAPACITY **1,471,712**

**CITY OF CLEARLAKE
RESOLUTION NO. 2024-31**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLEARLAKE
ADOPTING THE APPROPRIATIONS LIMIT FOR FY 2024-25 AND
DESIGNATING THE FORMULA TO BE USED FOR CALCULATION OF SAME**

WHEREAS, Article XIII B of the State Constitution requires that each Public Agency, including the City of Clearlake, adopt an appropriation limit for each fiscal year (FY); and

WHEREAS, pursuant to a 1990 amendment to the laws governing appropriation limits, authorizing and requiring public agencies to select a formula each fiscal year for the calculation of said limit; and

WHEREAS, allowable formulas for the calculation of said limit are:

- a. City population increase and the January 1, California per capita income index as provided by the California Department of Finance; or
- b. County population increase and the January 1, California per capita income index as provided by the California Department of Finance; or
- c. City population increase and increase in non-residential assessed valuation; or
- d. County population increase and increase in non-residential assessed valuation.

WHEREAS, the City of Clearlake has been unable to perform fiscal analysis of calculation formula c and d, as set forth herein, as the appropriate breakdown of assessed valuation figures are not available to the City at this time.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Clearlake that the formula will be selected as follows:

Section 1. Formula for Calculating: The FY 2024-2025 Appropriation Limit for the City of Clearlake shall be calculated using the percent change in population of the City of Clearlake from January 1, 2023 to January 1, 2024 (1.14%) and the FY 2024-25 California per capita income price index as provided by the California Department of Finance in April, 2024 (3.62%).

Section 2. Appropriation Limit: The FY 2024-25 Appropriation Limit is hereby set at \$10,788,712, as calculated on attached Schedule A.

Section 3. Selection of Option for Calculation: The City Council of the City of Clearlake hereby reserves the right to amend its selection of the FY 2024-25 calculation formula, subsequent to future availability of the necessary information and financial analysis of calculation formula “c” and “d” as set forth herein.

PASSED AND ADOPTED on this 20th day of June, 2024 by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

Mayor, City of Clearlake

ATTEST:

City Clerk, City of Clearlake

CITY OF CLEARLAKE

City Council



STAFF REPORT	
SUBJECT: Adoption of the resolution approving the Fiscal Year 2024-25 Fee Schedule; Resolution No. 2024-32	MEETING DATE: June 20, 2024
SUBMITTED BY: Kathy Wells, Finance Director	
PURPOSE OF REPORT: <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to review and consider adopting by resolution the FY 2024-25 Fee Schedule by Public Hearing.

BACKGROUND/DISCUSSION:

Th City reviews and asks Council to approve updates to the fee schedule annually. Two changes are noted in red on the Proposed City of Clearlake Fee Schedule. Both Fees are pass through fees the City collects from permit applicants. The fees are then paid by the City on behalf of the applicant.

The City Planning department acts as the lead agency filing a variety of documents with the County of Lake and filing CEQA documents with The Department of Fish and Wildlife. Both agencies charge fees associated with the filings. The City is adding the fees onto our fee schedule at the rate these agencies charge. The City provides this service to businesses and individuals to expediated filing time and maintain compliance as the lead agency.

FISCAL IMPACT:

None Amount Budgeted Item? Yes No

Budget Adjustment Needed? Yes No

Affected fund(s): General Fund Measure P Fund Measure V Fund Other:

Comments:

STRATEGIC PLAN IMPACT:

- Goal #1: Make Clearlake a Visibly Cleaner City
- Goal #2: Make Clearlake a Statistically Safer City
- Goal #3: Improve the Quality of Life in Clearlake with Improved Public Facilities

- Goal #4: Improve the Image of Clearlake
- Goal #5: Ensure Fiscal Sustainability of City
- Goal #6: Update Policies and Procedures to Current Government Standards
- Goal #7: Support Economic Development

SUGGESTED MOTIONS:

Move to adopt the resolution adopting the City of Clearlake Fee Schedule

- Attachments:**
 - 1) Resolution No. 2024-30
 - 2) Fee schedule

RESOLUTION NO. 2024-32

ADOPTION OF THE FY 2024-25 FEE SCHEDULE

WHEREAS, the City Council reviews and updates the fee schedules as needed, on an annual basis,

WHEREAS, the City of Clearlake wishes to be an economically stable city while still maintaining a business friendly relationship with the community.

WHEREAS, the fee schedule has been thoroughly reviewed by staff and is requesting minor changes to the fee schedule.

WHEREAS, the City Council desires to approve the FY 2024-25 Fee Schedule to ensure fiscal stability for the City of Clearlake.

Therefore, the City of Clearlake moves to adopt the FY 2024-25 Fee Schedule.

PASSED AND ADOPTED by the City Council of the City of Clearlake, County of Lake, State of California, on this 20th day of June 2024, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST: _____
City Clerk

Mayor

CITY OF CLEARLAKE
FEE SCHEDULE
Effective July 1, 2024



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Senior Community Center Fees	12
Youth Center Fees	13

Administrative & Miscellaneous Fees

Description	<u>Fee</u>
Technology Recovery Cost Applied to All Applications	2%
Publications & Maps	
Budget	\$ 20.00
Design & Construction Standards	\$ 12.00
Drainage Master Plan Study	\$ 18.00
General Plan Policies	\$ 30.00
General Plan Technical Background	\$ 12.00
General Plan Housing Element	\$ 24.00
General Plan Land Use Map	\$ 18.00
Lakeshore Drive Design Guidelines	\$ 12.00
Parks Master Plan	\$ 12.00
Redevelopment Plan	\$ 18.00
Redevelopment Five Year Implementation Plan	\$ 12.00
Sphere of Influence Study	\$ 12.00
Zoning Chapter XVIII	\$ 36.00
Zoning Map	\$ 1.20
Site Development Assessment & Business Attraction Strategy	\$ 14.40
Subdivision Ordinance	\$ 12.00
Copy Fees (per page)	
Public Record General 8 1/2 x 11 Copy	\$ 0.20
8 1/2 x 14 Copy (Legal Size)	\$ 0.20
11 x 17 Copy	\$ 0.25
Parcel Maps	\$ 4.00
Topographical Maps	\$ 7.00
Copies of City Council/Planning Commission Meetings	
Meeting Recordings	Per CD \$ 5.00
Planning Commission Agenda Cover Sheet Mailing	Per year \$ 50.00
Planning Commission Agenda Packets (in advance of meeting)	Per Meeting \$ 25.00
Electronic Records	CPO - 50%
<i>Deposit to be determined by the City Manager on a case-by-case basis</i>	
Other Fees	
Return Check Fee	\$ 35.00
Credit Card Chargeback Fee	\$ 30.00
Credit/Debit Card Fee	3%
Credit/Debit Card Fee (Collected through Citation Processing Center)	3.5%
Civil Subpoenas	\$275 deposit at time of service
<i>The service of civil subpoenas, depositions, and attendance in civil court proceedings of employees will be governed pursuant to Government Code Section 68096.1, 68097, 68097.1, 68097.2, 68907.5, 68907.6, 68907.7, 68907.9, and 68907.10, all inclusive</i>	<i>Per Government Code</i>

Business License Fees

Licensing Period: October 1st through September 30th

General Business License Annual Fees

	<u>Fee</u>
Business License Annual Fee	\$ 90.00
	<i>+\$10 for each additional employee</i>
	<i>10% fee per total business license cost will be added per each month delinquent</i>
	<i>\$4 State Fee will be added to each application</i>

Secondary Business License

	\$ 45.00
	<i>+ \$10 per employee</i>
<i>Secondary Business license shall be one half of the general business license fee if you have more than one business in the City limits (i.e., general license \$90.00 plus \$45.00 for second business, plus \$10 per employee)</i>	

Special Category Business License Annual Fees

a) Beauty Shops	\$ 90.00
	<i>+ \$10 for each booth</i>

b) Real Estate Broker	\$ 90
	<i>+ \$10.00 for each agent and/or employee who was paid a commission for salary during the previous licensing year</i>

c) Flea Market/Farmers Market	\$ 90.00
	<i>+ \$5.00 for each permanent space</i>

Special Event Business License	\$ 79 per day
---------------------------------------	----------------------

Quarterly Business License	\$25 per quarter
<i>(applicants requiring more than one quarter must submit for Annual Business License)</i>	

Vacation Rental Application	\$70 per year
Link to Required Registration form::	clearlakeca.portal.opengov.com

Business Listing Fee	\$ 10.00
	<i>(one time fee for new listings)</i>

Business Licenses go to: [Applying for a Business License | Clearlake, CA - Official Website](#)

Taxicabs & For-Hire Vehicles

Operator's Permit	\$ 125.00
Driver Permit	\$ 75.00
Vehicle Permit	\$ 25.00

Building Permit Applications

Failure to obtain any required permits before work begins Fee
2 x Permit fee

Building Permits - City staff will calculate cost using the most recent issue of the 'Building Valuation Data' (BVD) fee table published by the International Code Council (ICC).

Other Permits - CBC		Calculated Per BVD Fee Table, as noted
Building Plan Check		Calculated Per BVD Fee Table, as noted
Building Plan Check Amendments		Calculated Per BVD Fee Table, as noted
Residential Electrical/Mechanical Service Upgrade/Repair	\$	150.00
Residential Plumbing	\$	150.00
Residential Plumbing with Trenching	\$	150.00
Commercial Electrical Service Upgrade	\$	175.00
Electrical Vehicle Charging Port	\$	125.00
Generator	\$	200.00
Residential Demo	\$	150.00
Comercial Demo	\$	200.00
Residential Roof Mounted Solar	\$	400.00
Comercial Roof Mounted Solar	\$	500.00
Retrofit Foundation	\$	150.00
Reissuance of Certificate of Occupancy	\$	100.00
Plan Revision Review	\$	100.00
Reinspection Fee	\$	100.00

California Building Standards Commission

State Mandated Fee added to Applications - Building Standards Administration Special Revolving Fund Based on Permit Valuation.

Permit Valuation:		
\$1 - 25,000	\$	1.00
\$25,001 - 50,000	\$	2.00
\$50,001 - 75,000	\$	3.00
\$75,001 - 100,000	\$	4.00
Every \$25,000 or fraction thereof above \$100,000		Add \$1.00

Seismic Fees

- i. Group R occupancies, as defined in the current Uniform Building Code, one to three stories in height, except hotels and motels, shall be assessed at the rate of ten dollars (\$10.00) per one hundred thousand dollars (\$100,000.00), with appropriate fractions thereof.*

Per Calculation
- ii. All other buildings shall be assessed at the rate of twenty - one dollars (\$21.00) per one hundred thousand dollars (\$100,000.00) with appropriate fractions thereof.*

Per Calculation
- iii. The fee shall be the amount assessed under paragraph 1. or 2., depending on building type, or fifty cents (\$0.50), whichever is the higher.*

Per Calculation

Mobile Home Park Fees

	<u>Fee</u>
Mobile Home Park Annual Inspection Fee	\$ 40.00
per site including the 1st unit, plus	\$ 15.00
Non-compliance re-inspection	\$ 30.00
per site including the 1st unit, plus	\$ 10.00
	<i>for each additional unit on site</i>
Mobile Home Park Annual Permit to Operate Fees	\$ 1.00

All fees for 'Mobile Home Parks Annual Permit to Operate' and related fees shall be as set forth in the current Mobile Home Parks Act, Title 25, Section 1008, et seq. The CA Department of Housing and Community Development (HCD) calculates annual fees. The City of Clearlake collects payment on behalf of HCD.

Engineering Fees

Grading Permits - 2019 California Building Code Fee Schedule

As Calculated by City Staff

Grading Permits - City staff will calculate cost based on the grading plan, and review if required, as noted on the Grading Application.

Encroachment Permits

Driveway Adjacent to Paved Street	\$ 170.00
Driveway Adjacent to Unpaved Street	\$ 125.00
Trenching - Paved Streets	\$250 + \$1.00/LF
Trenching - Unpaved Streets	\$200 + \$0.50/LF
Other Plan Check and Inspections	<i>4.5% of engineer's Estimate (\$200 minimum)</i>
Minimum Fee	\$ 200.00
Engineer's Estimate	As Calculated by City Staff

Calculation based on type of work requested in encroachment permit

Heavy Load Permits for Overweight, Over-Width, Over-Length and Over-Height	\$ 75.00
Re-Inspection	\$ 55.00
Failure to obtain any required permits before work begins	2 x Permit fee

Development Fees

Plan Check Fee	4.5 % of Engineer Estimate up to \$200k
	3.5% of Engineer Estimate between above \$200k and \$500K
	2.5% of Enginner Estimate between above \$500 and \$1 Million
	2% of Engineer Estimate above \$1 Million
Development Inspection	2 % of Engineer Estimate up to \$200k
	1.5% of Engineer Estimate between above \$200k and \$500K
	1% of Enginner Estimate between above \$500 and \$1 Million
	.5% of Engineer Estimate above \$1 Million

Planning Fees

Marijuana Dispensary Annual Renewals

	Fee	Deposit
LiveScan	\$ 10 + DOJ Fee	
Renewal Processing	\$ 250.00	

Zoning Clearance

Sign Permit	\$ 102.00
Sign Face Copy Change	\$ 54.00
Single Family Residence	\$ 125.00
Second Residential Unit	\$ 125.00
Multifamily Residence <4 units	\$ 250.00
5 to 14 units	\$ 816.00
Multifamily Residence >15 units	\$ 4,000.00
Commercial <5,000 SF	\$ 555.00
5001 to 9999 SF	\$ 840.00
>10,000 SF	\$ 4,000.00
Temporary Use Permit	\$ 125.00
Outdoor Annual Display Permit	\$ 800.00

Lot Line Adjustment

\$ 500.00

Lot Merger

\$ 800.00

PM/Sub. Map Checking

\$ 150/per lot

	Fee	Deposit
Conditional Use Permits	\$ 2,200.00	
Administrative Use Permits	\$ 2,200.00	
Temporary Use Permit	\$ 125.00	
Categorical Exemption (CE) from CEQA	\$ 150.00	
Environmental Impact Report	<i>(deposit required, applicant will be responsible for actual cost)</i>	\$ 5,000.00
Initial Study Fee	\$ 1,500.00	
Street name change fee	\$ 400.00	
Tree Replacement Fee	\$ 600.00	<i>per tree</i>
Variance	\$ 500.00	
Minor Subdivision (Four or Fewer Lots)		
Initial Study	\$ 1,500.00	
Tentative Map Processing	\$ 2,450.00	
Total Fee:	\$ 3,950.00	
Improvement Plan Processing and Inspections	\$ 4,000.00	
Parcel Map Processing	\$ 1,000.00	
Subdivision Construction Agreement	\$ 570.00	
Acceptance of Easements and Improvements	\$ 450.00	
Appeals		
Appeal of Staff Decision	\$ 880.00	
Appeal of Planning Commission Decision	\$ 880.00	
Extension of Approval	\$ 345.00	
Abandonment of Easement	\$ 715.00	
Major Subdivision	\$ 6,000.00	
Zone Amendment	\$ 2,400.00	
General Plan Amendment	\$ 6,000.00	
Certificate of Compliance	\$ 1,200.00	
Annexation	\$ 6,000.00	
Development Agreement	\$ 6,000.00	
Special Requests or Studies	\$ 6,000.00	
Technology fee - 2% of total fees charged		2%
Legal Services	CPO-50%	
General Plan Maintenance Fee		\$ 25.00

County of Lake Clerks Processing Fee – for all documents filed with the County
<https://www.lakecountyca.gov/185/Fees>

Per Current County Fee Schedule

California Department of Fish & Wildlife CEQA Fees (i.e. ND, MND, EIR, CPR)
<https://wildlife.ca.gov/Conservation/Environmental-Review/CEQA/Fees>

Per Current CA Dept of Fish & Wildlife Filing Fees

Animal Control Fees

Adoption Fees

	Fee
Dog Adoption	\$ 90.00
Cat Adoption	\$ 70.00
Barn Cat Adoption	No Fee
Rabbit Adoption	\$ 10.00
Small Animal Adoption	\$ 10.00
Large Bird Adoption	\$ 25.00
Small Bird Adoption	\$ 36.00
Cat Carrier	\$ 5.00

Dog License Fees

License Issued with Proof of Current Rabies Vaccination

With Proof of Spay & Neuter*	\$ 20.00
Specialized Animals - AKC, UKC, or Others as listed in Clearlake Municipal Code 7-10.3*	\$ 25.00
Service Animals (Excludes therapy animals)	No Fee
Late Fee (Unaltered)	\$ 25.00
Late Fee (Altered)	\$ 21.00
Tag Replacement	\$ 6.00
Engravable Collar	\$ 20.00

Deceased Animal Disposal

Disposal Cat	\$ 42.00
Disposal Small Animal	\$ 26.00
Disposal Dog < 50 pounds	\$ 42.00
Group Cremation Dog	\$ 54.00
Group Cremation Cat	\$ 48.00
Group Cremation 75-99 pounds	\$ 54.00
Group Cremation 100+ pounds	\$ 75.00
Private Cremation 0-2 pounds	\$ 140.00
Private Cremation 3-49 pounds	\$ 140.00
Private Cremation 50-99 pounds	\$ 175.00
Private Cremation 100+ pounds	\$ 260.00
Private Cremation Paw Print	\$ 84.00

Euthanasia Fees (at vets)

Cats	Actual Cost
Dogs	Actual Cost

Field Services

ACO Transport Animal to Vet	\$ 75.00
ACO Transport to Vet After Hours	\$ 175.00
ACO Field Euthanasia	\$ 106.00
ACO Service Fee	\$ 75.00

Kennel Permits (Annual Fee)

Prior to issuance of Kennel Permit - Use Permits, Zoning Verification and Neighbor Acknowledgements may be required.

	Fee
5 - 7 Dogs	\$ 90.00
8 - 16 Dogs	\$ 150.00
16 + Dogs	\$ 225.00

Impound/Redemption Fees

Altered Animal	Doesn't include boarding	\$ 45.00
Unaltered Animal	Doesn't include boarding	\$ 45.00
Repeat Impound Unaltered Additional Fee		\$ 30.00
- 2nd Offense		\$ 50.00
- 3rd Offense		\$ 100.00
Board (Per Day)		\$ 20.00
Quarantine Board (per day)		\$ 32.00
Veterinarian		Actual Cost
Livestock		Actual Cost

Surrender Fees

Owner Surrender Dog Altered	\$ 46.00
Owner Surrender Dog Unaltered	\$ 69.00
Owner Surrender Cat Altered	\$ 46.00
Owner Surrender Cat Unaltered	\$ 69.00
Owner Surrender Small Animal Altered	\$ 46.00
Owner Surrender Small Animal Unaltered	\$ 69.00
Owner Surrender for Litter (per animal)	\$ 19.00

Vicious Dog Hearing fee

\$ 150.00

Medical

Microchip Dog	\$ 20.00
Microchip Cat	\$ 10.00
Other Medical @ Vet Clinic	Actual Cost

Code Enforcement Fees

Abandoned Vehicle Abatement	<u>Fee</u>
Voluntary Compliance (Gone Upon Arrival)	\$ 75.00
Voluntary Compliance (Removed by City)	\$ 125.00
Property Owner Requested Vehicle Abatement - Passenger Vehicle	\$ 250.00
Property Owner Requested Vehicle Abatement - Other (RV, Boat, Trailer, etc...)	Actual Cost
 Code Enforcement Hearing Fee	 \$ 200.00
 Cultivation Permit Application Fee	 \$ 250.00
Following Admin Cite for No Permit w/Code Enf Approval	\$ 500.00
 Boarding Permit (Non-refundable upon application)	
Commercial Building Boarding Permit	\$ 150.00
Commercial Building Boarding Permit Renewal/Extension	\$ 150.00
Re-Inspection Fee	\$ 50.00
 Red Tagged Building Entry Permit	 \$ 25.00
 Vacant Commercial Buildings	
Registration	\$100 + 12.50 per month until July 1st
Annual Renewal	\$250 Renewal + \$200 per month Monitoring Fee
Response Fee (per day)	\$ 50.00

Police Fees

	Fee
DUI Cost Recovery	\$ 425.00
Police Reports	\$ 10.00
 Criminal Offender Registration	
Initial Registration	\$ 50.00
Change of Address	\$ 30.00
Photographs	
CD/Audio-Video	\$ 10.00
4 x 5 8.5x11 color copy	\$ 10.00
5 x 7	\$ 15.00
8 x 10	\$ 20.00
 Citation Sign-Off	
CPD Parking/Mech/Reg Cites	\$ 15.00 No Charge
 Deer Tag Sign-Off	
	\$ 15.00
 Release of Vehicle	
22651(h) & (p), DUI and 23109 VC	\$ 100.00 \$ 150.00
 Citizen Clearance Letter	
	\$ 10.00
Repossession Fee	
	\$ 15.00
Booking Fee	
	(Arrestee) Actual Cost
 V.I.N. Verification	
At Police Department	\$ 10.00
Other	\$ 20.00
 False Alarm	
1st - 2nd	\$ -
3rd - 4th	\$ 100.00
5th - 6th	\$ 200.00
7th - 8th	\$ 400.00
9th - 10th	\$ 800.00
11th +	\$ 1,000.00
 Fingerprinting (Rolled)	
LiveScan	\$ 10.00 \$10 + DOJ Fee
 Secondhand Dealer Permit (New + Renewal)	
Plus LiveScan fee	\$50 + DOJ Fee \$10 + DOJ Fee
 Sidewalk Wendor/Itinerant Vendor	
Plus Livescan fee	\$ 45.00 \$10 + DOJ Fee

Parking Citation Fines		Fee
21113(A) VC	Parking, School Grounds	\$ 50.00
21210 VC	Bicycle Parking, Sidewalk	\$ 50.00
21211(A)-(B) VC	Obstructing Bikeway, Path or Trail	\$ 50.00
22500(A) VC	Parked in Intersection	\$ 50.00
22500(B) VC	Parked in Crosswalk	\$ 50.00
22500(C) VC	Parked in Safety Zone	\$ 50.00
22500(E) VC	Parked Blocking Driveway	\$ 50.00
22500(F) VC	Parked on Sidewalk	\$ 50.00
22500(H) VC	Double Parked	\$ 50.00
22500(I) VC	Parked in Bus Zone	\$ 250.00
22500(K) VC	Parked on Bridge	\$ 50.00
22500(L) VC	Parked in Wheelchair Access	\$ 250.00
22500.1 VC	Fire Lane	\$ 70.00
22502(A) VC	Right Wheel to Curb	\$ 50.00
22504(A) VC	Parking Unincorporated Area	\$ 50.00
22505(B) VC	Posted No Parking, State Highway	\$ 70.00
22507.8(A)-(C)	Parking in Handicap Space	\$ 275.00
22514 VC	Parked by Fire Hydrant	\$ 50.00
22515 VC	Unattended Vehicle	\$ 40.00
22516 VC	Parked w Person Locked in Vehicle	\$ 145.00
22517 VC	Open Door on Traffic Side When Unsafe	\$ 145.00
22522 VC	Parked by Sidewalk Ramp	\$ 275.00
22523(A) VC	Abandoned Vehicle, Highway	\$ 350.00
22523(B) VC	Abandoned Vehicle, Public-Private Property	\$ 350.00
22526 VC	Anti-Gridlock	\$ 70.00
4461(A)-(D) VC	Misuse Disabled Person Placard/Plate	\$ 275.00
4000(A)(1) VC	Unregistered Vehicle/Expired Registration	\$ 85.00
5204(A) VC	Expired/Improper Tabs Displayed	\$ 85.00
9850 VC	Numbering of Undocumented Vessels	\$ 85.00
8-6.3 CMC	Parked Over 72 hours	\$ 145.00
10-6.13 CMC	Abandonment Prohibited	\$ 350.00
10-6.14 CMC	Failure to Abate	\$ 350.00
	All Other Parking Codes Not Listed (VC and CMC)	\$ 50.00
	All Mechanical Violations	\$ 50.00
	Mechanical Violations w Proof of Correction	\$ 10.00
40203.5 VC	15 Days After Mailing of Notification of Violation	50% of Violation Not to Exceed \$150
40203.5 VC	DMV Hold	\$ 10.00
40220 VC	Low Income Payment Plan Fee	\$ 5.00
40220 VC	Standard Payment Plan Fee	\$ 25.00
Other Fees		
	Returned Check Fee	\$ 35.00
	Credit Card Chargeback	\$ 30.00

Special Events

**RESERVATION DEPOSIT: Non-refundable deposit for reservations made up to twelve (12) months in advance is \$25.00.
Reservation deposit will be applied toward facility rental fee.**

Austin Park

	Daily	Deposit
Non-profit	\$ 45.00	\$ 100.00
All Others Under 50 Attendees	\$ 80.00	\$ 500.00
All Others Over 50 Attendees	\$ 130.00	\$ 1,000.00
Covered Bench Area at Playground (3 tables for 4 hours)	\$ 50.00	\$ 100.00
Bandshell	\$ 500.00	\$ 500.00
Dog Park - 4 hours	\$ 100.00	\$ 150.00

** These fees are adjustable by the City Manager based on past performance.

Large Events

	Deposit
200-300 People or 2-3 day event	\$ 500.00
300-500 People or 3-5 day event	\$ 1,000.00

Electrical/Trash

Electricity	\$ 25.00
Additional Trash Cans (per can)	\$ 25.00

Senior/Community Center

		Standard Rate	Non-Profit Rate
Building w/o Kitchen (4042 sq ft)	4 hours	\$ 235.00	\$ 131.00
Each Additional Hour		\$ 59.00	\$ 32.00
Cleaning Deposit		\$ 300.00	\$ 300.00
Multi-purpose Room (2964 sq ft)	4 hours	\$ 179.00	\$ 95.00
Each Additional Hour		\$ 44.00	\$ 23.00
Auxiliary Room (1078 sq ft)	4 hours	\$ 70.00	\$ 40.00
Each Additional Hour		\$ 30.00	\$ 19.00
Cleaning Deposit		\$ 100.00	\$ 100.00
Kitchen Only (1078 sq ft)	4 hours	\$ 75.00	\$ 45.00
Each Additional Hour		\$ 40.00	\$ 22.00
Cleaning Deposit		\$ 300.00	\$ 300.00
Classroom (320 sq ft)	4 hours	\$ 25.00	\$ 15.00
Each Additional Hour		\$ 5.00	\$ 3.00
Cleaning Deposit		\$ 100.00	\$ 100.00

Sq ft are approximations

Alcohol Use Additional Deposit	\$ 200.00	\$ 200.00
Returned Check Fee	\$ 35.00	\$ 35.00

Youth Center

			Standard Rate	Non-Profit Rate
Room		4 hours	\$ 65.00	\$ 50.00
	Each Additional Hour		\$ 25.00	\$ 25.00
	Cleaning Deposit		\$ 300.00	\$ 300.00
Kitchen		4 hours	\$ 75.00	\$ 50.00
	Each Additional Hour		\$ 30.00	\$ 30.00
	Cleaning Deposit		\$ 300.00	\$ 300.00
Room and Kitchen		4 hours	\$ 130.00	\$ 90.00
	Each Additional Hour		\$ 40.00	\$ 40.00
	Cleaning Deposit		\$ 600.00	\$ 600.00
Lost Key Fee			\$ 25.00	\$ 25.00
Lock Out Fee			\$ 25.00	\$ 25.00
Returned Check Fee			\$ 35.00	\$ 35.00

CITY OF CLEARLAKE

City Council



STAFF REPORT	
SUBJECT: Presentation and Discussion of Tobacco Use in the Schools and Community	MEETING DATE: June 20, 2024
SUBMITTED BY: Alan D. Flora, City Manager	
PURPOSE OF REPORT: <input type="checkbox"/> Information only <input checked="" type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL:

City Council will discuss tobacco use in the community and possible solutions.

BACKGROUND/ DISCUSSION:

Lake County as a whole suffers from significant health challenges, including a high rate of tobacco use. Tobacco use and vaping are prevalent among ever younger populations and is a significant problem in our school system. This discussion will include a presentation of information from Blue Zones, the Konocti Unified School District and Lake County Public Health.

OPTIONS:

- 1. Provide Direction to Staff.

FISCAL IMPACT:

None \$ Budgeted Item? Yes No

Budget Adjustment Needed? Yes No If yes, amount of appropriation increase: \$

Affected fund(s): General Fund Measure P Fund Measure V Fund Other:

Comments: N/A

STRATEGIC PLAN IMPACT

- Goal #1: Make Clearlake a Visibly Cleaner City
- Goal #2: Make Clearlake a Statistically Safer City
- Goal #3: Improve the Quality of Life in Clearlake with Improved Public Facilities
- Goal #4: Improve the Image of Clearlake
- Goal #5: Ensure Fiscal Sustainability of City
- Goal #6: Update Policies and Procedures to Current Government Standards

Goal #7: Support Economic Development

Section J, Item 18.

Attachment:

1 COMPREHENSIVE RETAILER LICENSING TOBACCO ORDINANCE
2 ORDINANCE NO. _____

3 AN ORDINANCE OF LAKE COUNTY REGULATING TOBACCO PRODUCT SALES,
4 REQUIRING THE LICENSURE OF TOBACCO RETAILERS, AND AMENDING THE LAKE
5 COUNTY CODE

6 The Board of Supervisors of the Lake County, State of California, ordains as follows:

7 **SECTION I. FINDINGS AND PURPOSE.**

8 (a) Findings. The Board of Supervisors of the County of Lake hereby finds and declares as follows:

9 (1) The Board of Supervisors finds that a local licensing system for tobacco retailers is appropriate to
10 ensure that retailers comply with tobacco control laws and business standards of the Board of
11 Supervisors, to protect the health, safety, and welfare of our residents; and

12 (2) Approximately four hundred eighty thousand (480,000) people die in the United States from
13 smoking-related diseases and exposure to secondhand smoke every year, making tobacco use the
14 nation's leading cause of preventable death and continues to be an urgent public health issue; and

15 (3) Despite the state's efforts to limit youth access to tobacco, youth are still able to access tobacco
16 products, and

17 (4) Requiring tobacco retailers to obtain a tobacco retailer license will not unduly burden legitimate
18 business activities of retailers who sell tobacco products to adults but will, however, allow the Board
19 of Supervisors to regulate the operation of lawful businesses to discourage violations of federal,
20 state, and local tobacco control and youth tobacco access laws, as evidenced by the following:

- 21 (i) Studies found increased retailer compliance and reduced tobacco sales to youth
22 following implementation and active enforcement of youth tobacco sales laws paired
23 with penalties for violations; and

24 (5) The State of California acknowledges that youth usage of flavored tobacco products continues to
25 rise and that while the FDA recently announced a partial ban of certain flavored electronic cigarette
26 products, the policy does not adequately address the health and safety of California children as it
27 makes dangerous exemptions; and

28 (6) The State of California, in response to the rising epidemic of youth usage of flavored tobacco
products, the intentional targeted marketing of certain flavored tobacco products to communities of
color, low-income individuals, and the LGBTQ community, and the aggressive marketing of
menthol-flavored products to African American community members, enacted SB 793, which came
into effect on December 21, 2022; and

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(7) Unlike cigarette use that has steadily declined among youth, the prevalence of the use of non-cigarette tobacco products has increased among California youth; and

(8) Strong policy enforcement and monitoring of retailer compliance with tobacco control policies (e.g., requiring identification checks) is necessary to achieve reductions in youth tobacco sales; and

(9) State law explicitly permits cities and counties to enact local tobacco retail licensing ordinances, and allows for the suspension or revocation of a local license for a violation of any state tobacco control law (Cal. Bus. & Prof. Code Section 22971.3); and

(10) The Board of Supervisors has a substantial interest in protecting youth and underserved populations from the harms of tobacco use; and

(11) The Board of Supervisors finds that a local licensing system for tobacco retailers is appropriate to ensure that retailers comply with tobacco control laws and business standards of Lake County in order to protect the health, safety, and welfare of our residents; and

NOW THEREFORE, it is the intent of the Board of Supervisors, in enacting this ordinance, to ensure compliance with the business standards and practices of Lake County and to encourage responsible tobacco retailing and to discourage violations of tobacco-related laws, especially those which prohibit or discourage the sale or distribution of tobacco products to youth, but not to expand or reduce the degree to which the acts regulated by federal or state law are criminally proscribed or to alter the penalties provided therein.

ARTICLE XIII Of CHAPTER 9 OF THE COUNTY CODE IS HEREBY ADDED AS FOLLOWS:

Section 1. DEFINITIONS. The following words and phrases, whenever used in this chapter, shall have the meanings defined in this section unless the context clearly requires otherwise:

(a) “Arm's Length Transaction” means a sale in good faith and for valuable consideration that reflects the fair market value between two informed and willing parties, neither of which is under any compulsion to participate in the transaction.

(b) “Child-Resistant Packaging” means packaging that meets the definition set forth in Code of Federal Regulations, title 16, section 1700.15(b), as in effect on January 1, 2015, and was tested in accordance with the method described in Code of Federal Regulations, title 16, section 1700.20, as in effect on January 1, 2015.

(c) “Cigar” means any roll of tobacco other than a cigarette wrapped entirely or in part in tobacco or any substance containing tobacco and weighing more than 4.5 pounds per thousand.

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- (d) “Cigarette” means: (1) any roll of tobacco wrapped in paper or in any substance not containing tobacco; and (2) any roll of tobacco wrapped in any substance containing tobacco which, because of its appearance, the type of tobacco used in the filler, or its packaging and labeling, is likely to be offered to, or purchased by, consumers as a cigarette described herein.

- (e) “Compliance checks” means systems the department uses to investigate and ensure that tobacco retailers are following and complying with the requirements of this chapter. Compliance checks may involve the use of persons between the ages of 18 and 20 who purchase or attempt to purchase tobacco products. Compliance checks may also be conducted by the department or other units of government for educational, research, and training purposes or for investigating or enforcing federal, state, or local laws and regulations relating to tobacco products.

- (f) “Delivery sale” means the sale of any tobacco product to any person for personal consumption and not for resale when the sale is conducted by any means other than an in-person, over-the-counter sales transaction in a tobacco retail establishment. Delivery sale includes the sale of any tobacco product when the sale is conducted by telephone, other voice transmission, mail, the internet, or app-based service. Delivery sale includes delivery by licensees or third parties by any means, including curbside pick-up.

- (g) “Department” means Lake County Department of Health Services and any agency or person designated by the Department to enforce or administer the provisions of this chapter.

- (h) “Electronic smoking device” means any device that may be used to deliver any aerosolized or vaporized substance to the person inhaling from the device, including, but not limited to, an e-cigarette, e-cigar, e-pipe, vape pen, or e-hookah. Electronic smoking device includes any component, part, or accessory of the device, and also includes any substance that may be aerosolized or vaporized by such device, whether or not the substance contains nicotine. Electronic smoking device does not include drugs, devices, or combination products authorized for sale by the U.S. Food and Drug Administration, as those terms are defined in the Federal Food, Drug, and Cosmetic Act.

- (i) “Flavored tobacco product” means any tobacco product that imparts a taste or odor distinguishable by an ordinary consumer, other than the taste or odor of tobacco, either prior to or during the consumption of such tobacco product, including but not limited to tastes or odors relating to any fruit, chocolate, vanilla, honey, candy, cocoa, dessert, alcoholic beverage, mint, wintergreen, menthol, herb, or spice; or a cooling or numbing sensation distinguishable by an ordinary consumer during the consumption of such tobacco product.

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- (j) “Licensee” means a person granted a tobacco retailer's license for the location at which tobacco retailing is to occur.
- (k) “Little Cigar” means any roll of tobacco other than a cigarette wrapped entirely or in part in tobacco or any substance containing tobacco and weighing no more than 4.5 pounds per thousand. “Little Cigar” includes, but is not limited to, tobacco products known or labeled as small cigar, little cigar, or cigarillo.
- (l) “Manufacturer” means any person, including any repacker or relabeler, who manufactures, fabricates, assembles, processes, or labels a tobacco product; or imports a finished tobacco product for sale or distribution into the United States.
- (m) “Moveable place of business” means any form of business that is operated out of a kiosk, truck, van, automobile or other type of vehicle or transportable shelter and not a fixed address store front or other permanent type of structure authorized for sales transactions.
- (n) “Person” means any natural person, partnership, cooperative association, corporation, personal representative, receiver, trustee, assignee, or any other legal entity.
- (o) “Proprietor” means a person with an ownership or managerial interest in a business. An ownership interest shall be deemed to exist when a person has a 10% or greater interest in the stock, assets, or income of a business other than the sole interest of security for debt. A managerial interest shall be deemed to exist when a person has or shares ultimate control over the day-to-day operations of a business.
- (p) “Recreation Facility” means an area, place, structure, or other facility that is used either permanently or temporarily for community recreation, even though it may be used for other purposes, and includes but is not limited to a gymnasium, playing court, playing field, and swimming pool.
- (q) “Sale” or “Sell” means any transfer, exchange, barter, gift, offer for sale, or distribution for a commercial purpose, in any manner or by any means whatsoever.
- (r) “Self-Service Display” means the open display or storage of tobacco products in a manner that is physically accessible in any way to the general public without the assistance of the retailer or employee of the retailer and a direct face-to-face transfer between the purchaser and the retailer or employee of the retailer. A vending machine is a form of self-service display.

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(s) "Smoking" means inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, or pipe, or any other lighted or heated product containing, made, or derived from nicotine, tobacco, marijuana, or other plant, whether natural or synthetic, that is intended for inhalation. "Smoking" includes using an electronic smoking device.

(t) "Tobacco Product" means:

- (1) any product containing, made of, or derived from tobacco or nicotine that is intended for human consumption or is likely to be consumed, whether inhaled, absorbed, or ingested by any other means, including but not limited to, a cigarette, a cigar, pipe tobacco, chewing tobacco, snuff, or snus;
- (2) any electronic smoking device and any substances that may be aerosolized or vaporized by such device, whether or not the substance contains nicotine; or
- (3) any component, part, or accessory of (1) or (2), whether or not any of these contains tobacco or nicotine, including but not limited to filters, rolling papers, blunt or hemp wraps, hookahs, mouthpieces, and pipes.

(u) "Tobacco product" does not mean drugs, devices, or combination products authorized for sale by the U.S. Food and Drug Administration, as those terms are defined in the Federal Food, Drug, and Cosmetic Act.

(v) "Tobacco Retailer" means any person who sells, offers for sale, or exchanges or offers to exchange for any form of consideration, tobacco products. This definition is without regard to the quantity of tobacco products sold, offered for sale, exchanged, or offered for exchange.

(aa) "Tobacco Retailing" means engaging in the activities of a tobacco retailer.

Section 2. GENERAL REQUIREMENTS AND PROHIBITIONS.

- (a) **TOBACCO RETAILER'S LICENSE REQUIRED.** It shall be unlawful for any person to engage in tobacco retailing in Lake County without first obtaining and maintaining a valid tobacco retailer's license for each location at which tobacco retailing is to occur. Tobacco retailing without a valid tobacco retailer's license is a nuisance as a matter of law.
- (b) **LAWFUL BUSINESS OPERATION.** In the course of tobacco retailing or in the operation of the business or maintenance of the location for which a license issued, it shall be a violation of this chapter for a licensee, or any of the licensee's agents or employees, to violate any local, state, or federal law applicable to the sale of tobacco products.

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- (c) **SMOKING PROHIBITED.** Smoking, including smoking for the purpose of sampling any tobacco product, is prohibited within the indoor area of any retail establishment licensed under this chapter. Smoking is also prohibited outdoors within 25 feet of any retail establishment licensed under this chapter.
- (d) **MINIMUM LEGAL SALES AGE.** No person engaged in tobacco retailing shall sell a tobacco product to a person under 21 years of age.
- (e) **DISPLAY OF LICENSE.** Each tobacco retailer license shall be prominently displayed in a publicly visible location at the licensed location.
- (f) **POSITIVE IDENTIFICATION REQUIRED.** No person engaged in tobacco retailing shall sell a tobacco product to another person without first verifying by means of government-issued photographic identification that the recipient is at least 21 years of age.
- (g) **SELF-SERVICE DISPLAYS PROHIBITED.** Tobacco retailing by means of a self-service display is prohibited. All tobacco products must be stored behind the sales counter, in a locked case, in a storage unit, or in another area not freely accessible to the general public.
- (h) **DISTANCE FROM YOUTH APPEALING PRODUCTS.** It is unlawful for a tobacco retailer to place or maintain, or cause to be placed or maintained, any displays containing tobacco products within five feet of toys, candy, snacks or non-alcoholic beverages inside a licensed retail establishment.
- (i) **ON-SITE SALES.** All sales of tobacco products shall be conducted in-person in the licensed location. It shall be a violation of this chapter for any tobacco retailer or any of the tobacco retailer's agents or employees to engage in the delivery sale of tobacco products or to knowingly or recklessly sell or provide tobacco products to any person that intends to engage in the delivery sale of the tobacco product in Lake County.

Section 3. SALE OF FLAVORED TOBACCO PRODUCTS PROHIBITED.

- (a) **FLAVORED TOBACCO PRODUCT SALES PROHIBITED.** It shall be unlawful for any tobacco retailer to sell any flavored tobacco product.
- (b) **PRESUMPTIVE FLAVORED TOBACCO PRODUCT.** A public statement or claim made or disseminated by the manufacturer of a tobacco product, or by any person authorized or permitted by the manufacturer to make or disseminate public statements concerning such tobacco product, that such tobacco product has a taste or smell other than tobacco shall constitute presumptive evidence that the tobacco product is a flavored tobacco product.

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Section 4. TOBACCO PRODUCT PRICING AND PACKAGING.

- (a) **PACKAGING AND LABELING.** No tobacco retailer shall sell any tobacco product to any consumer unless the tobacco product: (1) is sold in the manufacturer's packaging intended for sale to consumers; (2) conforms to all applicable federal labeling requirements; and (3) conforms to all applicable child-resistant packaging requirements.
- (b) **DISPLAY OF PRICE.** The price of each tobacco product offered for sale shall be clearly and conspicuously displayed on the tobacco product or on any related shelving, posting, advertising, or display at the location where the item is sold or offered for sale.
- (c) **DISTRIBUTION OF TOBACCO SAMPLES OR PROMOTIONAL ITEMS.** It is unlawful for any person to distribute free or nominally priced tobacco products.

Section 5. LIMITS ON ELIGIBILITY FOR A TOBACCO RETAILER LICENSE.

- (a) **MOBILE VENDING.** No license may issue to authorize tobacco retailing at other than a fixed location. No tobacco retail license will be issued to a moveable place of business.
- (b) **LICENSED CANNABIS BUSINESSES.** No license may issue, and no existing license may be renewed, to authorize tobacco retailing at a location licensed for commercial cannabis activity by the State of California.

Section 6. APPLICATION PROCEDURE.

- (a) An application for a tobacco retailer's license shall be submitted in the name of each proprietor proposing to conduct retail tobacco sales and shall be signed by each proprietor or an authorized agent thereof. All applications shall be submitted on a form supplied by the Department.
- (b) A license issued contrary to this chapter, contrary to any other law, or on the basis of false or misleading information shall be revoked pursuant to Section 13(c) of this chapter. Nothing in this chapter shall be construed to vest in any person obtaining and maintaining a tobacco retailer's license any status or right to act as a tobacco retailer in contravention of any provision of law.
- (c) Applicant submissions shall contain the following information:
 - (1) The name, address, and telephone number of each proprietor of the business seeking a license.
 - (2) The business name, address, and telephone number of the location for which a license is sought.

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(3) The name and mailing address authorized by each proprietor to receive all communications and notices required by, authorized by, or convenient to the enforcement of this chapter.

(4) Proof that the location for which a tobacco retailer's license is sought has been issued all necessary state and local licenses for the sale of tobacco products.

(5) Whether or not any proprietor or any agent of the proprietor has admitted violating, or has been found to have violated, this chapter or any other local, state, or federal law governing the sale of tobacco products and, if so, the dates and locations of all such violations within the previous five years.

(6) Such other information as the Department deems necessary for the administration or enforcement of this chapter as specified on the application form required by this section.

(d) A licensed tobacco retailer shall inform the Department in writing of any change in the information submitted on an application for a tobacco retailer's license within 30 calendar days of a change.

Section 7. LICENSE ISSUANCE OR DENIAL.

(a) **ISSUANCE OF LICENSE.** Upon the receipt of a complete and adequate application for a tobacco retailer's license and the license fee required by this chapter, the Department may approve or deny the application for a license, or it may delay action for a reasonable period of time to complete any investigation of the application or the applicant deemed necessary.

(b) **DENIAL OF APPLICATION.** The Department may deny an application for a tobacco retailer's license based on any of the following:

(1) The information presented in the application is inaccurate or false. Intentionally supplying inaccurate or false information shall be a violation of this chapter;

(2) The application seeks authorization for tobacco retailing at a location for which the jurisdiction prohibits a license to be issued;

(3) The application seeks authorization for tobacco retailing for a proprietor to whom this chapter prohibits a license to be issued; or

(4) The application seeks authorization for tobacco retailing in a manner that is prohibited pursuant to this chapter, that is unlawful pursuant to any other chapter of this Code, or that is unlawful pursuant to any other law.

(5) Any other any other reason the granting of a license to the applicant that is not consistent with the requirements of this chapter, including the applicant's history of noncompliance with this chapter and other laws relating to the sale of tobacco products.

Section 8. LICENSE RENEWAL AND EXPIRATION.

(a) RENEWAL OF LICENSE. A tobacco retailer's license is invalid if the appropriate fee has not been timely paid in full or if the term of the license has expired. The term of a tobacco retailer license is 1 year. Each tobacco retailer shall apply for the renewal of their tobacco retailer's license and submit the license fee no later than 30 days prior to expiration of the current license. A retailer that fails to timely submit a renewal application and fee is ineligible for license renewal and must submit a new application pursuant to Section 6.

Section 9. LICENSES NOT TRANSFERABLE, PAST VIOLATIONS AT RETAIL LOCATION.

(a) LICENSES NOT TRANSFERABLE. A tobacco retailer's license may not be transferred from one person to another or from one location to another. A new tobacco retailer's license is required whenever a tobacco retailing location has a change in proprietors.

(b) PAST VIOLATIONS. Notwithstanding any other provision of this chapter, prior violations at a location shall continue to be counted against a location and license ineligibility periods shall continue to apply to a location unless:

(1) the location has been transferred to new proprietor(s) in an arm's length transaction; and

(2) the Department determines that there is adequate documentary evidence submitted by the new proprietor(s) establishing that the new proprietor(s) have acquired the location in an arm's length transaction.

Section 10. LICENSE CONVEYS A LIMITED, CONDITIONAL PRIVILEGE.

Nothing in this chapter shall be construed to grant any person obtaining and maintaining a tobacco retailer's license any status or right other than the limited conditional privilege to act as a tobacco retailer at the location in the Lake County identified on the face of the permit. Nothing in this chapter shall be construed to render inapplicable, supersede, or apply in lieu of, any other provision of applicable law.

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Section 11. FEE FOR LICENSE.

The fee to issue or to renew a tobacco retailer's license shall be established by resolution of the Board of Supervisors and shall be reviewed annually with the master fee schedule. The fee shall be calculated so as to recover the total cost of administration and enforcement of this chapter, including, but not limited to, issuing a license, administering the license program, retailer education, retailer inspection and compliance checks, documentation of violations, and prosecution of violators, ensure the licensee has a hazardous waste management plan for disposal of tobacco product waste but shall not exceed the cost of the administration and enforcement of this chapter. All fees and interest upon proceeds of fees shall be used exclusively to fund the administration and enforcement of this chapter. Fees are nonrefundable except as may be required by law.

Section 12. COMPLIANCE MONITORING.

- (a) Compliance with this chapter shall be monitored by the Department or any law enforcement agency. In addition, the Department may designate additional persons to monitor compliance with this chapter. All licensed premises must be open to inspection by Department staff or designated persons during regular business hours. At the conclusion of any premise inspection, the license holder shall be provided a report, which, among other things, shall note any documented violations and provide the license holder no greater than fourteen (14) days to cure such violations. Any corrections shall be verified via documentation submitted by the license holder and/or in a subsequent inspection after the period to cure has lapsed.
- (b) Prior to the Department's approval or denial of an application for a license, the Department shall inspect each proposed location for which a complete application for a tobacco retail license is submitted and a nonrefundable application fee has been paid.
- (c) The Department shall inspect each tobacco retailer at least one time per 12-month period to ensure compliance with this chapter.
- (d) The Department may conduct compliance checks based on allegations of violations received from the public, as resources allow. In collaboration with law enforcement, compliance checks may involve the participation of persons between the ages of 18 and 20 to enter licensed premises to attempt to purchase tobacco products.
- (e) Nothing in this section shall create a right of action in any licensee or other person against the County or its agents.

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Section 13. SUSPENSION OR REVOCATION OF LICENSE.

(a) FINES, SUSPENSION OR REVOCATION OF LICENSE FOR VIOLATION. In addition to any other penalty authorized by law, the following penalties shall be imposed on a tobacco retailer or licensee if the Department finds, after the licensee is afforded notice and an opportunity to be heard, that the licensee, or any of the licensee's agents or employees, have violated any of the requirements, conditions, or prohibitions of Sections 2 through 5 of this chapter.

- (1) Upon a finding by the Department of a first violation at a location, the license shall be suspended for 30 days and the tobacco retailer shall pay a \$1000 fine.
- (2) Upon a finding by the Department of a second violation at a location within any 60-month period, the license shall be suspended for 90 days and the tobacco retailer shall pay a \$2500 fine.
- (3) Upon a finding by the Department of a third violation at a location within any 60-month period, the license shall be suspended for 120 days and the tobacco retailer shall pay a \$5000 fine.
- (4) Upon a finding by the Department of four or more violations at a location within any 60-month period, the license shall be revoked, and no new license shall issue for the licensee until 5 years have passed from the date of revocation.

(b) APPEAL OF SUSPENSION OR REVOCATION. A decision of the Department to impose penalties under Section 13(a) is appealable to a third-party Hearing Officer designated by the Department and any appeal must be filed in writing with the Department within 10 days of mailing of the Department's decision. The appeal shall comply with the provisions of subsections (b)(1) - (b)(5) below. If such an appeal is timely made, it shall stay enforcement of the appealed action. An appeal to a Hearing Officer is not available for a revocation made pursuant to subsection (c) below.

- (1) Upon determining the existence of any of the grounds pursuant to this chapter for the suspension or revocation of a license, or the imposition of a penalty for tobacco retailing without a license, the Hearing Officer shall issue a notice of intended decision to the licensee, or the person against whom the penalty for tobacco retailing without a license is directed. The notice shall be provided by personal service or by first class mail, postage prepaid, and shall include a copy of the affidavit or certificate of mailing.
- (2) The notice of intended decision shall state all the grounds upon which the revocation, suspension, or imposition of penalty is based.
- (3) The notice of intended decision shall specify the effective date of the action.
- (4) The notice of intended decision shall state that the Department shall give; the licensee, or the person subject to the penalty for tobacco retailing without a license an opportunity to request a hearing thereon. The hearing shall be an informal hearing before the Hearing Officer. Within 30 days of the hearing, or within 10 days if no hearing is requested, the Hearing Officer shall issue a decision and serve the decision.

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(c) REVOCATION OF LICENSE WRONGLY ISSUED. A tobacco retailer's license shall be revoked if the Department finds, after the licensee is afforded notice and an opportunity to be heard, that one or more of the bases for denial of a license under Section 7 existed at the time application was made or at any time before the license issued. The decision by the Department shall be the final decision of the Department.

Section 14. TOBACCO RETAILING WITHOUT A VALID LICENSE.

(a) INELIGIBLE FOR LICENSE. In addition to any other penalty authorized by law, if the Department finds, or if a court of competent jurisdiction determines, after notice and an opportunity to be heard, that any person has engaged in tobacco retailing at a location without a valid tobacco retailer's license, either directly or through the person's agents or employees, the person shall be ineligible to apply for, or to be issued, a tobacco retailer's license as follows:

(1) After a first violation of this section at a location, no new license may issue for the person or the location (unless ownership of the business at the location has been transferred in an arm's length transaction), until 30 days have passed from the date of the violation; and the tobacco retailer will be issued a \$5000 fine for selling without a license. Notification of this violation will be sent to the jurisdiction in which the tobacco retailer was selling without a license.

Section 15. SALE OF TOBACCO PRODUCTS TO MINORS

(a) Any licensee or tobacco retailer who sells, gives, or in any way furnishes to another person who is under 21 years of age any tobacco products resulting in an arrest or citation under the California Penal Code shall result in the suspension of the tobacco retail owner's license pending final disposition of the case. During the period of suspension, the licensee or tobacco retail owner shall be given reasonable notice and an opportunity to demonstrate to the Department that the tobacco products were not sold, given, or in any way furnished to another person who is under 21 years of age.

(1) Upon a finding by the Department of a first violation at a location, the license shall be suspended for 30 days unless final disposition of the case does not result in a conviction.

(2) Upon a finding by the Department of a second violation at a location within any 60-month period, the license shall be suspended for 90 days unless final disposition of the case does not result in a conviction.

(3) Upon a finding by the Department of a third violation at a location within any 60-month period, the license shall be suspended for 120 days unless final disposition of the case does not result in a conviction.

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(4) Upon a finding by the Department of four or more violations at a location within any 60-month period, the license shall be revoked, and no new license shall issue for the licensee until 5 years have passed from the date of revocation unless final disposition of the case does not result in a conviction.

Section 16. ADDITIONAL REMEDIES.

- (a) The remedies provided by this chapter are cumulative and in addition to any other remedies available at law or in equity.
- (b) Whenever evidence of a violation of this chapter is obtained in any part through the participation of a person under the age of 21 years, such person shall not be required to appear or give testimony in any civil or administrative process brought to enforce this chapter and the alleged violation shall be adjudicated based upon the evidence presented.
- (c) In addition to other remedies provided by this chapter or by other law, any violation of this chapter may be remedied by criminal prosecution by the District Attorney and/or, administrative or judicial nuisance abatement proceedings, civil code enforcement proceedings, and suits for injunctive relief.
- (d) For the purposes of the civil remedies provided in this chapter:
 - (1) Each day on which a tobacco product is distributed, sold, or offered for sale in violation of this chapter shall constitute a separate violation of this chapter; and
 - (2) Each individual tobacco product that is distributed, sold, or offered for sale in violation of this chapter shall constitute a separate violation of this chapter.
- (e) All tobacco retailers are responsible for the actions of their employees relating to the sale, offer to sell, and furnishing of tobacco products at the retail location. The sale of any tobacco product by an employee shall be considered an act of the tobacco retailer.

Section 17. EXCEPTIONS.

- (a) Nothing in this chapter prevents the provision of tobacco products to any person as part of an indigenous practice or a lawfully recognized religious or spiritual ceremony or practice.
- (b) Nothing in this chapter shall be construed to penalize the purchase, use, or possession of a tobacco product by any person not engaged in tobacco retailing.

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Section 18. CONSTRUCTION & SEVERABILITY. It is the intent of the Board of Supervisors to supplement applicable state and federal law and not to duplicate or contradict such law and this ordinance shall be construed consistently with that intention. If any section, subsection, subdivision, paragraph, sentence, clause, or phrase of this chapter, or its application to any person or circumstance, is for any reason held to be invalid or unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining sections, subsections, subdivisions, paragraphs, sentences, clauses, or phrases of this chapter, or its application to any other person or circumstance. The Board of Supervisors hereby declares that it would have adopted each section, subsection, subdivision, paragraph, sentence, clause, or phrase hereof, irrespective of the fact that any one or more other sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases hereof be declared invalid or unenforceable.

SECTION III. EFFECTIVE DATE.

This Ordinance shall take effect and be in force from and after January 1, 2025.

SECTION IV.

The Board of Supervisors finds this ordinance is not a project within the meaning of section 15378 of the California Environmental Quality Act (“CEQA”) Guidelines, because there is no potential for it to result in an impact to or physical change in the environment, either directly or indirectly. In the event this ordinance is found to be subject to CEQA, it is exempt from CEQA pursuant to section 15061(b)(3) of the CEQA Guidelines, known as the “Common Sense” exemption, because it can be seen with certainty that there is no possibility of a significant effect on the environment.

1 The foregoing Ordinance was introduced before the Board of Supervisors on the ____ day of _____,
2 2024 and passed by the following vote on the ____ day of _____, 2024.

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AYES:

NOES:

ABSENT OR NOT VOTING:

COUNTY OF LAKE

Chair, Board of Supervisors

ATTEST: SUSAN PARKER
Clerk of the Board of Supervisors

By: _____

APPROVED AS TO FORM:

Lloyd GUINTIVANO
County Counsel



STAFF REPORT	
SUBJECT: Agreement with Axon Enterprise Inc. for the Purchase of Body Worn Cameras, Mobile Audio and Video Systems, Tasers, and Digital Storage for the Police Department	MEETING DATE: June 20, 2024
SUBMITTED BY: Chief Tim Hobbs	
PURPOSE OF REPORT: <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to authorize the police department to enter into a 10-year purchase agreement with Axon Enterprise Inc. to purchase body-worn cameras, mobile audio and video systems, tasers, and digital storage.

BACKGROUND/DISCUSSION:

The Police Department currently contracts with Axon Enterprise Inc. for our body-worn camera system, mobile audio and video (MAV) system, taser program, and cloud-based digital evidence management system.

Body-worn cameras are assigned to sworn personnel, community service officers, and code enforcement. Body-worn camera footage, along with other digital evidence, such as photos, videos, and audio files, are securely stored in the cloud at evidence.com. The current contract approved by this city council in November 2022 costs \$36,429.86 per year and expires in 2026.

Mobile Audio and Video (MAV) systems are installed in all assigned marked patrol vehicles. MAV camera footage is securely stored in the cloud at evidence.com. The current contract, approved by this city council in May 2022, costs \$41,727.54 per year and expires in 2027.

Taser devices are assigned to sworn personnel, community service officers, and code enforcement. Taser data is securely stored in the cloud at evidence.com. The current contract, approved by the city council in July 2019, costs \$17,704.42 per year and expires this year.

The current total cost per year for these three programs is \$95,861.82.

Staff obtained a quote from Axon Enterprises Inc. for a 10-year purchase agreement for twenty-nine (29) body-worn cameras, twenty-nine (29) tasers, and seventeen (17) mobile audio video recorders. The

agreement includes all related hardware and accessories, unlimited secure data storage warranties.

The proposed agreement costs \$99,064.22 per year for a total of \$990,642.37 over its life.

The proposed agreement includes all of the items in our current three separate agreements, plus an additional body-worn camera docking station. It also includes unlimited data storage on the secure cloud-based storage system and replacement warranties for all of the hardware.

No additional cost equipment upgrades are included during the agreement at the following times:

BWC	MAV	Taser
Sept. 2024	August 2029	September 2024
March 2027	August 2034	March 2030
Sept. 2029		
March 2032		
Sept. 2034		

Staff recommends that the City Council waive competitive bidding and approve the Chief of Police to enter into a 10-year agreement with Axon for the purchase of body-worn cameras, mobile audio and video systems, and tasers. The agreement is based on a per-user count, so staff recommends the City Council further authorize the Chief of Police, with the approval of the City Manager, to add additional users to the agreement during the term of the agreement.

OPTIONS:

1. Authorize the Chief of Police to enter into a 10-year contract with Axon Enterprise Inc. for body-worn cameras, mobile audio and video systems, tasers, and digital storage for the police department and waive the competitive formal bidding process.
2. Provide direction to staff.

FISCAL IMPACT:

None \$990,642.37 across 10 years Budgeted Item? Yes No

Budget Adjustment Needed? Yes No If yes, amount of appropriation increase: \$

Affected fund(s): General Fund Measure P Fund Measure V Fund Other: Code Enf.

Comments: The total cost of the 10-year agreement is \$990,642.37, with a per-year cost of \$99,064.22.

STRATEGIC PLAN IMPACT:

- Goal #1: Make Clearlake a Visibly Cleaner City
- Goal #2: Make Clearlake a Statistically Safer City
- Goal #3: Improve the Quality of Life in Clearlake with Improved Public Facilities
- Goal #4: Improve the Image of Clearlake
- Goal #5: Ensure Fiscal Sustainability of City
- Goal #6: Update Policies and Procedures to Current Government Standards

SUGGESTED MOTIONS:

1. Authorize the Chief of Police to enter into a 10-year contract with Axon Enterprises Inc. for the purchase of body-worn cameras, mobile audio and video systems, and taser products and waive the competitive formal bidding process.

- Attachments:**
- 1) Axon Quote
 - 2) Axon Terms of Service



Axon Enterprise, Inc.
 17800 N 85th St.
 Scottsdale, Arizona 85255
 United States
 VAT: 86-0741227
 Domestic: (800) 978-2737
 International: +1.800.978.2737

Q

Issued: 06/12/2024

Quote Expiration: 06/30/2024

Estimated Contract Start Date: 09/01/2024

Account Number: 109396
 Payment Terms: N30
 Delivery Method:

SHIP TO	BILL TO
Clearlake Police Dept. - CA 14050 Olympic Dr Clearlake, CA 95422-8801 USA	Clearlake Police Dept. - CA 14050 Olympic Dr Clearlake CA 95422-8801 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
Ryley Pladson Phone: Email: rpladson@axon.com Fax:	Martin Snyder Phone: (707) 994-8251 Email: msnyder@clearlakepd.org Fax: (707) 994-8918

Quote Summary

Program Length	121.4516 Months
TOTAL COST	\$956,837.51
ESTIMATED TOTAL W/ TAX	\$990,642.37

Discount Summary

Average Savings Per Year	\$38,228.76
TOTAL SAVINGS	\$386,911.96

Payment Summary

Date	Subtotal	Tax	Total
Aug 2024	\$95,683.76	\$3,380.47	\$99,064.23
Aug 2025	\$95,683.75	\$3,380.47	\$99,064.22
Aug 2026	\$95,683.75	\$3,380.47	\$99,064.22
Aug 2027	\$95,683.75	\$3,380.47	\$99,064.22
Aug 2028	\$95,683.75	\$3,380.47	\$99,064.22
Aug 2029	\$95,683.75	\$3,380.47	\$99,064.22
Aug 2030	\$95,683.75	\$3,380.47	\$99,064.22
Aug 2031	\$95,683.75	\$3,380.47	\$99,064.22
Aug 2032	\$95,683.75	\$3,380.47	\$99,064.22
Aug 2033	\$95,683.75	\$3,380.63	\$99,064.38
Total	\$956,837.51	\$33,804.86	\$990,642.37

Quote Unbundled Price:
 Quote List Price:
 Quote Subtotal:

Section J, Item 19.

\$1,168,628.07
 \$956,837.51

Pricing

All deliverables are detailed in Delivery Schedules section lower in proposal

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
Program									
100553	TRANSFER CREDIT - SOFTWARE AND SERVICES	1			\$1.00	(\$16,429.72)	(\$16,429.72)	\$0.00	(\$16,429.72)
73352	TRUE UP - BWC HARDWARE FINANCING	33	1		\$23.30	\$23.30	\$768.90	\$67.27	\$836.17
100552	TRANSFER CREDIT - GOODS	1			\$1.00	\$39,994.73	\$39,994.73	\$3,499.53	\$43,494.26
Fleet3ARe	Fleet 3 Advanced Renewal	17	60	\$231.92	\$189.57	\$173.08	\$176,541.60	\$3,718.05	\$180,259.65
C00011	BUNDLE - TASER 10 CERTIFICATION 10YR	29	120	\$103.66	\$90.05	\$90.05	\$313,374.00	\$22,833.97	\$336,207.97
BWCamTAP10Yr	Body Worn Camera TAP 10 Year Bundle	29	120	\$43.47	\$37.46	\$0.00	\$0.00	\$0.00	\$0.00
BWCamMBDTAP10Year	Body Worn Camera Multi-Bay Dock TAP 10 Year Bundle	4	120	\$78.27	\$39.98	\$0.00	\$0.00	\$0.00	\$0.00
Fleet3ARe	Fleet 3 Advanced Renewal	17	60	\$233.95	\$189.57	\$189.57	\$193,361.40	\$3,686.04	\$197,047.44
A la Carte Hardware									
H00002	AB4 Multi Bay Dock Bundle	1			\$1,638.90	\$0.00	\$0.00	\$0.00	\$0.00
H00001	AB4 Camera Bundle	29			\$849.00	\$0.00	\$0.00	\$0.00	\$0.00
H00002	AB4 Multi Bay Dock Bundle	3			\$1,638.90	\$0.00	\$0.00	\$0.00	\$0.00
A la Carte Software									
73449	AXON RESPOND - LICENSE	30	1		\$5.20	\$0.00	\$0.00	\$0.00	\$0.00
73739	AXON PERFORMANCE - LICENSE	30	1		\$10.00	\$0.00	\$0.00	\$0.00	\$0.00
73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	30	1		\$25.00	\$0.00	\$0.00	\$0.00	\$0.00
20248	AXON TASER - EVIDENCE.COM LICENSE	25	1		\$5.20	\$0.00	\$0.00	\$0.00	\$0.00
73449	AXON RESPOND - LICENSE	29	120		\$6.30	\$6.30	\$21,924.00	\$0.00	\$21,924.00
73739	AXON PERFORMANCE - LICENSE	29	120		\$12.12	\$12.12	\$42,177.60	\$0.00	\$42,177.60
73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	29	120		\$30.29	\$30.29	\$105,409.20	\$0.00	\$105,409.20
ProLicense	Pro License Bundle	6	1		\$40.00	\$0.00	\$0.00	\$0.00	\$0.00
BasicLicense	Basic License Bundle	28	1		\$15.00	\$0.00	\$0.00	\$0.00	\$0.00
BasicLicense	Basic License Bundle	24	120		\$18.17	\$18.01	\$51,868.80	\$0.00	\$51,868.80
ProLicense	Pro License Bundle	6	120		\$48.47	\$0.00	\$0.00	\$0.00	\$0.00
A la Carte Services									
20247	AXON TASER 7 - ONLINE TRAINING CONTENT LICENSE	24	1		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
20246	AXON TASER 7 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	24	1		\$2.70	\$0.00	\$0.00	\$0.00	\$0.00
101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1			\$2,500.00	\$2,500.00	\$2,500.00	\$0.00	\$2,500.00
A la Carte Warranties									
80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK	4	1		\$16.28	\$0.00	\$0.00	\$0.00	\$0.00
80464	AXON BODY - TAP WARRANTY - CAMERA	31	1		\$10.35	\$0.00	\$0.00	\$0.00	\$0.00
73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	17	44		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11641	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 1YR	17			\$213.00	\$213.00	\$3,621.00	\$0.00	\$3,621.00
11641	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 1YR	17			\$213.00	\$213.00	\$3,621.00	\$0.00	\$3,621.00
11521	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS	17			\$1,065.00	\$1,065.00	\$18,105.00	\$0.00	\$18,105.00

RENEWAL - 5YR			
Total		\$956,837.51	\$33,804.86 \$990,642.37

Delivery Schedule

Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
AB4 Camera Bundle	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK	29	1	09/15/2024
AB4 Camera Bundle	100466	AXON BODY 4 - CABLE - USB-C TO USB-C	32	1	09/15/2024
AB4 Camera Bundle	74028	AXON BODY - MOUNT - WING CLIP RAPIDLOCK	32	1	09/15/2024
AB4 Multi Bay Dock Bundle	100206	AXON BODY 4 - DOCK - EIGHT BAY	3	1	09/15/2024
AB4 Multi Bay Dock Bundle	100206	AXON BODY 4 - DOCK - EIGHT BAY	1	1	09/15/2024
AB4 Multi Bay Dock Bundle	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	3	1	09/15/2024
AB4 Multi Bay Dock Bundle	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	1	1	09/15/2024
AB4 Multi Bay Dock Bundle	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	3	1	09/15/2024
AB4 Multi Bay Dock Bundle	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	1	1	09/15/2024
BUNDLE - TASER 10 CERTIFICATION 10YR	100390	AXON TASER 10 - HANDLE - YELLOW CLASS 3R	29	2	09/15/2024
BUNDLE - TASER 10 CERTIFICATION 10YR	100393	AXON TASER 10 - MAGAZINE - LIVE DUTY BLACK	29	1	09/15/2024
BUNDLE - TASER 10 CERTIFICATION 10YR	100394	AXON TASER 10 - MAGAZINE - HALT TRAINING BLUE	4	1	09/15/2024
BUNDLE - TASER 10 CERTIFICATION 10YR	100395	AXON TASER 10 - MAGAZINE - LIVE TRAINING PURPLE	3	1	09/15/2024
BUNDLE - TASER 10 CERTIFICATION 10YR	100396	AXON TASER 10 - MAGAZINE - INERT RED	29	1	09/15/2024
BUNDLE - TASER 10 CERTIFICATION 10YR	100399	AXON TASER 10 - CARTRIDGE - LIVE	580	1	09/15/2024
BUNDLE - TASER 10 CERTIFICATION 10YR	100400	AXON TASER 10 - CARTRIDGE - HALT	180	1	09/15/2024
BUNDLE - TASER 10 CERTIFICATION 10YR	100401	AXON TASER 10 - CARTRIDGE - INERT	290	1	09/15/2024
BUNDLE - TASER 10 CERTIFICATION 10YR	100611	AXON TASER 10 - SAFARILAND HOLSTER - RH	29	1	09/15/2024
BUNDLE - TASER 10 CERTIFICATION 10YR	100623	AXON TASER - TRAINING - ENHANCED HALT SUIT V2	1	1	09/15/2024
BUNDLE - TASER 10 CERTIFICATION 10YR	20018	AXON TASER - BATTERY PACK - TACTICAL	29	1	09/15/2024
BUNDLE - TASER 10 CERTIFICATION 10YR	20018	AXON TASER - BATTERY PACK - TACTICAL	5	1	09/15/2024
BUNDLE - TASER 10 CERTIFICATION 10YR	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	1	1	09/15/2024
BUNDLE - TASER 10 CERTIFICATION 10YR	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	1	1	09/15/2024
BUNDLE - TASER 10 CERTIFICATION 10YR	74200	AXON TASER - DOCK - SIX BAY PLUS CORE	1	1	09/15/2024
BUNDLE - TASER 10 CERTIFICATION 10YR	80087	AXON TASER - TARGET - CONDUCTIVE PROFESSIONAL RUGGEDIZED	1	1	09/15/2024
BUNDLE - TASER 10 CERTIFICATION 10YR	80090	AXON TASER - TARGET FRAME - PROFESSIONAL 27.5 IN X 75 IN	1	1	09/15/2024
BUNDLE - TASER 10 CERTIFICATION 10YR	100399	AXON TASER 10 - CARTRIDGE - LIVE	90	1	09/15/2025
BUNDLE - TASER 10 CERTIFICATION 10YR	100400	AXON TASER 10 - CARTRIDGE - HALT	240	1	09/15/2025
BUNDLE - TASER 10 CERTIFICATION 10YR	100399	AXON TASER 10 - CARTRIDGE - LIVE	90	1	09/15/2026
BUNDLE - TASER 10 CERTIFICATION 10YR	100400	AXON TASER 10 - CARTRIDGE - HALT	230	1	09/15/2026
Body Worn Camera Multi-Bay Dock TAP 10 Year Bundle	73689	AXON BODY - TAP REFRESH 1 - DOCK MULTI BAY	4	1	03/15/2027
Body Worn Camera TAP 10 Year Bundle	73309	AXON BODY - TAP REFRESH 1 - CAMERA	29	1	03/15/2027
BUNDLE - TASER 10 CERTIFICATION 10YR	100399	AXON TASER 10 - CARTRIDGE - LIVE	90	1	09/15/2027
BUNDLE - TASER 10 CERTIFICATION 10YR	100400	AXON TASER 10 - CARTRIDGE - HALT	230	1	09/15/2027
BUNDLE - TASER 10 CERTIFICATION 10YR	100399	AXON TASER 10 - CARTRIDGE - LIVE	80	1	09/15/2028
BUNDLE - TASER 10 CERTIFICATION 10YR	100400	AXON TASER 10 - CARTRIDGE - HALT	230	1	09/15/2028
Fleet 3 Advanced Renewal	72040	AXON FLEET - TAP REFRESH 1 - 2 CAMERA KIT	17	1	08/15/2029
Body Worn Camera Multi-Bay Dock TAP 10 Year Bundle	73688	AXON BODY - TAP REFRESH 2 - DOCK MULTI BAY	4	1	09/15/2029
Body Worn Camera TAP 10 Year Bundle	73310	AXON BODY - TAP REFRESH 2 - CAMERA	29	1	09/15/2029
BUNDLE - TASER 10 CERTIFICATION 10YR	20242	AXON TASER - CERTIFICATION PROGRAM YEAR 6-10 HARDWARE	29	1	03/15/2030
Body Worn Camera Multi-Bay Dock TAP 10 Year Bundle	73347	AXON BODY - TAP REFRESH 3 - DOCK MULTI BAY	4	1	03/15/2032
Body Worn Camera TAP 10 Year Bundle	73345	AXON BODY - TAP REFRESH 3 - CAMERA	29	1	03/15/2032
Body Worn Camera Multi-Bay Dock TAP 10 Year Bundle	73348	AXON BODY - TAP REFRESH 4 - DOCK MULTI BAY	4	1	08/15/2034
Body Worn Camera TAP 10 Year Bundle	73346	AXON BODY - TAP REFRESH 4 - CAMERA	29	1	08/15/2034
Fleet 3 Advanced Renewal	72040	AXON FLEET - TAP REFRESH 1 - 2 CAMERA KIT	17	1	08/15/2034

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
A la Carte	20248	AXON TASER - EVIDENCE.COM LICENSE	25	09/01/2024	09/30/2024
Basic License Bundle	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	28	09/15/2024	10/14/2024
Basic License Bundle	73840	AXON EVIDENCE - ECOM LICENSE - BASIC	28	09/15/2024	10/14/2024
Fleet 3 Advanced Renewal	80400	AXON EVIDENCE - FLEET VEHICLE LICENSE	17	09/15/2024	09/14/2029
Fleet 3 Advanced Renewal	80401	AXON FLEET 3 - ALPR LICENSE - 1 CAMERA	17	09/15/2024	09/14/2029
Fleet 3 Advanced Renewal	80402	AXON RESPOND - LICENSE - FLEET 3	17	09/15/2024	09/14/2029
Fleet 3 Advanced Renewal	80410	AXON EVIDENCE - STORAGE - FLEET 1 CAMERA UNLIMITED	34	09/15/2024	09/14/2029
Pro License Bundle	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	18	09/15/2024	10/14/2024
Pro License Bundle	73746	AXON EVIDENCE - ECOM LICENSE - PRO	6	09/15/2024	10/14/2024
A la Carte	73449	AXON RESPOND - LICENSE	30	09/15/2024	10/14/2024
A la Carte	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	30	09/15/2024	10/14/2024
A la Carte	73739	AXON PERFORMANCE - LICENSE	30	09/15/2024	10/14/2024
Basic License Bundle	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	24	10/15/2024	10/14/2034
Basic License Bundle	73840	AXON EVIDENCE - ECOM LICENSE - BASIC	24	10/15/2024	10/14/2034
BUNDLE - TASER 10 CERTIFICATION 10YR	101180	AXON TASER - DATA SCIENCE PROGRAM	29	10/15/2024	10/14/2034
BUNDLE - TASER 10 CERTIFICATION 10YR	20248	AXON TASER - EVIDENCE.COM LICENSE	29	10/15/2024	10/14/2034
BUNDLE - TASER 10 CERTIFICATION 10YR	20248	AXON TASER - EVIDENCE.COM LICENSE	1	10/15/2024	10/14/2034
Pro License Bundle	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	18	10/15/2024	10/14/2034
Pro License Bundle	73746	AXON EVIDENCE - ECOM LICENSE - PRO	6	10/15/2024	10/14/2034
A la Carte	73449	AXON RESPOND - LICENSE	29	10/15/2024	10/14/2034
A la Carte	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	29	10/15/2024	10/14/2034
A la Carte	73739	AXON PERFORMANCE - LICENSE	29	10/15/2024	10/14/2034
Fleet 3 Advanced Renewal	80400	AXON EVIDENCE - FLEET VEHICLE LICENSE	17	09/15/2029	09/14/2034
Fleet 3 Advanced Renewal	80401	AXON FLEET 3 - ALPR LICENSE - 1 CAMERA	17	09/15/2029	09/14/2034
Fleet 3 Advanced Renewal	80402	AXON RESPOND - LICENSE - FLEET 3	17	09/15/2029	09/14/2034
Fleet 3 Advanced Renewal	80410	AXON EVIDENCE - STORAGE - FLEET 1 CAMERA UNLIMITED	34	09/15/2029	09/14/2034

Services

Bundle	Item	Description	QTY
BUNDLE - TASER 10 CERTIFICATION 10YR	100751	AXON TASER 10 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	29
BUNDLE - TASER 10 CERTIFICATION 10YR	101193	AXON TASER - ON DEMAND CERTIFICATION	1
Fleet 3 Advanced Renewal	73392	AXON FLEET 3 - INSTALLATION - UPGRADE (PER VEHICLE)	17
Fleet 3 Advanced Renewal	73392	AXON FLEET 3 - INSTALLATION - UPGRADE (PER VEHICLE)	17
A la Carte	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1
A la Carte	20246	AXON TASER 7 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	24
A la Carte	20247	AXON TASER 7 - ONLINE TRAINING CONTENT LICENSE	24

Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
A la Carte	11521	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 5YR	17		
A la Carte	11641	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 1YR	17		

Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
A la Carte	11641	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 1YR	17		
A la Carte	80464	AXON BODY - TAP WARRANTY - CAMERA	31	09/01/2024	10/14/2024
A la Carte	80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK	4	09/01/2024	10/14/2024
Fleet 3 Advanced Renewal	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	17	09/15/2024	08/31/2029
A la Carte	73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	17	09/15/2024	04/30/2028
Body Worn Camera Multi-Bay Dock TAP 10 Year Bundle	80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK	4	09/15/2025	10/14/2034
Body Worn Camera TAP 10 Year Bundle	80464	AXON BODY - TAP WARRANTY - CAMERA	29	09/15/2025	10/14/2034
BUNDLE - TASER 10 CERTIFICATION 10YR	100704	AXON TASER 10 - EXT WARRANTY - HANDLE	29	09/15/2025	10/14/2034
BUNDLE - TASER 10 CERTIFICATION 10YR	80374	AXON TASER 7 - EXT WARRANTY - BATTERY PACK	29	09/15/2025	10/14/2034
BUNDLE - TASER 10 CERTIFICATION 10YR	80374	AXON TASER 7 - EXT WARRANTY - BATTERY PACK	5	09/15/2025	10/14/2034
BUNDLE - TASER 10 CERTIFICATION 10YR	80396	AXON TASER 7 - EXT WARRANTY - DOCK SIX BAY	1	09/15/2025	10/14/2034
Fleet 3 Advanced Renewal	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	17	08/15/2030	09/14/2034

Shipping Locations

Location Number	Street	City	State	Zip	Country
1	14050 Olympic Dr	Clearlake	CA	95422-8801	USA
2	14050 Olympic Dr	Clearlake	CA	95422-8801	USA

Payment Details

Aug 2024						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 1	100552	TRANSFER CREDIT - GOODS	1	\$3,999.47	\$349.95	\$4,349.42
Annual Payment 1	100553	TRANSFER CREDIT - SOFTWARE AND SERVICES	1	(\$1,642.97)	\$0.00	(\$1,642.97)
Annual Payment 1	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$250.00	\$0.00	\$250.00
Annual Payment 1	11521	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 5YR	17	\$1,810.50	\$0.00	\$1,810.50
Annual Payment 1	11641	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 1YR	17	\$362.10	\$0.00	\$362.10
Annual Payment 1	11641	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 1YR	17	\$362.10	\$0.00	\$362.10
Annual Payment 1	20246	AXON TASER 7 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	24	\$0.00	\$0.00	\$0.00
Annual Payment 1	20247	AXON TASER 7 - ONLINE TRAINING CONTENT LICENSE	24	\$0.00	\$0.00	\$0.00
Annual Payment 1	20248	AXON TASER - EVIDENCE.COM LICENSE	25	\$0.00	\$0.00	\$0.00
Annual Payment 1	73352	TRUE UP - BWC HARDWARE FINANCING	33	\$76.89	\$6.73	\$83.62
Annual Payment 1	73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	17	\$0.00	\$0.00	\$0.00
Annual Payment 1	73449	AXON RESPOND - LICENSE	30	\$0.00	\$0.00	\$0.00
Annual Payment 1	73449	AXON RESPOND - LICENSE	29	\$2,192.40	\$0.00	\$2,192.40
Annual Payment 1	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	30	\$0.00	\$0.00	\$0.00
Annual Payment 1	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	29	\$10,540.92	\$0.00	\$10,540.92
Annual Payment 1	73739	AXON PERFORMANCE - LICENSE	30	\$0.00	\$0.00	\$0.00
Annual Payment 1	73739	AXON PERFORMANCE - LICENSE	29	\$4,217.76	\$0.00	\$4,217.76
Annual Payment 1	80464	AXON BODY - TAP WARRANTY - CAMERA	31	\$0.00	\$0.00	\$0.00
Annual Payment 1	80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK	4	\$0.00	\$0.00	\$0.00
Annual Payment 1	BasicLicense	Basic License Bundle	28	\$0.00	\$0.00	\$0.00
Annual Payment 1	BasicLicense	Basic License Bundle	24	\$5,186.88	\$0.00	\$5,186.88
Annual Payment 1	BWCamMBDTAP10Year	Body Worn Camera Multi-Bay Dock TAP 10 Year Bundle	4	\$0.00	\$0.00	\$0.00
Annual Payment 1	BWCamTAP10Yr	Body Worn Camera TAP 10 Year Bundle	29	\$0.00	\$0.00	\$0.00
Annual Payment 1	C00011	BUNDLE - TASER 10 CERTIFICATION 10YR	29	\$31,337.41	\$2,283.39	\$33,620.80
Annual Payment 1	Fleet3ARe	Fleet 3 Advanced Renewal	17	\$17,654.17	\$371.80	\$18,025.97
Annual Payment 1	Fleet3ARe	Fleet 3 Advanced Renewal	17	\$19,336.13	\$368.60	\$19,704.73
Annual Payment 1	H00001	AB4 Camera Bundle	29	\$0.00	\$0.00	\$0.00
Annual Payment 1	H00002	AB4 Multi Bay Dock Bundle	1	\$0.00	\$0.00	\$0.00
Annual Payment 1	H00002	AB4 Multi Bay Dock Bundle	3	\$0.00	\$0.00	\$0.00
Annual Payment 1	ProLicense	Pro License Bundle	6	\$0.00	\$0.00	\$0.00
Annual Payment 1	ProLicense	Pro License Bundle	6	\$0.00	\$0.00	\$0.00
Total				\$95,683.76	\$3,380.47	\$99,064.23

Oct 2024						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Invoice Upon Fulfillment	BWCamMBDTAP10Year	Body Worn Camera Multi-Bay Dock TAP 10 Year Bundle	4	\$0.00	\$0.00	\$0.00
Invoice Upon Fulfillment	BWCamTAP10Yr	Body Worn Camera TAP 10 Year Bundle	29	\$0.00	\$0.00	\$0.00
Total				\$0.00	\$0.00	\$0.00

Aug 2025

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 2	100552	TRANSFER CREDIT - GOODS	1	\$3,999.47	\$349.95	\$4,349.42
Annual Payment 2	100553	TRANSFER CREDIT - SOFTWARE AND SERVICES	1	(\$1,642.97)	\$0.00	(\$1,642.97)
Annual Payment 2	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$250.00	\$0.00	\$250.00
Annual Payment 2	11521	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 5YR	17	\$1,810.50	\$0.00	\$1,810.50
Annual Payment 2	11641	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 1YR	17	\$362.10	\$0.00	\$362.10
Annual Payment 2	11641	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 1YR	17	\$362.10	\$0.00	\$362.10
Annual Payment 2	20246	AXON TASER 7 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	24	\$0.00	\$0.00	\$0.00
Annual Payment 2	20247	AXON TASER 7 - ONLINE TRAINING CONTENT LICENSE	24	\$0.00	\$0.00	\$0.00
Annual Payment 2	20248	AXON TASER - EVIDENCE.COM LICENSE	25	\$0.00	\$0.00	\$0.00
Annual Payment 2	73352	TRUE UP - BWC HARDWARE FINANCING	33	\$76.89	\$6.73	\$83.62
Annual Payment 2	73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	17	\$0.00	\$0.00	\$0.00
Annual Payment 2	73449	AXON RESPOND - LICENSE	30	\$0.00	\$0.00	\$0.00
Annual Payment 2	73449	AXON RESPOND - LICENSE	29	\$2,192.40	\$0.00	\$2,192.40
Annual Payment 2	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	30	\$0.00	\$0.00	\$0.00
Annual Payment 2	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	29	\$10,540.92	\$0.00	\$10,540.92
Annual Payment 2	73739	AXON PERFORMANCE - LICENSE	30	\$0.00	\$0.00	\$0.00
Annual Payment 2	73739	AXON PERFORMANCE - LICENSE	29	\$4,217.76	\$0.00	\$4,217.76
Annual Payment 2	80464	AXON BODY - TAP WARRANTY - CAMERA	31	\$0.00	\$0.00	\$0.00
Annual Payment 2	80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK	4	\$0.00	\$0.00	\$0.00
Annual Payment 2	BasicLicense	Basic License Bundle	28	\$0.00	\$0.00	\$0.00
Annual Payment 2	BasicLicense	Basic License Bundle	24	\$5,186.88	\$0.00	\$5,186.88
Annual Payment 2	BWCamMBDTAP10Year	Body Worn Camera Multi-Bay Dock TAP 10 Year Bundle	4	\$0.00	\$0.00	\$0.00
Annual Payment 2	BWCamTAP10Yr	Body Worn Camera TAP 10 Year Bundle	29	\$0.00	\$0.00	\$0.00
Annual Payment 2	C00011	BUNDLE - TASER 10 CERTIFICATION 10YR	29	\$31,337.40	\$2,283.39	\$33,620.79
Annual Payment 2	Fleet3ARe	Fleet 3 Advanced Renewal	17	\$17,654.17	\$371.80	\$18,025.97
Annual Payment 2	Fleet3ARe	Fleet 3 Advanced Renewal	17	\$19,336.13	\$368.60	\$19,704.73
Annual Payment 2	H00001	AB4 Camera Bundle	29	\$0.00	\$0.00	\$0.00
Annual Payment 2	H00002	AB4 Multi Bay Dock Bundle	1	\$0.00	\$0.00	\$0.00
Annual Payment 2	H00002	AB4 Multi Bay Dock Bundle	3	\$0.00	\$0.00	\$0.00
Annual Payment 2	ProLicense	Pro License Bundle	6	\$0.00	\$0.00	\$0.00
Annual Payment 2	ProLicense	Pro License Bundle	6	\$0.00	\$0.00	\$0.00
Total				\$95,683.75	\$3,380.47	\$99,064.22

Aug 2026

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 3	100552	TRANSFER CREDIT - GOODS	1	\$3,999.47	\$349.95	\$4,349.42
Annual Payment 3	100553	TRANSFER CREDIT - SOFTWARE AND SERVICES	1	(\$1,642.97)	\$0.00	(\$1,642.97)
Annual Payment 3	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$250.00	\$0.00	\$250.00
Annual Payment 3	11521	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 5YR	17	\$1,810.50	\$0.00	\$1,810.50
Annual Payment 3	11641	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 1YR	17	\$362.10	\$0.00	\$362.10
Annual Payment 3	11641	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 1YR	17	\$362.10	\$0.00	\$362.10
Annual Payment 3	20246	AXON TASER 7 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	24	\$0.00	\$0.00	\$0.00
Annual Payment 3	20247	AXON TASER 7 - ONLINE TRAINING CONTENT LICENSE	24	\$0.00	\$0.00	\$0.00
Annual Payment 3	20248	AXON TASER - EVIDENCE.COM LICENSE	25	\$0.00	\$0.00	\$0.00
Annual Payment 3	73352	TRUE UP - BWC HARDWARE FINANCING	33	\$76.89	\$6.73	\$83.62
Annual Payment 3	73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	17	\$0.00	\$0.00	\$0.00
Annual Payment 3	73449	AXON RESPOND - LICENSE	30	\$0.00	\$0.00	\$0.00
Annual Payment 3	73449	AXON RESPOND - LICENSE	29	\$2,192.40	\$0.00	\$2,192.40
Annual Payment 3	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	30	\$0.00	\$0.00	\$0.00
Annual Payment 3	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	29	\$10,540.92	\$0.00	\$10,540.92

Aug 2026

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 3	73739	AXON PERFORMANCE - LICENSE	30	\$0.00	\$0.00	\$0.00
Annual Payment 3	73739	AXON PERFORMANCE - LICENSE	29	\$4,217.76	\$0.00	\$4,217.76
Annual Payment 3	80464	AXON BODY - TAP WARRANTY - CAMERA	31	\$0.00	\$0.00	\$0.00
Annual Payment 3	80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK	4	\$0.00	\$0.00	\$0.00
Annual Payment 3	BasicLicense	Basic License Bundle	28	\$0.00	\$0.00	\$0.00
Annual Payment 3	BasicLicense	Basic License Bundle	24	\$5,186.88	\$0.00	\$5,186.88
Annual Payment 3	BWCamMBDTAP10Year	Body Worn Camera Multi-Bay Dock TAP 10 Year Bundle	4	\$0.00	\$0.00	\$0.00
Annual Payment 3	BWCamTAP10Yr	Body Worn Camera TAP 10 Year Bundle	29	\$0.00	\$0.00	\$0.00
Annual Payment 3	C00011	BUNDLE - TASER 10 CERTIFICATION 10YR	29	\$31,337.40	\$2,283.39	\$33,620.79
Annual Payment 3	Fleet3ARe	Fleet 3 Advanced Renewal	17	\$17,654.17	\$371.80	\$18,025.97
Annual Payment 3	Fleet3ARe	Fleet 3 Advanced Renewal	17	\$19,336.13	\$368.60	\$19,704.73
Annual Payment 3	H00001	AB4 Camera Bundle	29	\$0.00	\$0.00	\$0.00
Annual Payment 3	H00002	AB4 Multi Bay Dock Bundle	1	\$0.00	\$0.00	\$0.00
Annual Payment 3	H00002	AB4 Multi Bay Dock Bundle	3	\$0.00	\$0.00	\$0.00
Annual Payment 3	ProLicense	Pro License Bundle	6	\$0.00	\$0.00	\$0.00
Annual Payment 3	ProLicense	Pro License Bundle	6	\$0.00	\$0.00	\$0.00
Total				\$95,683.75	\$3,380.47	\$99,064.22

Aug 2027

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 4	100552	TRANSFER CREDIT - GOODS	1	\$3,999.47	\$349.95	\$4,349.42
Annual Payment 4	100553	TRANSFER CREDIT - SOFTWARE AND SERVICES	1	(\$1,642.97)	\$0.00	(\$1,642.97)
Annual Payment 4	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$250.00	\$0.00	\$250.00
Annual Payment 4	11521	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 5YR	17	\$1,810.50	\$0.00	\$1,810.50
Annual Payment 4	11641	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 1YR	17	\$362.10	\$0.00	\$362.10
Annual Payment 4	11641	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 1YR	17	\$362.10	\$0.00	\$362.10
Annual Payment 4	20246	AXON TASER 7 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	24	\$0.00	\$0.00	\$0.00
Annual Payment 4	20247	AXON TASER 7 - ONLINE TRAINING CONTENT LICENSE	24	\$0.00	\$0.00	\$0.00
Annual Payment 4	20248	AXON TASER - EVIDENCE.COM LICENSE	25	\$0.00	\$0.00	\$0.00
Annual Payment 4	73352	TRUE UP - BWC HARDWARE FINANCING	33	\$76.89	\$6.73	\$83.62
Annual Payment 4	73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	17	\$0.00	\$0.00	\$0.00
Annual Payment 4	73449	AXON RESPOND - LICENSE	30	\$0.00	\$0.00	\$0.00
Annual Payment 4	73449	AXON RESPOND - LICENSE	29	\$2,192.40	\$0.00	\$2,192.40
Annual Payment 4	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	30	\$0.00	\$0.00	\$0.00
Annual Payment 4	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	29	\$10,540.92	\$0.00	\$10,540.92
Annual Payment 4	73739	AXON PERFORMANCE - LICENSE	30	\$0.00	\$0.00	\$0.00
Annual Payment 4	73739	AXON PERFORMANCE - LICENSE	29	\$4,217.76	\$0.00	\$4,217.76
Annual Payment 4	80464	AXON BODY - TAP WARRANTY - CAMERA	31	\$0.00	\$0.00	\$0.00
Annual Payment 4	80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK	4	\$0.00	\$0.00	\$0.00
Annual Payment 4	BasicLicense	Basic License Bundle	28	\$0.00	\$0.00	\$0.00
Annual Payment 4	BasicLicense	Basic License Bundle	24	\$5,186.88	\$0.00	\$5,186.88
Annual Payment 4	BWCamMBDTAP10Year	Body Worn Camera Multi-Bay Dock TAP 10 Year Bundle	4	\$0.00	\$0.00	\$0.00
Annual Payment 4	BWCamTAP10Yr	Body Worn Camera TAP 10 Year Bundle	29	\$0.00	\$0.00	\$0.00
Annual Payment 4	C00011	BUNDLE - TASER 10 CERTIFICATION 10YR	29	\$31,337.40	\$2,283.39	\$33,620.79
Annual Payment 4	Fleet3ARe	Fleet 3 Advanced Renewal	17	\$17,654.17	\$371.80	\$18,025.97
Annual Payment 4	Fleet3ARe	Fleet 3 Advanced Renewal	17	\$19,336.13	\$368.60	\$19,704.73
Annual Payment 4	H00001	AB4 Camera Bundle	29	\$0.00	\$0.00	\$0.00
Annual Payment 4	H00002	AB4 Multi Bay Dock Bundle	1	\$0.00	\$0.00	\$0.00
Annual Payment 4	H00002	AB4 Multi Bay Dock Bundle	3	\$0.00	\$0.00	\$0.00
Annual Payment 4	ProLicense	Pro License Bundle	6	\$0.00	\$0.00	\$0.00
Annual Payment 4	ProLicense	Pro License Bundle	6	\$0.00	\$0.00	\$0.00

Aug 2027

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Total				\$95,683.75	\$3,380.47	\$99,064.22

Aug 2028

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 5	100552	TRANSFER CREDIT - GOODS	1	\$3,999.47	\$349.95	\$4,349.42
Annual Payment 5	100553	TRANSFER CREDIT - SOFTWARE AND SERVICES	1	(\$1,642.97)	\$0.00	(\$1,642.97)
Annual Payment 5	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$250.00	\$0.00	\$250.00
Annual Payment 5	11521	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 5YR	17	\$1,810.50	\$0.00	\$1,810.50
Annual Payment 5	11641	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 1YR	17	\$362.10	\$0.00	\$362.10
Annual Payment 5	11641	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 1YR	17	\$362.10	\$0.00	\$362.10
Annual Payment 5	20246	AXON TASER 7 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	24	\$0.00	\$0.00	\$0.00
Annual Payment 5	20247	AXON TASER 7 - ONLINE TRAINING CONTENT LICENSE	24	\$0.00	\$0.00	\$0.00
Annual Payment 5	20248	AXON TASER - EVIDENCE.COM LICENSE	25	\$0.00	\$0.00	\$0.00
Annual Payment 5	73352	TRUE UP - BWC HARDWARE FINANCING	33	\$76.89	\$6.73	\$83.62
Annual Payment 5	73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	17	\$0.00	\$0.00	\$0.00
Annual Payment 5	73449	AXON RESPOND - LICENSE	30	\$0.00	\$0.00	\$0.00
Annual Payment 5	73449	AXON RESPOND - LICENSE	29	\$2,192.40	\$0.00	\$2,192.40
Annual Payment 5	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	30	\$0.00	\$0.00	\$0.00
Annual Payment 5	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	29	\$10,540.92	\$0.00	\$10,540.92
Annual Payment 5	73739	AXON PERFORMANCE - LICENSE	30	\$0.00	\$0.00	\$0.00
Annual Payment 5	73739	AXON PERFORMANCE - LICENSE	29	\$4,217.76	\$0.00	\$4,217.76
Annual Payment 5	80464	AXON BODY - TAP WARRANTY - CAMERA	31	\$0.00	\$0.00	\$0.00
Annual Payment 5	80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK	4	\$0.00	\$0.00	\$0.00
Annual Payment 5	BasicLicense	Basic License Bundle	28	\$0.00	\$0.00	\$0.00
Annual Payment 5	BasicLicense	Basic License Bundle	24	\$5,186.88	\$0.00	\$5,186.88
Annual Payment 5	BWCamMBDTAP10Year	Body Worn Camera Multi-Bay Dock TAP 10 Year Bundle	4	\$0.00	\$0.00	\$0.00
Annual Payment 5	BWCamTAP10Yr	Body Worn Camera TAP 10 Year Bundle	29	\$0.00	\$0.00	\$0.00
Annual Payment 5	C00011	BUNDLE - TASER 10 CERTIFICATION 10YR	29	\$31,337.40	\$2,283.39	\$33,620.79
Annual Payment 5	Fleet3ARe	Fleet 3 Advanced Renewal	17	\$17,654.17	\$371.80	\$18,025.97
Annual Payment 5	Fleet3ARe	Fleet 3 Advanced Renewal	17	\$19,336.13	\$368.60	\$19,704.73
Annual Payment 5	H00001	AB4 Camera Bundle	29	\$0.00	\$0.00	\$0.00
Annual Payment 5	H00002	AB4 Multi Bay Dock Bundle	1	\$0.00	\$0.00	\$0.00
Annual Payment 5	H00002	AB4 Multi Bay Dock Bundle	3	\$0.00	\$0.00	\$0.00
Annual Payment 5	ProLicense	Pro License Bundle	6	\$0.00	\$0.00	\$0.00
Annual Payment 5	ProLicense	Pro License Bundle	6	\$0.00	\$0.00	\$0.00
Total				\$95,683.75	\$3,380.47	\$99,064.22

Aug 2029

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 6	100552	TRANSFER CREDIT - GOODS	1	\$3,999.47	\$349.95	\$4,349.42
Annual Payment 6	100553	TRANSFER CREDIT - SOFTWARE AND SERVICES	1	(\$1,642.97)	\$0.00	(\$1,642.97)
Annual Payment 6	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$250.00	\$0.00	\$250.00
Annual Payment 6	11521	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 5YR	17	\$1,810.50	\$0.00	\$1,810.50
Annual Payment 6	11641	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 1YR	17	\$362.10	\$0.00	\$362.10
Annual Payment 6	11641	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 1YR	17	\$362.10	\$0.00	\$362.10
Annual Payment 6	20246	AXON TASER 7 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	24	\$0.00	\$0.00	\$0.00
Annual Payment 6	20247	AXON TASER 7 - ONLINE TRAINING CONTENT LICENSE	24	\$0.00	\$0.00	\$0.00
Annual Payment 6	20248	AXON TASER - EVIDENCE.COM LICENSE	25	\$0.00	\$0.00	\$0.00
Annual Payment 6	73352	TRUE UP - BWC HARDWARE FINANCING	33	\$76.89	\$6.73	\$83.62
Annual Payment 6	73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	17	\$0.00	\$0.00	\$0.00
Annual Payment 6	73449	AXON RESPOND - LICENSE	30	\$0.00	\$0.00	\$0.00

Aug 2029

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 6	73449	AXON RESPOND - LICENSE	29	\$2,192.40	\$0.00	\$2,192.40
Annual Payment 6	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	30	\$0.00	\$0.00	\$0.00
Annual Payment 6	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	29	\$10,540.92	\$0.00	\$10,540.92
Annual Payment 6	73739	AXON PERFORMANCE - LICENSE	30	\$0.00	\$0.00	\$0.00
Annual Payment 6	73739	AXON PERFORMANCE - LICENSE	29	\$4,217.76	\$0.00	\$4,217.76
Annual Payment 6	80464	AXON BODY - TAP WARRANTY - CAMERA	31	\$0.00	\$0.00	\$0.00
Annual Payment 6	80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK	4	\$0.00	\$0.00	\$0.00
Annual Payment 6	BasicLicense	Basic License Bundle	28	\$0.00	\$0.00	\$0.00
Annual Payment 6	BasicLicense	Basic License Bundle	24	\$5,186.88	\$0.00	\$5,186.88
Annual Payment 6	BWCamMBDTAP10Year	Body Worn Camera Multi-Bay Dock TAP 10 Year Bundle	4	\$0.00	\$0.00	\$0.00
Annual Payment 6	BWCamTAP10Yr	Body Worn Camera TAP 10 Year Bundle	29	\$0.00	\$0.00	\$0.00
Annual Payment 6	C00011	BUNDLE - TASER 10 CERTIFICATION 10YR	29	\$31,337.40	\$2,283.39	\$33,620.79
Annual Payment 6	Fleet3ARe	Fleet 3 Advanced Renewal	17	\$17,654.17	\$371.80	\$18,025.97
Annual Payment 6	Fleet3ARe	Fleet 3 Advanced Renewal	17	\$19,336.13	\$368.60	\$19,704.73
Annual Payment 6	H00001	AB4 Camera Bundle	29	\$0.00	\$0.00	\$0.00
Annual Payment 6	H00002	AB4 Multi Bay Dock Bundle	1	\$0.00	\$0.00	\$0.00
Annual Payment 6	H00002	AB4 Multi Bay Dock Bundle	3	\$0.00	\$0.00	\$0.00
Annual Payment 6	ProLicense	Pro License Bundle	6	\$0.00	\$0.00	\$0.00
Annual Payment 6	ProLicense	Pro License Bundle	6	\$0.00	\$0.00	\$0.00
Total				\$95,683.75	\$3,380.47	\$99,064.22

Aug 2030

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 7	100552	TRANSFER CREDIT - GOODS	1	\$3,999.47	\$349.95	\$4,349.42
Annual Payment 7	100553	TRANSFER CREDIT - SOFTWARE AND SERVICES	1	(\$1,642.97)	\$0.00	(\$1,642.97)
Annual Payment 7	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$250.00	\$0.00	\$250.00
Annual Payment 7	11521	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 5YR	17	\$1,810.50	\$0.00	\$1,810.50
Annual Payment 7	11641	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 1YR	17	\$362.10	\$0.00	\$362.10
Annual Payment 7	11641	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 1YR	17	\$362.10	\$0.00	\$362.10
Annual Payment 7	20246	AXON TASER 7 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	24	\$0.00	\$0.00	\$0.00
Annual Payment 7	20247	AXON TASER 7 - ONLINE TRAINING CONTENT LICENSE	24	\$0.00	\$0.00	\$0.00
Annual Payment 7	20248	AXON TASER - EVIDENCE.COM LICENSE	25	\$0.00	\$0.00	\$0.00
Annual Payment 7	73352	TRUE UP - BWC HARDWARE FINANCING	33	\$76.89	\$6.73	\$83.62
Annual Payment 7	73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	17	\$0.00	\$0.00	\$0.00
Annual Payment 7	73449	AXON RESPOND - LICENSE	30	\$0.00	\$0.00	\$0.00
Annual Payment 7	73449	AXON RESPOND - LICENSE	29	\$2,192.40	\$0.00	\$2,192.40
Annual Payment 7	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	30	\$0.00	\$0.00	\$0.00
Annual Payment 7	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	29	\$10,540.92	\$0.00	\$10,540.92
Annual Payment 7	73739	AXON PERFORMANCE - LICENSE	30	\$0.00	\$0.00	\$0.00
Annual Payment 7	73739	AXON PERFORMANCE - LICENSE	29	\$4,217.76	\$0.00	\$4,217.76
Annual Payment 7	80464	AXON BODY - TAP WARRANTY - CAMERA	31	\$0.00	\$0.00	\$0.00
Annual Payment 7	80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK	4	\$0.00	\$0.00	\$0.00
Annual Payment 7	BasicLicense	Basic License Bundle	28	\$0.00	\$0.00	\$0.00
Annual Payment 7	BasicLicense	Basic License Bundle	24	\$5,186.88	\$0.00	\$5,186.88
Annual Payment 7	BWCamMBDTAP10Year	Body Worn Camera Multi-Bay Dock TAP 10 Year Bundle	4	\$0.00	\$0.00	\$0.00
Annual Payment 7	BWCamTAP10Yr	Body Worn Camera TAP 10 Year Bundle	29	\$0.00	\$0.00	\$0.00
Annual Payment 7	C00011	BUNDLE - TASER 10 CERTIFICATION 10YR	29	\$31,337.40	\$2,283.39	\$33,620.79
Annual Payment 7	Fleet3ARe	Fleet 3 Advanced Renewal	17	\$17,654.17	\$371.80	\$18,025.97
Annual Payment 7	Fleet3ARe	Fleet 3 Advanced Renewal	17	\$19,336.13	\$368.60	\$19,704.73
Annual Payment 7	H00001	AB4 Camera Bundle	29	\$0.00	\$0.00	\$0.00
Annual Payment 7	H00002	AB4 Multi Bay Dock Bundle	1	\$0.00	\$0.00	\$0.00
Annual Payment 7	H00002	AB4 Multi Bay Dock Bundle	3	\$0.00	\$0.00	\$0.00

Aug 2030

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 7	ProLicense	Pro License Bundle	6	\$0.00	\$0.00	\$0.00
Annual Payment 7	ProLicense	Pro License Bundle	6	\$0.00	\$0.00	\$0.00
Total				\$95,683.75	\$3,380.47	\$99,064.22

Aug 2031

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 8	100552	TRANSFER CREDIT - GOODS	1	\$3,999.47	\$349.95	\$4,349.42
Annual Payment 8	100553	TRANSFER CREDIT - SOFTWARE AND SERVICES	1	(\$1,642.97)	\$0.00	(\$1,642.97)
Annual Payment 8	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$250.00	\$0.00	\$250.00
Annual Payment 8	11521	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 5YR	17	\$1,810.50	\$0.00	\$1,810.50
Annual Payment 8	11641	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 1YR	17	\$362.10	\$0.00	\$362.10
Annual Payment 8	11641	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 1YR	17	\$362.10	\$0.00	\$362.10
Annual Payment 8	20246	AXON TASER 7 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	24	\$0.00	\$0.00	\$0.00
Annual Payment 8	20247	AXON TASER 7 - ONLINE TRAINING CONTENT LICENSE	24	\$0.00	\$0.00	\$0.00
Annual Payment 8	20248	AXON TASER - EVIDENCE.COM LICENSE	25	\$0.00	\$0.00	\$0.00
Annual Payment 8	73352	TRUE UP - BWC HARDWARE FINANCING	33	\$76.89	\$6.73	\$83.62
Annual Payment 8	73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	17	\$0.00	\$0.00	\$0.00
Annual Payment 8	73449	AXON RESPOND - LICENSE	30	\$0.00	\$0.00	\$0.00
Annual Payment 8	73449	AXON RESPOND - LICENSE	29	\$2,192.40	\$0.00	\$2,192.40
Annual Payment 8	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	30	\$0.00	\$0.00	\$0.00
Annual Payment 8	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	29	\$10,540.92	\$0.00	\$10,540.92
Annual Payment 8	73739	AXON PERFORMANCE - LICENSE	30	\$0.00	\$0.00	\$0.00
Annual Payment 8	73739	AXON PERFORMANCE - LICENSE	29	\$4,217.76	\$0.00	\$4,217.76
Annual Payment 8	80464	AXON BODY - TAP WARRANTY - CAMERA	31	\$0.00	\$0.00	\$0.00
Annual Payment 8	80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK	4	\$0.00	\$0.00	\$0.00
Annual Payment 8	BasicLicense	Basic License Bundle	28	\$0.00	\$0.00	\$0.00
Annual Payment 8	BasicLicense	Basic License Bundle	24	\$5,186.88	\$0.00	\$5,186.88
Annual Payment 8	BWCamMBDTAP10Year	Body Worn Camera Multi-Bay Dock TAP 10 Year Bundle	4	\$0.00	\$0.00	\$0.00
Annual Payment 8	BWCamTAP10Yr	Body Worn Camera TAP 10 Year Bundle	29	\$0.00	\$0.00	\$0.00
Annual Payment 8	C00011	BUNDLE - TASER 10 CERTIFICATION 10YR	29	\$31,337.40	\$2,283.39	\$33,620.79
Annual Payment 8	Fleet3ARe	Fleet 3 Advanced Renewal	17	\$17,654.17	\$371.80	\$18,025.97
Annual Payment 8	Fleet3ARe	Fleet 3 Advanced Renewal	17	\$19,336.13	\$368.60	\$19,704.73
Annual Payment 8	H00001	AB4 Camera Bundle	29	\$0.00	\$0.00	\$0.00
Annual Payment 8	H00002	AB4 Multi Bay Dock Bundle	1	\$0.00	\$0.00	\$0.00
Annual Payment 8	H00002	AB4 Multi Bay Dock Bundle	3	\$0.00	\$0.00	\$0.00
Annual Payment 8	ProLicense	Pro License Bundle	6	\$0.00	\$0.00	\$0.00
Annual Payment 8	ProLicense	Pro License Bundle	6	\$0.00	\$0.00	\$0.00
Total				\$95,683.75	\$3,380.47	\$99,064.22

Aug 2032

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 9	100552	TRANSFER CREDIT - GOODS	1	\$3,999.47	\$349.95	\$4,349.42
Annual Payment 9	100553	TRANSFER CREDIT - SOFTWARE AND SERVICES	1	(\$1,642.97)	\$0.00	(\$1,642.97)
Annual Payment 9	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$250.00	\$0.00	\$250.00
Annual Payment 9	11521	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 5YR	17	\$1,810.50	\$0.00	\$1,810.50
Annual Payment 9	11641	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 1YR	17	\$362.10	\$0.00	\$362.10
Annual Payment 9	11641	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 1YR	17	\$362.10	\$0.00	\$362.10
Annual Payment 9	20246	AXON TASER 7 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	24	\$0.00	\$0.00	\$0.00
Annual Payment 9	20247	AXON TASER 7 - ONLINE TRAINING CONTENT LICENSE	24	\$0.00	\$0.00	\$0.00
Annual Payment 9	20248	AXON TASER - EVIDENCE.COM LICENSE	25	\$0.00	\$0.00	\$0.00
Annual Payment 9	73352	TRUE UP - BWC HARDWARE FINANCING	33	\$76.89	\$6.73	\$83.62

Aug 2032

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 9	73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	17	\$0.00	\$0.00	\$0.00
Annual Payment 9	73449	AXON RESPOND - LICENSE	30	\$0.00	\$0.00	\$0.00
Annual Payment 9	73449	AXON RESPOND - LICENSE	29	\$2,192.40	\$0.00	\$2,192.40
Annual Payment 9	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	30	\$0.00	\$0.00	\$0.00
Annual Payment 9	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	29	\$10,540.92	\$0.00	\$10,540.92
Annual Payment 9	73739	AXON PERFORMANCE - LICENSE	30	\$0.00	\$0.00	\$0.00
Annual Payment 9	73739	AXON PERFORMANCE - LICENSE	29	\$4,217.76	\$0.00	\$4,217.76
Annual Payment 9	80464	AXON BODY - TAP WARRANTY - CAMERA	31	\$0.00	\$0.00	\$0.00
Annual Payment 9	80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK	4	\$0.00	\$0.00	\$0.00
Annual Payment 9	BasicLicense	Basic License Bundle	28	\$0.00	\$0.00	\$0.00
Annual Payment 9	BasicLicense	Basic License Bundle	24	\$5,186.88	\$0.00	\$5,186.88
Annual Payment 9	BWCamMBDTAP10Year	Body Worn Camera Multi-Bay Dock TAP 10 Year Bundle	4	\$0.00	\$0.00	\$0.00
Annual Payment 9	BWCamTAP10Yr	Body Worn Camera TAP 10 Year Bundle	29	\$0.00	\$0.00	\$0.00
Annual Payment 9	C00011	BUNDLE - TASER 10 CERTIFICATION 10YR	29	\$31,337.40	\$2,283.39	\$33,620.79
Annual Payment 9	Fleet3ARe	Fleet 3 Advanced Renewal	17	\$17,654.17	\$371.80	\$18,025.97
Annual Payment 9	Fleet3ARe	Fleet 3 Advanced Renewal	17	\$19,336.13	\$368.60	\$19,704.73
Annual Payment 9	H00001	AB4 Camera Bundle	29	\$0.00	\$0.00	\$0.00
Annual Payment 9	H00002	AB4 Multi Bay Dock Bundle	1	\$0.00	\$0.00	\$0.00
Annual Payment 9	H00002	AB4 Multi Bay Dock Bundle	3	\$0.00	\$0.00	\$0.00
Annual Payment 9	ProLicense	Pro License Bundle	6	\$0.00	\$0.00	\$0.00
Annual Payment 9	ProLicense	Pro License Bundle	6	\$0.00	\$0.00	\$0.00
Total				\$95,683.75	\$3,380.47	\$99,064.22

Aug 2033

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 10	100552	TRANSFER CREDIT - GOODS	1	\$3,999.47	\$349.98	\$4,349.45
Annual Payment 10	100553	TRANSFER CREDIT - SOFTWARE AND SERVICES	1	(\$1,642.97)	\$0.00	(\$1,642.97)
Annual Payment 10	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$250.00	\$0.00	\$250.00
Annual Payment 10	11521	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 5YR	17	\$1,810.50	\$0.00	\$1,810.50
Annual Payment 10	11641	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 1YR	17	\$362.10	\$0.00	\$362.10
Annual Payment 10	11641	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 1YR	17	\$362.10	\$0.00	\$362.10
Annual Payment 10	20246	AXON TASER 7 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	24	\$0.00	\$0.00	\$0.00
Annual Payment 10	20247	AXON TASER 7 - ONLINE TRAINING CONTENT LICENSE	24	\$0.00	\$0.00	\$0.00
Annual Payment 10	20248	AXON TASER - EVIDENCE.COM LICENSE	25	\$0.00	\$0.00	\$0.00
Annual Payment 10	73352	TRUE UP - BWC HARDWARE FINANCING	33	\$76.89	\$6.70	\$83.59
Annual Payment 10	73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	17	\$0.00	\$0.00	\$0.00
Annual Payment 10	73449	AXON RESPOND - LICENSE	30	\$0.00	\$0.00	\$0.00
Annual Payment 10	73449	AXON RESPOND - LICENSE	29	\$2,192.40	\$0.00	\$2,192.40
Annual Payment 10	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	30	\$0.00	\$0.00	\$0.00
Annual Payment 10	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	29	\$10,540.92	\$0.00	\$10,540.92
Annual Payment 10	73739	AXON PERFORMANCE - LICENSE	30	\$0.00	\$0.00	\$0.00
Annual Payment 10	73739	AXON PERFORMANCE - LICENSE	29	\$4,217.76	\$0.00	\$4,217.76
Annual Payment 10	80464	AXON BODY - TAP WARRANTY - CAMERA	31	\$0.00	\$0.00	\$0.00
Annual Payment 10	80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK	4	\$0.00	\$0.00	\$0.00
Annual Payment 10	BasicLicense	Basic License Bundle	28	\$0.00	\$0.00	\$0.00
Annual Payment 10	BasicLicense	Basic License Bundle	24	\$5,186.88	\$0.00	\$5,186.88
Annual Payment 10	BWCamMBDTAP10Year	Body Worn Camera Multi-Bay Dock TAP 10 Year Bundle	4	\$0.00	\$0.00	\$0.00
Annual Payment 10	BWCamTAP10Yr	Body Worn Camera TAP 10 Year Bundle	29	\$0.00	\$0.00	\$0.00
Annual Payment 10	C00011	BUNDLE - TASER 10 CERTIFICATION 10YR	29	\$31,337.38	\$2,283.46	\$33,620.84
Annual Payment 10	Fleet3ARe	Fleet 3 Advanced Renewal	17	\$17,654.17	\$371.85	\$18,026.02
Annual Payment 10	Fleet3ARe	Fleet 3 Advanced Renewal	17	\$19,336.15	\$368.64	\$19,704.79
Annual Payment 10	H00001	AB4 Camera Bundle	29	\$0.00	\$0.00	\$0.00

Aug 2033

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 10	H00002	AB4 Multi Bay Dock Bundle	1	\$0.00	\$0.00	\$0.00
Annual Payment 10	H00002	AB4 Multi Bay Dock Bundle	3	\$0.00	\$0.00	\$0.00
Annual Payment 10	ProLicense	Pro License Bundle	6	\$0.00	\$0.00	\$0.00
Annual Payment 10	ProLicense	Pro License Bundle	6	\$0.00	\$0.00	\$0.00
Total				\$95,683.75	\$3,380.63	\$99,064.38

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.

Standard Terms and Conditions

Axon Enterprise Inc. Sales Terms and Conditions

Axon Master Services and Purchasing Agreement:

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at <https://www.axon.com/sales-terms-and-conditions>), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it includes the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix as described below.

ACEIP:

The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at www.axon.com/legal/sales-terms-and-conditions), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

Acceptance of Terms:

Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

Exceptions to Standard Terms and Conditions

Agency has existing contract(s) originated via Quote(s): Q-205825, Q-391075, Q-432360

Agency is terminating those contracts effective 09/01/2024. Any change in this date will result in modification of the program value which may result in additional fees or credits due to or from Axon.

The parties agree that Axon is applying a Net Transfer Debit of \$24,481.74 to the quote for delivered but unpaid items.

Any credits contained in this quote are contingent upon payment in full of the following amounts: Q-391075 on 4/1/2024 for \$39,998.30

100% discounted body-worn camera and docking station hardware contained in this quote reflects a TAP replacement for hardware purchased under existing quotes Q-432360. All TAP obligations from this contract will be considered fulfilled upon execution of this quote.

Signature

Date Signed

6/12/2024



This Master Services and Purchasing Agreement ("**Agreement**") is between Axon Enterprise, Inc. ("**Axon**"), and the customer listed below or, if no customer is listed below, the customer on the Quote attached hereto ("**Customer**"). This Agreement is effective as of the later of the (a) last signature date on this Agreement or (b) date of acceptance of the Quote ("**Effective Date**"). Axon and Customer are each a "**Party**" and collectively "**Parties**". This Agreement governs Customer's purchase and use of the Axon Devices and Services detailed in the Quote Appendix ("**Quote**"). It is the intent of the Parties that this Agreement will govern all subsequent purchases by Customer for the same Axon Devices and Services in the Quote, and all such subsequent quotes accepted by Customer shall be also incorporated into this Agreement by reference as a Quote. The Parties agree as follows:

1. **Definitions.**

- 1.1. "**Axon Cloud Services**" means Axon's web services, including but not limited to, Axon Evidence, Axon Records, Axon Dispatch, FUSUS services and interactions between Axon Evidence and Axon Devices or Axon client software. Axon Cloud Service excludes third-party applications, hardware warranties, and my.evidence.com.
- 1.2. "**Axon Device**" means all hardware provided by Axon under this Agreement. Axon-manufactured Devices are a subset of Axon Devices.
- 1.3. "**Quote**" means an offer to sell and is only valid for devices and services on the offer at the specified prices. Any inconsistent or supplemental terms within Customer's purchase order in response to a Quote will be void. Orders are subject to prior credit approval. Changes in the deployment estimated ship date may change charges in the Quote. Shipping dates are estimates only. Axon is not responsible for typographical errors in any Quote by Axon, and Axon reserves the right to cancel any orders resulting from such errors.
- 1.4. "**Services**" means all services provided by Axon under this Agreement, including software, Axon Cloud Services, and professional services.

2. **Term.** This Agreement begins on the Effective Date and continues until all subscriptions hereunder have expired or have been terminated ("**Term**").

- 2.1. All subscriptions including Axon Evidence, Axon Fleet, Officer Safety Plans, Technology Assurance Plans, and TASER 7 or TASER 10 plans begin on the date stated in the Quote. Each subscription term ends upon completion of the subscription stated in the Quote ("**Subscription Term**").
- 2.2. Upon completion of the Subscription Term, the Subscription Term will automatically renew for an additional 5 years ("**Renewal Term**"). For purchase of TASER 7 or TASER 10 as a standalone, Axon may increase pricing to its then-current list pricing for any Renewal Term. For all other purchases, Axon may increase pricing on all line items in the Quote by up to 3% at the beginning of each year of the Renewal Term. New devices and services may require additional terms. Axon will not authorize services until Axon receives a signed Quote or accepts a purchase order, whichever is first.

3. **Payment.** Axon invoices for Axon Devices upon shipment, or on the date specified within the invoicing plan in the Quote. Payment is due net 30 days from the invoice date. Axon invoices for Axon Cloud Services on an upfront yearly basis prior to the beginning of the Subscription Term and upon the anniversary of the Subscription Term. Payment obligations are non-cancelable. Unless otherwise prohibited by law, Customer will pay interest on all past-due sums at the lower of one-and-a-half percent (1.5%) per month or the highest rate allowed by law. Customer will pay invoices without setoff, deduction, or withholding. If Axon sends a past due account to collections, Customer is responsible for collection and attorneys' fees.

4. **Taxes.** Customer is responsible for sales and other taxes associated with the order unless Customer provides Axon a valid tax exemption certificate.

5. **Shipping.** Axon may make partial shipments and ship Axon Devices from multiple locations. All shipments are EXW (Incoterms 2020) via common carrier. Title and risk of loss pass to Customer upon Axon's delivery to the common carrier. Customer is responsible for any shipping charges in the Quote.

6. **Returns.** All sales are final. Axon does not allow refunds or exchanges, except warranty returns or as provided by state or federal law.

7. **Warranty.**

- 7.1. **Limited Warranty.** Axon warrants that Axon-manufactured Devices are free from defects in workmanship and materials for one (1) year from the date of Customer's receipt, except Signal Sidearm and Axon-manufactured accessories, which Axon warrants for thirty (30) months and ninety (90) days, respectively, from the date of Customer's receipt. Used conducted energy weapon ("**CEW**") cartridges are deemed to have operated properly. Extended warranties run from the expiration of the one (1) year hardware warranty through the extended warranty term purchased.

Title: Master Services and Purchasing Agreement between Axon and Customer

Department: Legal

Version: 21

Release Date: 4/1/2024

- 7.2. **Disclaimer.** All software and Axon Cloud Services are provided "AS IS," without any warranty of any kind, either express or implied, including without limitation the implied warranties of merchantability, fitness for a particular purpose and non-infringement. Axon Devices and Services that are not manufactured, published or performed by Axon ("Third-Party Products") are not covered by Axon's warranty and are only subject to the warranties of the third-party provider or manufacturer.
- 7.3. **Claims.** If Axon receives a valid warranty claim for an Axon-manufactured Device during the warranty term, Axon's sole responsibility is to repair or replace the Axon-manufactured Device with the same or like Axon-manufactured Device, at Axon's option. A replacement Axon-manufactured Device will be new or like new. Axon will warrant the replacement Axon-manufactured Device for the longer of (a) the remaining warranty of the original Axon-manufactured Device or (b) ninety (90) days from the date of repair or replacement.
- 7.3.1. If Customer exchanges an Axon Device or part, the replacement item becomes Customer's property, and the replaced item becomes Axon's property. Before delivering an Axon-manufactured Device for service, Customer must upload Axon-manufactured Device data to Axon Evidence or download it and retain a copy. Axon is not responsible for any loss of software, data, or other information contained in storage media or any part of the Axon-manufactured Device sent to Axon for service.
- 7.4. **Spare Axon Devices.** At Axon's reasonable discretion, Axon may provide Customer a predetermined number of spare Axon Devices as detailed in the Quote ("**Spare Axon Devices**"). Spare Axon Devices are intended to replace broken or non-functioning units while Customer submits the broken or non-functioning units, through Axon's warranty return process. Axon will repair or replace the unit with a replacement Axon Device. Title and risk of loss for all Spare Axon Devices shall pass to Customer in accordance with shipping terms under Section 5. Axon assumes no liability or obligation in the event Customer does not utilize Spare Axon Devices for the intended purpose.
- 7.5. **Limitations.** Axon's warranty excludes damage related to: (a) failure to follow Axon Device use instructions; (b) Axon Devices used with equipment not manufactured or recommended by Axon; (c) abuse, misuse, or intentional damage to Axon Device; (d) force majeure; (e) Axon Devices repaired or modified by persons other than Axon without Axon's written permission; or (f) Axon Devices with a defaced or removed serial number. Axon's warranty will be void if Customer resells Axon Devices.
- 7.5.1. **To the extent permitted by law, the above warranties and remedies are exclusive. Axon disclaims all other warranties, remedies, and conditions, whether oral, written, statutory, or implied. If statutory or implied warranties cannot be lawfully disclaimed, then such warranties are limited to the duration of the warranty described above and by the provisions in this Agreement. Customer confirms and agrees that, in deciding whether to sign this Agreement, it has not relied on any statement or representation by Axon or anyone acting on behalf of Axon related to the subject matter of this Agreement that is not in this Agreement.**
- 7.5.2. **Axon's cumulative liability to any party for any loss or damage resulting from any claim, demand, or action arising out of or relating to this Agreement will not exceed the purchase price paid to Axon for the Axon Device, or if for Services, the amount paid for such Services over the twelve (12) months preceding the claim. Neither Party will be liable for special, indirect, incidental, punitive or consequential damages, however caused, whether for breach of warranty or contract, negligence, strict liability, tort or any other legal theory.**
- 7.6. **Online Support Platforms.** Use of Axon's online support platforms (e.g., Axon Academy and MyAxon) is governed by the Axon Online Support Platforms Terms of Use Appendix available at www.axon.com/sales-terms-and-conditions.
- 7.7. **Third-Party Software and Services.** Use of software or services other than those provided by Axon is governed by the terms, if any, entered into between Customer and the respective third-party provider, including, without limitation, the terms applicable to such software or services located at www.axon.com/sales-terms-and-conditions, if any.
- 7.8. **Axon Aid.** Upon mutual agreement between Axon and Customer, Axon may provide certain products and services to Customer, as a charitable donation under the Axon Aid program. In such event, Customer expressly waives and releases any and all claims, now known or hereafter known, against Axon and its officers, directors, employees, agents, contractors, affiliates, successors, and assigns (collectively, "**Releasees**"), including but not limited to, on account of injury, death, property damage, or loss of data, arising out of or attributable to the Axon Aid program whether arising out of the negligence of any Releasees or otherwise. Customer agrees not to make or bring any such claim against any Releasee, and forever release and discharge all Releasees from liability under such claims. Customer expressly allows Axon to publicly announce its participation in Axon Aid and use its name in marketing materials. Axon may terminate the Axon Aid program without cause immediately

upon notice to the Customer.

8. **Statement of Work.** Certain Axon Devices and Services, including Axon Interview Room, Axon Channel Services, and Axon Fleet, may require a Statement of Work that details Axon's Service deliverables ("**SOW**"). In the event Axon provides an SOW to Customer, Axon is only responsible for the performance of Services described in the SOW. Additional services are out of scope. The Parties must document scope changes in a written and signed change order. Changes may require an equitable adjustment in fees or schedule. The SOW is incorporated into this Agreement by reference.
9. **Axon Device Warnings.** See www.axon.com/legal for the most current Axon Device warnings.
10. **Design Changes.** Axon may make design changes to any Axon Device or Service without notifying Customer or making the same change to Axon Devices and Services previously purchased by Customer.
11. **Bundled Offerings.** Some offerings in bundled offerings may not be generally available at the time of Customer's purchase. Axon will not provide a refund, credit, or additional discount beyond what is in the Quote due to a delay of availability or Customer's election not to utilize any portion of an Axon bundle.
12. **Insurance.** Axon will maintain General Liability, Workers' Compensation, and Automobile Liability insurance. Upon request, Axon will supply certificates of insurance.
13. **IP Rights.** Axon owns and reserves all right, title, and interest in Axon-manufactured Devices and Services and suggestions to Axon, including all related intellectual property rights. Customer will not cause any Axon proprietary rights to be violated.
14. **IP Indemnification.** Axon will indemnify Customer against all claims, losses, and reasonable expenses from any third-party claim alleging that the use of Axon-manufactured Devices or Services infringes or misappropriates the third-party's intellectual property rights. Customer must promptly provide Axon with written notice of such claim, tender to Axon the defense or settlement of such claim at Axon's expense and cooperate fully with Axon in the defense or settlement of such claim. Axon's IP indemnification obligations do not apply to claims based on (a) modification of Axon-manufactured Devices or Services by Customer or a third-party not approved by Axon; (b) use of Axon-manufactured Devices and Services in combination with hardware or services not approved by Axon; (c) use of Axon Devices and Services other than as permitted in this Agreement; or (d) use of Axon software that is not the most current release provided by Axon.
15. **Customer Responsibilities.** Customer is responsible for (a) Customer's use of Axon Devices; (b) breach of this Agreement or violation of applicable law by Customer or an Customer end user; (c) disputes between Customer and a third-party over Customer's use of Axon Devices; (d) ensuring Axon Devices are destroyed and disposed of securely and sustainably at Customer's cost; and (e) any regulatory violations or fines, as a result of improper destruction or disposal of Axon Devices.
16. **Termination.**
 - 16.1. **For Breach.** A Party may terminate this Agreement for cause if it provides thirty (30) days written notice of the breach to the other Party, and the breach remains uncured at the end of thirty (30) days. If Customer terminates this Agreement due to Axon's uncured breach, Axon will refund prepaid amounts on a prorated basis based on the effective date of termination.
 - 16.2. **By Customer.** If sufficient funds are not appropriated or otherwise legally available to pay the fees, Customer may terminate this Agreement. Customer will deliver notice of termination under this section as soon as reasonably practicable.
 - 16.3. **Effect of Termination.** Upon termination of this Agreement, Customer rights immediately terminate. Customer remains responsible for all fees incurred before the effective date of termination. If Customer purchases Axon Devices for less than the manufacturer's suggested retail price ("**MSRP**") and this Agreement terminates before the end of the Term, Axon will invoice Customer the difference between the MSRP for Axon Devices received, including any Spare Axon Devices, and amounts paid towards those Axon Devices. Only if terminating for non-appropriation, Customer may return Axon Devices to Axon within thirty (30) days of termination. MSRP is the standalone price of the individual Axon Device at the time of sale. For bundled Axon Devices, MSRP is the standalone price of all individual components.
17. **Confidentiality. "Confidential Information"** means nonpublic information designated as confidential or, given the nature of the information or circumstances surrounding disclosure, should reasonably be understood to be confidential. Each Party will take reasonable measures to avoid disclosure, dissemination, or unauthorized use of the other Party's Confidential Information. Unless required by law, neither Party will disclose the other Party's Confidential Information during the Term and for five (5) years thereafter. To the extent permissible by law, Axon pricing is Confidential Information and competition sensitive. If Customer receives a public records request to disclose Axon

Confidential Information, to the extent allowed by law, Customer will provide notice to Axon before disclosure. Axon may publicly announce information related to this Agreement.

18. **General.**

- 18.1. **Force Majeure.** Neither Party will be liable for any delay or failure to perform due to a cause beyond a Party's reasonable control.
- 18.2. **Independent Contractors.** The Parties are independent contractors. Neither Party has the authority to bind the other. This Agreement does not create a partnership, franchise, joint venture, Customer, fiduciary, or employment relationship between the Parties.
- 18.3. **Third-Party Beneficiaries.** There are no third-party beneficiaries under this Agreement.
- 18.4. **Non-Discrimination.** Neither Party nor its employees will discriminate against any person based on race; religion; creed; color; sex; gender identity and expression; pregnancy; childbirth; breastfeeding; medical conditions related to pregnancy, childbirth, or breastfeeding; sexual orientation; marital status; age; national origin; ancestry; genetic information; disability; veteran status; or any class protected by local, state, or federal law.
- 18.5. **Export Compliance.** Each Party will comply with all import and export control laws and regulations.
- 18.6. **Assignment.** Neither Party may assign this Agreement without the other Party's prior written consent. Axon may assign this Agreement, its rights, or obligations without consent: (a) to an affiliate or subsidiary; or (b) for purposes of financing, merger, acquisition, corporate reorganization, or sale of all or substantially all its assets. This Agreement is binding upon the Parties respective successors and assigns.
- 18.7. **Waiver.** No waiver or delay by either Party in exercising any right under this Agreement constitutes a waiver of that right.
- 18.8. **Severability.** If a court of competent jurisdiction holds any portion of this Agreement invalid or unenforceable, the remaining portions of this Agreement will remain in effect.
- 18.9. **Survival.** The following sections will survive termination: Payment, Warranty, Axon Device Warnings, Indemnification, IP Rights, Customer Responsibilities and any other Sections detailed in the survival sections of the Appendices.
- 18.10. **Governing Law.** The laws of the country, state, province, or municipality where Customer is physically located, without reference to conflict of law rules, govern this Agreement and any dispute arising from it. The United Nations Convention for the International Sale of Goods does not apply to this Agreement.
- 18.11. **Notices.** All notices must be in English. Notices posted on Customer's Axon Evidence site are effective upon posting. Notices by email are effective on the sent date of the email. Notices by personal delivery are effective immediately. Notices to Customer shall be provided to the address on file with Axon. Notices to Axon shall be provided to Axon Enterprise, Inc., Attn: Legal, 17800 North 85th Street, Scottsdale, Arizona 85255 with a copy to legal@axon.com.
- 18.12. **Entire Agreement.** This Agreement, the Appendices, including any applicable Appendices not attached herein for the products and services purchased, which are incorporated by reference and located in the Master Purchasing and Services Agreement located at <https://www.axon.com/sales-terms-and-conditions>, Quote and any SOW(s), represents the entire agreement between the Parties. This Agreement supersedes all prior agreements or understandings, whether written or verbal, regarding the subject matter of this Agreement. This Agreement may only be modified or amended in a writing signed by the Parties.



Each Party, by and through its respective representative authorized to execute this Agreement, has duly executed and delivered this Agreement as of the date of signature.

AXON:

Axon Enterprise, Inc.

Signature: _____

Name: _____

Title: _____

Date: _____

CUSTOMER:

Signature: _____

Name: _____

Title: _____

Date: _____

Axon Cloud Services Terms of Use Appendix

1. Definitions.

- a. "**Customer Content**" is data uploaded into, ingested by, or created in Axon Cloud Services within Customer's tenant, including media or multimedia uploaded into Axon Cloud Services by Customer. Customer Content includes Evidence but excludes Non-Content Data.
 - b. "**Evidence**" is media or multimedia uploaded into Axon Evidence as 'evidence' by an Customer. Evidence is a subset of Customer Content.
 - c. "**Non-Content Data**" is data, configuration, and usage information about Customer's Axon Cloud Services tenant, Axon Devices and client software, and users that is transmitted or generated when using Axon Devices. Non-Content Data includes data about users captured during account management and customer support activities. Non-Content Data does not include Customer Content.
 - d. "**Personal Data**" means any information relating to an identified or identifiable natural person. An identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person.
 - e. "**Provided Data**" means de-identified, de-personalized, data derived from Customer's TASER energy weapon deployment reports, related TASER energy weapon logs, body-worn camera footage, and incident reports.
 - f. "**Transformed Data**" means the Provided Data used for the purpose of quantitative evaluation of the performance and effectiveness of TASER energy weapons in the field across a variety of circumstances.
2. **Access.** Upon Axon granting Customer a subscription to Axon Cloud Services, Customer may access and use Axon Cloud Services to store and manage Customer Content. Customer may not exceed more end users than the Quote specifies. Axon Air requires an Axon Evidence subscription for each drone operator. For Axon Evidence Lite, Customer may access and use Axon Evidence only to store and manage TASER CEW and TASER CAM data ("**TASER Data**"). Customer may not upload non-TASER Data to Axon Evidence Lite.
3. **Customer Owns Customer Content.** Customer controls and owns all right, title, and interest in Customer Content. Except as outlined herein, Axon obtains no interest in Customer Content, and Customer Content is not Axon's business records. Customer is solely responsible for uploading, sharing, managing, and deleting Customer Content. Axon will only have access to Customer Content for the limited purposes set forth herein. Customer agrees to allow Axon access to Customer Content to (a) perform troubleshooting, maintenance, or diagnostic screenings; and (b) enforce this Agreement or policies governing use of the Axon products.
4. **Security.** Axon will implement commercially reasonable and appropriate measures to secure Customer Content against accidental or unlawful loss, access or disclosure. Axon will maintain a comprehensive information security program to protect Axon Cloud Services and Customer Content including logical, physical access, vulnerability, risk, and configuration management; incident monitoring and response; encryption of uploaded digital evidence; security education; and data protection. Axon agrees to the Federal Bureau of Investigation Criminal Justice Information Services Security Addendum for its digital evidence management systems or records.
5. **Customer Responsibilities.** Customer is responsible for (a) ensuring Customer owns Customer Content; (b) ensuring no Customer Content or Customer end user's use of Customer Content or Axon Cloud Services violates this Agreement or applicable laws; and (c) maintaining necessary computer equipment and Internet connections for use of Axon Cloud Services. If Customer becomes aware of any violation of this Agreement by an end user, Customer will immediately terminate that end user's access to Axon Cloud Services.
- a. Customer will also maintain the security of end usernames and passwords and security and access by end users to Customer Content. Customer is responsible for ensuring the configuration and utilization of Axon Cloud Services meet applicable Customer regulation and standards. Customer may not sell, transfer, or sublicense access to any other entity or person. Customer shall contact Axon immediately if an unauthorized party may be using Customer's account or Customer Content, or if account information is lost or stolen.

Master Services and Purchasing Agreement for Customer

6. **Privacy.** Customer's use of Axon Cloud Services is subject to the Axon Cloud Services Privacy Policy, a current version of which is available at <https://www.axon.com/legal/cloud-services-privacy-policy>. Customer agrees to allow Axon access to Non-Content Data from Customer to (a) perform troubleshooting, maintenance, or diagnostic screenings; (b) provide, develop, improve, and support current and future Axon products and related services; and (c) enforce this Agreement or policies governing the use of Axon products.
7. **Axon Body Wi-Fi Positioning.** Axon Body cameras may offer a feature to enhance location services where GPS/GNSS signals may not be available, for instance, within buildings or underground. Customer administrators can manage their choice to use this service within the administrative features of Axon Cloud Services. If Customer chooses to use this service, Axon must also enable the usage of the feature for Customer's Axon Cloud Services tenant. Customer will not see this option with Axon Cloud Services unless Axon has enabled Wi-Fi Positioning for Customer's Axon Cloud Services tenant. When Wi-Fi Positioning is enabled by both Axon and Customer, Non-Content and Personal Data will be sent to Skyhook Holdings, Inc. ("**Skyhook**") to facilitate the Wi-Fi Positioning functionality. Data controlled by Skyhook is outside the scope of the Axon Cloud Services Privacy Policy and is subject to the Skyhook Services Privacy Policy.
8. **Storage.** For Axon Unlimited Device Storage subscriptions, Customer may store unlimited data in Customer's Axon Evidence account only if data originates from Axon Capture or the applicable Axon Device. Axon may charge Customer additional fees for exceeding purchased storage amounts. Axon may place Customer Content that Customer has not viewed or accessed for six (6) months into archival storage. Customer Content in archival storage will not have immediate availability and may take up to twenty-four (24) hours to access.

For Third-Party Unlimited Storage the following restrictions apply: (i) it may only be used in conjunction with a valid Axon's Evidence.com user license; (ii) is limited to data of the law enforcement Customer that purchased the Third-Party Unlimited Storage and the Axon's Evidence.com end user or Customer is prohibited from storing data for other law enforcement agencies; and (iii) Customer may only upload and store data that is directly related to: (1) the investigation of, or the prosecution of a crime; (2) common law enforcement activities; or (3) any Customer Content created by Axon Devices or Evidence.com.
9. **Location of Storage.** Axon may transfer Customer Content to third-party subcontractors for storage. Axon will determine the locations of data centers for storage of Customer Content. For United States agencies, Axon will ensure all Agency Content stored in Axon Cloud Services remains within the United States. Ownership of Customer Content remains with Customer.
10. **Suspension.** Axon may temporarily suspend Customer's or any end user's right to access or use any portion or all of Axon Cloud Services immediately upon notice, if Customer or end user's use of or registration for Axon Cloud Services may (a) pose a security risk to Axon Cloud Services or any third-party; (b) adversely impact Axon Cloud Services, the systems, or content of any other customer; (c) subject Axon, Axon's affiliates, or any third-party to liability; or (d) be fraudulent. Customer remains responsible for all fees incurred through suspension. Axon will not delete Customer Content because of suspension, except as specified in this Agreement.
11. **Axon Cloud Services Warranty.** Axon disclaims any warranties or responsibility for data corruption or errors before Customer uploads data to Axon Cloud Services.
12. **TASER Data Science Program.** Axon will provide a quantitative evaluation on the performance and effectiveness of TASER energy weapons in the field across a variety of circumstances.

If Customer purchases the TASER Data Science Program, Customer grants Axon, its affiliates, and assignees an irrevocable, perpetual, fully paid, royalty-free, and worldwide right and license to use Provided Data solely for the purposes of this Agreement and to create Transformed Data. Customer shall own all rights and title to Provided Data. Axon shall own all rights and title to Transformed Data and any derivatives of Transformed Data.

Axon grants to Customer an irrevocable, perpetual, fully paid, royalty-free, license to use to TASER Data Science report provided to Customer for its own internal purposes. **The Data Science report is provided "as is" and without any warranty of any kind.**

In the event Customer seeks Axon's deletion of Provided Data, it may submit a request to privacy@axon.com. Where reasonably capable of doing so, Axon will implement the request but at a minimum will not continue to collect Provided Data from Customer.
13. **Axon Records.** Axon Records is the software-as-a-service product that is generally available at the time Customer purchases an OSP 7 or OSP 10 bundle. During Customer's Axon Records Subscription Term, if any, Customer will be entitled to receive Axon's Update and Upgrade releases on an if-and-when available basis.

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- a. The Axon Records Subscription Term will end upon the completion of the Axon Records Subscription as documented in the Quote, or if purchased as part of an OSP 7 or OSP 10 bundle, upon completion of the OSP 7 or OSP 10 Term ("**Axon Records Subscription**")
 - b. An "**Update**" is a generally available release of Axon Records that Axon makes available from time to time. An "**Upgrade**" includes (i) new versions of Axon Records that enhance features and functionality, as solely determined by Axon; and/or (ii) new versions of Axon Records that provide additional features or perform additional functions. Upgrades exclude new products that Axon introduces and markets as distinct products or applications.
 - c. New or additional Axon products and applications, as well as any Axon professional services needed to configure Axon Records, are not included. If Customer purchases Axon Records as part of a bundled offering, the Axon Record subscription begins on the later of the (1) start date of that bundled offering, or (2) date Axon provisions Axon Records to Customer.
 - d. Users of Axon Records at the Customer may upload files to entities (incidents, reports, cases, etc) in Axon Records with no limit to the number of files and amount of storage. Notwithstanding the foregoing, Axon may limit usage should the Customer exceed an average rate of one-hundred (100) GB per user per year of uploaded files. Axon will not bill for overages.
14. **Axon Cloud Services Restrictions.** Customer and Customer end users (including employees, contractors, agents, officers, volunteers, and directors), may not, or may not attempt to:
- a. reverse engineer, disassemble, or decompile Axon Cloud Services or apply any process to derive any source code included in Axon Cloud Services, or allow others to do the same;
 - b. copy, modify, tamper with, repair, or create derivative works of any part of Axon Cloud Services;
 - c. access or use Axon Cloud Services with the intent to gain unauthorized access, avoid incurring fees or exceeding usage limits or quotas;
 - d. use Axon Cloud Serves as a service bureau, or as part of an Customer infrastructure as a service;
 - e. use trade secret information contained in Axon Cloud Services, except as expressly permitted in this Agreement;
 - f. access Axon Cloud Services to build a competitive device or service or copy any features, functions, or graphics of Axon Cloud Services;
 - g. remove, alter, or obscure any confidentiality or proprietary rights notices (including copyright and trademark notices) of Axon's or Axon's licensors on or within Axon Cloud Services; or
 - h. use Axon Cloud Services to store or transmit infringing, libelous, or other unlawful or tortious material; material in violation of third-party privacy rights; or malicious code.
15. **Axon Narrative.** AI-Assisted Report Writing feature. Axon may impose usage restrictions if a single user generates more than one hundred (100) reports per month for two or more consecutive months.
16. **After Termination.** Axon will not delete Customer Content for ninety (90) days following termination. There will be no functionality of Axon Cloud Services during these ninety (90) days other than the ability to retrieve Customer Content. Customer will not incur additional fees if Customer downloads Customer Content from Axon Cloud Services during this time. Axon has no obligation to maintain or provide Customer Content after these ninety (90) days and will thereafter, unless legally prohibited, delete all Customer Content. Upon request, Axon will provide written proof that Axon successfully deleted and fully removed all Customer Content from Axon Cloud Services.
17. **Post-Termination Assistance.** Axon will provide Customer with the same post-termination data retrieval assistance that Axon generally makes available to all customers. Requests for Axon to provide additional assistance in downloading or transferring Customer Content, including requests for Axon's data egress service, will result in additional fees and Axon will not warrant or guarantee data integrity or readability in the external system.
18. **U.S. Government Rights.** If Customer is a U.S. Federal department or using Axon Cloud Services on behalf of a U.S. Federal department, Axon Cloud Services is provided as a "commercial item," "commercial computer software," "commercial computer software documentation," and "technical data", as defined in the Federal Acquisition Regulation and Defense Federal Acquisition Regulation Supplement. If Customer is using Axon Cloud



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Services on behalf of the U.S. Government and these terms fail to meet the U.S. Government's needs or are inconsistent in any respect with federal law, Customer will immediately discontinue use of Axon Cloud Services.

- 19. **Survival.** Upon any termination of this Agreement, the following sections in this Appendix will survive: Customer Owns Customer Content, Privacy, Storage, Axon Cloud Services Warranty, Customer Responsibilities and Axon Cloud Services Restrictions.

Axon Customer Experience Improvement Program Appendix

1. **Axon Customer Experience Improvement Program (ACEIP).** The ACEIP is designed to accelerate Axon's development of technology, such as building and supporting automated features, to ultimately increase safety within communities and drive efficiency in public safety. To this end, subject to the limitations on Axon as described below, Axon, where allowed by law, may make limited use of Customer Content from all of its customers to provide, develop, improve, and support current and future Axon products (collectively, "ACEIP Purposes"). However, at all times, Axon will comply with its obligations pursuant to the Axon Cloud Services Terms of Use Appendix to maintain a comprehensive data security program (including compliance with the CJIS Security Policy for Criminal Justice Information), privacy program, and data governance policy, including high industry standards of de-identifying Personal Data, to enforce its security and privacy obligations for the ACEIP. ACEIP has 2 tiers of participation, Tier 1 and Tier 2. By default, Customer will be a participant in ACEIP Tier 1. If Customer does not want to participate in ACEIP Tier 1, Customer can revoke its consent at any time. If Customer wants to participate in Tier 2, as detailed below, Customer can check the ACEIP Tier 2 box below. If Customer does not want to participate in ACEIP Tier 2, Customer should leave box unchecked. At any time, Customer may revoke its consent to ACEIP Tier 1, Tier 2, or both Tiers.
2. **ACEIP Tier 1.**
 - 2.1. When Axon uses Customer Content for the ACEIP Purposes, Axon will extract from Customer Content and may store separately copies of certain segments or elements of the Customer Content (collectively, "**ACEIP Content**"). When extracting ACEIP Content, Axon will use commercially reasonable efforts to aggregate, transform or de-identify Customer Content so that the extracted ACEIP Content is no longer reasonably capable of being associated with, or could reasonably be linked directly or indirectly to a particular individual ("**Privacy Preserving Technique(s)**"). For illustrative purposes, some examples are described in footnote 1¹. For clarity, ACEIP Content will still be linked indirectly, with an attribution, to the Customer from which it was extracted. This attribution will be stored separately from the data itself, but is necessary for and will be solely used to enable Axon to identify and delete all ACEIP Content upon Customer request. Once de-identified, ACEIP Content may then be further modified, analyzed, and used to create derivative works. At any time, Customer may revoke the consent granted herein to Axon to access and use Customer Content for ACEIP Purposes. Within 30 days of receiving the Customer's request, Axon will no longer access or use Customer Content for ACEIP Purposes and will delete any and all ACEIP Content. Axon will also delete any derivative works which may reasonably be capable of being associated with, or could reasonably be linked directly or indirectly to Customer. In addition, if Axon uses Customer Content for the ACEIP Purposes, upon request, Axon will make available to Customer a list of the specific type of Customer Content being used to generate ACEIP Content, the purpose of such use, and the retention, privacy preserving extraction technique, and relevant data protection practices applicable to the Customer Content or ACEIP Content ("**Use Case**"). From time to time, Axon may develop and deploy new Use Cases. At least 30 days prior to authorizing the deployment of any new Use Case, Axon will provide Customer notice (by updating the list of Use Case at <https://www.axon.com/aceip> and providing Customer with a mechanism to obtain notice of that update or another commercially reasonable method to Customer designated contact) ("**New Use Case**").
 - 2.2. **Expiration of ACEIP Tier 1.** Customer consent granted herein will expire upon termination of the Agreement. In accordance with section 1.1.1, within 30 days of receiving the Customer's request, Axon will no longer access or use Customer Content for ACEIP Purposes and will delete ACEIP Content. Axon will also delete any derivative works which may reasonably be capable of being associated with, or could reasonably be linked directly or indirectly to, Customer.
3. **ACEIP Tier 2.** In addition to ACEIP Tier 1, if Customer wants to help further improve Axon's services, Customer may choose to participate in Tier 2 of the ACEIP. ACEIP Tier 2 grants Axon certain additional rights to use Customer

¹ For example; (a) when extracting specific text to improve automated transcription capabilities, text that could be used to directly identify a particular individual would not be extracted, and extracted text would be disassociated from identifying metadata of any speakers, and the extracted text would be split into individual words and aggregated with other data sources (including publicly available data) to remove any reasonable ability to link any specific text directly or indirectly back to a particular individual; (b) when extracting license plate data to improve Automated License Plate Recognition (ALPR) capabilities, individual license plate characters would be extracted and disassociated from each other so a complete plate could not be reconstituted, and all association to other elements of the source video, such as the vehicle, location, time, and the surrounding environment would also be removed; (c) when extracting audio of potential acoustic events (such as glass breaking or gun shots), very short segments (<1 second) of audio that only contains the likely acoustic events would be extracted and all human utterances would be removed.



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Content, in addition to those set forth in Tier 1 above, without the guaranteed deployment of a Privacy Preserving Technique to enable product development, improvement, and support that cannot be accomplished with aggregated, transformed, or de-identified data.

Check this box if Customer wants to help further improve Axon’s services by participating in ACEIP Tier 2 in addition to Tier 1. Axon will not enroll Customer into ACEIP Tier 2 until Axon and Customer agree to terms in writing providing for such participation in ACEIP Tier 2.

Professional Services Appendix

If any of the Professional Services specified below are included on the Quote, this Appendix applies.

1. **Utilization of Services.** Customer must use professional services as outlined in the Quote and this Appendix within six (6) months of the Effective Date.
2. **Axon Full Service (Axon Full Service).** Axon Full Service includes advance remote project planning and configuration support and up to four (4) consecutive days of on-site service and a professional services manager to work with Customer to assess Customer's deployment and determine which on-site services are appropriate. If Customer requires more than four (4) consecutive on-site days, Customer must purchase additional days. Axon Full Service options include:

<p>System set up and configuration</p> <ul style="list-style-type: none"> Instructor-led setup of Axon View on smartphones (if applicable) Configure categories and custom roles based on Customer need Register cameras to Customer domain Troubleshoot IT issues with Axon Evidence and Axon Dock ("Dock") access One on-site session included
<p>Dock configuration</p> <ul style="list-style-type: none"> Work with Customer to decide the ideal location of Docks and set configurations on Dock Authenticate Dock with Axon Evidence using admin credentials from Customer On-site assistance, not to include physical mounting of docks
<p>Best practice implementation planning session</p> <ul style="list-style-type: none"> Provide considerations for the establishment of video policy and system operations best practices based on Axon's observations with other agencies Discuss the importance of entering metadata in the field for organization purposes and other best practices for digital data management Provide referrals of other agencies using the Axon camera devices and Axon Evidence Recommend rollout plan based on review of shift schedules
<p>System Admin and troubleshooting training sessions Step-by-step explanation and assistance for Customer's configuration of security, roles & permissions, categories & retention, and other specific settings for Axon Evidence</p>
<p>Axon instructor training (Train the Trainer) Training for Customer's in-house instructors who can support Customer's Axon camera and Axon Evidence training needs after Axon has fulfilled its contractual on-site obligations</p>
<p>Evidence sharing training Tailored workflow instruction for Investigative Units on sharing Cases and Evidence with local prosecuting agencies</p>
<p>End user go-live training and support sessions</p> <ul style="list-style-type: none"> Assistance with device set up and configuration Training on device use, Axon Evidence, and Evidence Sync
<p><u>Implementation document packet</u> Axon Evidence administrator guides, camera implementation guides, network setup guide, sample policies, and categories & roles guide</p>
<p>Post go-live review</p>

3. **Body-Worn Camera Starter Service (Axon Starter).** Axon Starter includes advance remote project planning and configuration support and one (1) day of on-site Services and a professional services manager to work closely with Customer to assess Customer's deployment and determine which Services are appropriate. If Customer requires more than one (1) day of on-site Services, Customer must purchase additional on-site Services. The Axon Starter options include:

System set up and configuration (Remote Support)

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<ul style="list-style-type: none"> Instructor-led setup of Axon View on smartphones (if applicable) Configure categories & custom roles based on Customer need Troubleshoot IT issues with Axon Evidence and Dock access
<p>Dock configuration</p> <ul style="list-style-type: none"> Work with Customer to decide the ideal location of Dock setup and set configurations on Dock Authenticate Dock with Axon Evidence using "Administrator" credentials from Customer Does not include physical mounting of docks
<p>Axon instructor training (Train the Trainer) Training for Customer's in-house instructors who can support Customer's Axon camera and Axon Evidence training needs after Axon's has fulfilled its contracted on-site obligations</p>
<p>End user go-live training and support sessions</p> <ul style="list-style-type: none"> Assistance with device set up and configuration Training on device use, Axon Evidence, and Evidence Sync
<p>Implementation document packet Axon Evidence administrator guides, camera implementation guides, network setup guide, sample policies, and categories & roles guide</p>

4. **Body-Worn Camera Virtual 1-Day Service (Axon Virtual).** Axon Virtual includes all items in the BWC Starter Service Package, except one (1) day of on-site services.
5. **CEW Services Packages.** CEW Services Packages are detailed below:

System set up and configuration
<ul style="list-style-type: none"> Configure Axon Evidence categories & custom roles based on Customer need. Troubleshoot IT issues with Axon Evidence. Register users and assign roles in Axon Evidence. For the CEW Full Service Package: On-site assistance included For the CEW Starter Package: Virtual assistance included
<p>Dedicated Project Manager Assignment of specific Axon representative for all aspects of planning the rollout (Project Manager). Ideally, Project Manager will be assigned to Customer 4–6 weeks before rollout</p>
<p>Best practice implementation planning session to include:</p> <ul style="list-style-type: none"> Provide considerations for the establishment of CEW policy and system operations best practices based on Axon's observations with other agencies Discuss the importance of entering metadata and best practices for digital data management Provide referrals to other agencies using TASER CEWs and Axon Evidence For the CEW Full Service Package: On-site assistance included For the CEW Starter Package: Virtual assistance included
<p>System Admin and troubleshooting training sessions On-site sessions providing a step-by-step explanation and assistance for Customer's configuration of security, roles & permissions, categories & retention, and other specific settings for Axon Evidence</p>
<p>Axon Evidence Instructor training</p> <ul style="list-style-type: none"> Provide training on the Axon Evidence to educate instructors who can support Customer's subsequent Axon Evidence training needs. For the CEW Full Service Package: Training for up to 3 individuals at Customer For the CEW Starter Package: Training for up to 1 individual at Customer
<p>TASER CEW inspection and device assignment Axon's on-site professional services team will perform functions check on all new TASER CEW Smart weapons and assign them to a user on Axon Evidence.</p>
<p>Post go-live review For the CEW Full Service Package: On-site assistance included. For the CEW Starter Package: Virtual assistance included.</p>

6. **Smart Weapon Transition Service.** The Smart Weapon Transition Service includes:

<p>Archival of CEW Firing Logs Axon's on-site professional services team will upload CEW firing logs to Axon Evidence from all TASER CEW</p>
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Smart Weapons that Customer is replacing with newer Smart Weapon models.

Return of Old Weapons

Axon's on-site professional service team will ship all old weapons back to Axon's headquarters. Axon will provide Customer with a Certificate of Destruction

*Note: CEW Full Service packages for TASER 7 or TASER 10 include Smart Weapon Transition Service instead of 1-Day Device Specific Instructor Course.

7. **VR Services Package.** VR Service includes advance remote project planning and configuration support and one (1) day of on-site service and a professional services manager to work with Customer to assess Customer's deployment and determine which Services are appropriate. The VR Service training options include:

<p>System set up and configuration (Remote Support)</p> <ul style="list-style-type: none"> Instructor-led setup of Axon VR headset content Configure Customer settings based on Customer need Troubleshoot IT issues with Axon VR headset
<p>Axon instructor training (Train the Trainer)</p> <p>Training for up to five (5) Customer's in-house instructors who can support Customer's Axon VR CET and SIM training needs after Axon's has fulfilled its contracted on-site obligations</p>
<p>Classroom and practical training sessions</p> <p>Step-by-step explanation and assistance for Customer's configuration of Axon VR CET and SIM functionality, basic operation, and best practices</p>

8. **Axon Air, On-Site Training.** Axon Air, On-Site training includes advance remote project planning and configuration support and one (1) day of on-site Services and a professional services manager to work closely with Customer to assess Customer's deployment and determine which Services are appropriate. If Customer's requires more than one (1) day of on-site Services, Customer must purchase additional on-site Services. The Axon Air, On-Site training options include:

<p>System set up and configuration (Remote Support)</p> <ul style="list-style-type: none"> Instructor-led setup of Axon Air App (ASDS) Configure Customer settings based on Customer need Configure drone controller Troubleshoot IT issues with Axon Evidence
<p>Axon instructor training (Train the Trainer)</p> <p>Training for Customer's in-house instructors who can support Customer's Axon Air and Axon Evidence training needs after Axon's has fulfilled its contracted on-site obligations</p>
<p>Classroom and practical training sessions</p> <p>Step-by-step explanation and assistance for Customer's configuration of Axon Respond+ livestreaming functionality, basic operation, and best practices</p>

9. **Axon Air, Virtual Training.** Axon Air, Virtual training includes all items in the Axon Air, On-Site Training Package, except the practical training session, with the Axon Instructor training for up to four hours virtually.

10. **Signal Sidearm Installation Service.**

- a. **Purchases of 50 SSA units or more:** Axon will provide one (1) day of on-site service and one professional services manager and will provide train the trainer instruction, with direct assistance on the first of each unique holster/mounting type. Customer is responsible for providing a suitable work/training area.
- b. **Purchases of less than 50 SSA units:** Axon will provide a 1-hour virtual instruction session on the basics of installation and device calibration.

11. **Out of Scope Services.** Axon is only responsible to perform the professional services described in the Quote and this Appendix. Any additional professional services are out of scope. The Parties must document scope changes in a written and signed change order. Changes may require an equitable adjustment in the charges or schedule.

12. **Delivery of Services.** Axon personnel will work Monday through Friday, 8:30 a.m. to 5:30 p.m., except holidays. Axon will perform all on-site tasks over a consecutive timeframe. Axon will not charge Customer travel time by Axon

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personnel to Customer premises as work hours.

13. **Access Computer Systems to Perform Services.** Customer authorizes Axon to access relevant Customer computers and networks, solely for performing the Services. Axon will work to identify as soon as reasonably practicable resources and information Axon expects to use and will provide an initial itemized list to Customer. Customer is responsible for and assumes the risk of any problems, delays, losses, claims, or expenses resulting from the content, accuracy, completeness, and consistency of all data, materials, and information supplied by Customer.
14. **Site Preparation.** Axon will provide a hardcopy or digital copy of current user documentation for the Axon Devices ("**User Documentation**"). User Documentation will include all required environmental specifications for the professional services and Axon Devices to operate per the Axon Device User Documentation. Before installation of Axon Devices (whether performed by Customer or Axon), Customer must prepare the location(s) where Axon Devices are to be installed ("**Installation Site**") per the environmental specifications in the Axon Device User Documentation. Following installation, Customer must maintain the Installation Site per the environmental specifications. If Axon modifies Axon Device User Documentation for any Axon Devices under this Agreement, Axon will provide the update to Customer when Axon generally releases it
15. **Acceptance.** When Axon completes professional services, Axon will present an acceptance form ("**Acceptance Form**") to Customer. Customer will sign the Acceptance Form acknowledging completion. If Customer reasonably believes Axon did not complete the professional services in substantial conformance with this Agreement, Customer must notify Axon in writing of the specific reasons for rejection within seven (7) calendar days from delivery of the Acceptance Form. Axon will address the issues and re-present the Acceptance Form for signature. If Axon does not receive the signed Acceptance Form or written notification of reasons for rejection within seven (7) calendar days of delivery of the Acceptance Form, Axon will deem Customer to have accepted the professional services.
16. **Customer Network.** For work performed by Axon transiting or making use of Customer's network, Customer is solely responsible for maintenance and functionality of the network. In no event will Axon be liable for loss, damage, or corruption of Customer's network from any cause.

Technology Assurance Plan Appendix

If Technology Assurance Plan ("TAP") or a bundle including TAP is on the Quote, this appendix applies.

1. **TAP Warranty.** The TAP warranty is an extended warranty that starts at the end of the one- (1-) year hardware limited warranty.
2. **Officer Safety Plan.** If Customer purchases an Officer Safety Plan ("OSP"), Customer will receive the deliverables detailed in the Quote. Customer must accept delivery of the TASER CEW and accessories as soon as available from Axon.
3. **OSP 7 or OSP 10 Term.** OSP 7 or OSP 10 begins on the date specified in the Quote ("OSP Term").
4. **TAP BWC Upgrade.** If Customer has no outstanding payment obligations and purchased TAP, Axon will provide Customer a new Axon body-worn camera ("BWC Upgrade") as scheduled in the Quote. If Customer purchased TAP, Axon will provide a BWC Upgrade that is the same or like Axon Device, at Axon's option. Axon makes no guarantee the BWC Upgrade will utilize the same accessories or Axon dock.
5. **TAP Dock Upgrade.** If Customer has no outstanding payment obligations and purchased TAP, Axon will provide Customer a new Axon Dock as scheduled in the Quote ("Dock Upgrade"). Accessories associated with any Dock Upgrades are subject to change at Axon discretion. Dock Upgrades will only include a new Axon dock bay configuration unless a new Axon dock core is required for BWC compatibility. If Customer originally purchased a single-bay Axon dock, the Dock Upgrade will be a single-bay Axon dock model that is the same or like Axon Device, at Axon's option. If Customer originally purchased a multi-bay Axon dock, the Dock Upgrade will be a multi-bay Axon dock that is the same or like Axon Device, at Axon's option.
6. **Upgrade Delay.** Axon may ship the BWC and Dock Upgrades as scheduled in the Quote without prior confirmation from Customer unless the Parties agree in writing otherwise at least ninety (90) days in advance. Axon may ship the final BWC and Dock Upgrade as scheduled in the Quote sixty (60) days before the end of the Subscription Term without prior confirmation from Customer.
7. **Upgrade Change.** If Customer wants to upgrade Axon Device models from the current Axon Device to an upgraded Axon Device, Customer must pay the price difference between the MSRP for the current Axon Device and the MSRP for the upgraded Axon Device. If the model Customer desires has an MSRP less than the MSRP of the offered BWC Upgrade or Dock Upgrade, Axon will not provide a refund. The MSRP is the MSRP in effect at the time of the upgrade.
8. **Return of Original Axon Device.** Within thirty (30) days of receiving a BWC or Dock Upgrade, Customer must return the original Axon Devices to Axon or destroy the Axon Devices and provide a certificate of destruction to Axon including serial numbers for the destroyed Axon Devices. If Customer does not return or destroy the Axon Devices, Axon will deactivate the serial numbers for the Axon Devices received by Customer.
9. **Termination.** If Customer's payment for TAP, OSP, or Axon Evidence is more than thirty (30) days past due, Axon may terminate TAP or OSP. Once TAP or OSP terminates for any reason:
 - 9.1. TAP and OSP coverage terminate as of the date of termination and no refunds will be given.
 - 9.2. Axon will not and has no obligation to provide the Upgrade Models.
 - 9.3. Customer must make any missed payments due to the termination before Customer may purchase any future TAP or OSP.

TASER Device Appendix

This TASER Device Appendix applies to Customer’s TASER 7/10, OSP 7/10, OSP Plus, or OSP 7/10 Plus Premium purchase from Axon, if applicable.

1. **Duty Cartridge Replenishment Plan**. If the Quote includes "**Duty Cartridge Replenishment Plan**", Customer must purchase the plan for each CEW user. A CEW user includes officers that use a CEW in the line of duty and those that only use a CEW for training. Customer may not resell cartridges received. Axon will only replace cartridges used in the line of duty.
2. **Training**. If the Quote includes a TASER On Demand Certification subscription, Customer will have on-demand access to TASER Instructor and TASER Master Instructor courses only for the duration of the TASER Subscription Term. Axon will issue a maximum of ten (10) TASER Instructor vouchers and ten (10) TASER Master Instructor vouchers for every thousand TASER Subscriptions purchased. Customer shall utilize vouchers to register for TASER courses at their discretion however Customer may incur a fee for cancellations less than 10 business days prior to a course date or failure to appear to a registered course. The voucher has no cash value. Customer cannot exchange voucher for any other device or service. Any unused vouchers at the end of the Term will be forfeited. A voucher does not include any travel or other expenses that might be incurred related to attending a course.
3. **Extended Warranty**. If the Quote includes an extended warranty, the extended warranty coverage period warranty will be for a five- (5-) year term, which includes the hardware manufacturer’s warranty plus the four- (4-) year extended term.
4. **Trade-in**. If the Quote contains a discount on CEW-related line items and that discount is contingent upon the trade-in of hardware, Customer must return used hardware and accessories associated with the discount ("**Trade-In Units**") to Axon within the below prescribed timeline. Customer must ship batteries via ground shipping. Axon will pay shipping costs of the return. If Axon does not receive Trade-In Units within the timeframe below, Axon will invoice Customer the value of the trade-in credit. Customer may not destroy Trade-In Units and receive a trade-in credit.

<u>Customer Size</u>	<u>Days to Return from Start Date of TASER 10 Subscription</u>
Less than 100 officers	60 days
100 to 499 officers	90 days
500+ officers	180 days

5. **TASER Device Subscription Term**. The TASER Device Subscription Term for a standalone TASER Device purchase begins on shipment of the TASER Device. The TASER Device Subscription Term for OSP 7/10 begins on the OSP 7/10 start date.
6. **Access Rights**. Upon Axon granting Customer a TASER Device Axon Evidence subscription, Customer may access and use Axon Evidence for the storage and management of data from TASER Devices devices during the TASER Device Subscription Term. Customer may not exceed the number of end users the Quote specifies.
7. **Customer Warranty**. If Customer is located in the US, Customer warrants and acknowledges that TASER 10 is classified as a firearm and is being acquired for official Customer use pursuant to a law enforcement Customer transfer under the Gun Control Act of 1968.
8. **Purchase Order**. To comply with applicable laws and regulations, Customer must provide a purchase order to Axon prior to shipment of TASER 10.
9. **Apollo Grant (US only)**. If Customer has received an Apollo Grant from Axon, Customer must pay all fees in the Quote prior to upgrading to any new TASER Device offered by Axon.
10. **Termination**. If payment for TASER Device is more than thirty (30) days past due, Axon may terminate Customer’s TASER Device plan by notifying Customer. Upon termination for any reason, then as of the date of termination:
 - 10.1. TASER Device extended warranties and access to Training Content will terminate. No refunds will be given.
 - 10.2. Axon will invoice Customer the remaining MSRP for TASER Devices received before termination. If terminating for non-appropriations, Axon will not invoice Customer if Customer returns the TASER Device, rechargeable battery, holster, dock, core, training suits, and unused cartridges to Axon within thirty (30) days of the date of



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termination.

10.3. Customer will be responsible for payment of any missed payments due to the termination before being allowed to purchase any future TASER Device plan.

Axon Auto-Tagging Appendix

If Auto-Tagging is included on the Quote, this Appendix applies.

1. **Scope.** Axon Auto-Tagging consists of the development of a module to allow Axon Evidence to interact with Customer's Computer-Aided Dispatch ("**CAD**") or Records Management Systems ("**RMS**"). This allows end users to auto-populate Axon video meta-data with a case ID, category, and location-based on data maintained in Customer's CAD or RMS.
2. **Support.** For thirty (30) days after completing Auto-Tagging Services, Axon will provide up to five (5) hours of remote support at no additional charge. Axon will provide free support due to a change in Axon Evidence, if Customer maintains an Axon Evidence and Auto-Tagging subscription. Axon will not provide support if a change is required because Customer changes its CAD or RMS.
3. **Changes.** Axon is only responsible to perform the Services in this Appendix. Any additional Services are out of scope. The Parties must document scope changes in a written and signed change order. Changes may require an equitable adjustment in fees or schedule.
4. **Customer Responsibilities.** Axon's performance of Auto-Tagging Services requires Customer to:
 - 4.1. Make available relevant systems, including Customer's current CAD or RMS, for assessment by Axon (including remote access if possible);
 - 4.2. Make required modifications, upgrades or alterations to Customer's hardware, facilities, systems and networks related to Axon's performance of Auto-Tagging Services;
 - 4.3. Provide access to the premises where Axon is performing Auto-Tagging Services, subject to Customer safety and security restrictions, and allow Axon to enter and exit the premises with laptops and materials needed to perform Auto-Tagging Services;
 - 4.4. Provide all infrastructure and software information (TCP/IP addresses, node names, network configuration) necessary for Axon to provide Auto-Tagging Services;
 - 4.5. Promptly install and implement any software updates provided by Axon;
 - 4.6. Ensure that all appropriate data backups are performed;
 - 4.7. Provide assistance, participation, and approvals in testing Auto-Tagging Services;
 - 4.8. Provide Axon with remote access to Customer's Axon Evidence account when required;
 - 4.9. Notify Axon of any network or machine maintenance that may impact the performance of the module at Customer; and
 - 4.10. Ensure reasonable availability of knowledgeable staff and personnel to provide timely, accurate, complete, and up-to-date documentation and information to Axon.
5. **Access to Systems.** Customer authorizes Axon to access Customer's relevant computers, network systems, and CAD or RMS solely for performing Auto-Tagging Services. Axon will work diligently to identify the resources and information Axon expects to use and will provide an initial list to Customer. Customer is responsible for and assumes the risk of any problems, delays, losses, claims, or expenses resulting from the content, accuracy, completeness, and consistency of all data, materials, and information supplied by Customer.

Axon Fleet Appendix

If Axon Fleet is included on the Quote, this Appendix applies.

1. **Customer Responsibilities.**
 - 1.1. Customer must ensure its infrastructure and vehicles adhere to the minimum requirements to operate Axon Fleet 2 Axon Fleet 3 or a future Fleet iteration (collectively, "**Axon Fleet**") as established by Axon during the qualifier call and on-site assessment at Customer and in any technical qualifying questions. If Customer's representations are inaccurate, the Quote is subject to change.
 - 1.2. Customer is responsible for providing a suitable work area for Axon or Axon third-party providers to install Axon Fleet systems into Customer vehicles. Customer is responsible for making available all vehicles for which installation services were purchased, during the agreed upon onsite installation dates, Failure to make vehicles available may require an equitable adjustment in fees or schedule.
2. **Cradlepoint.** If Customer purchases Cradlepoint Enterprise Cloud Manager, Customer will comply with Cradlepoint's end user license agreement. The term of the Cradlepoint license may differ from the Axon Evidence Subscription. If Customer requires Cradlepoint support, Customer will contact Cradlepoint directly.
3. **Third-party Installer.** Axon will not be liable for the failure of Axon Fleet hardware to operate per specifications if such failure results from installation not performed by, or as directed by Axon.
4. **Wireless Offload Server.**
 - 4.1. **License Grant.** Axon grants Customer a non-exclusive, royalty-free, worldwide, perpetual license to use Wireless Offload Server ("**WOS**"). "Use" means storing, loading, installing, or executing WOS solely for data communication with Axon Devices for the number of licenses purchased. The WOS term begins upon the start of the Axon Evidence Subscription.
 - 4.2. **Restrictions.** Customer may not: (a) modify, alter, tamper with, repair, or create derivative works of WOS; (b) reverse engineer, disassemble, or decompile WOS, apply any process to derive the source code of WOS, or allow others to do so; (c) access or use WOS to avoid incurring fees or exceeding usage limits; (d) copy WOS in whole or part; (e) use trade secret information contained in WOS; (f) resell, rent, loan or sublicense WOS; (g) access WOS to build a competitive device or service or copy any features, functions or graphics of WOS; or (h) remove, alter or obscure any confidentiality or proprietary rights notices (including copyright and trademark notices) of Axon or Axon's licensors on or within WOS.
 - 4.3. **Updates.** If Customer purchases WOS maintenance, Axon will make updates and error corrections to WOS ("**WOS Updates**") available electronically via the Internet or media as determined by Axon. Customer is responsible for establishing and maintaining adequate Internet access to receive WOS Updates and maintaining computer equipment necessary for use of WOS. The Quote will detail the maintenance term.
 - 4.4. **WOS Support.** Upon request by Axon, Customer will provide Axon with access to Customer's store and forward servers solely for troubleshooting and maintenance.
5. **Axon Vehicle Software.**
 - 5.1. **License Grant.** Axon grants Customer a non-exclusive, royalty-free, worldwide, perpetual license to use ViewXL or Dashboard (collectively, "**Axon Vehicle Software**"). "Use" means storing, loading, installing, or executing Axon Vehicle Software solely for data communication with Axon Devices. The Axon Vehicle Software term begins upon the start of the Axon Evidence Subscription.
 - 5.2. **Restrictions.** Customer may not: (a) modify, alter, tamper with, repair, or create derivative works of Axon Vehicle Software; (b) reverse engineer, disassemble, or decompile Axon Vehicle Software, apply any process to derive the source code of Axon Vehicle Software, or allow others to do so; (c) access or use Axon Vehicle Software to avoid incurring fees or exceeding usage limits; (d) copy Axon Vehicle Software in whole or part; (e) use trade secret information contained in Axon Vehicle Software; (f) resell, rent, loan or sublicense Axon Vehicle Software; (g) access Axon Vehicle Software to build a competitive device or service or copy any features, functions or graphics of Axon Vehicle Software; or (h) remove, alter or obscure any confidentiality or proprietary rights notices (including copyright and trademark notices) of Axon or Axon's licensors on or within Axon Vehicle Software.

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6. **Acceptance Checklist.** If Axon provides services to Customer pursuant to any statement of work in connection with Axon Fleet, within seven (7) days of the date on which Customer retrieves Customer's vehicle(s) from the Axon installer, said vehicle having been installed and configured with tested and fully and properly operational in-car hardware and software identified above, Customer will receive a Professional Services Acceptance Checklist to submit to Axon indicating acceptance or denial of said deliverables.
7. **Axon Fleet Upgrade.** If Customer has no outstanding payment obligations and has purchased the "Fleet Technology Assurance Plan" (Fleet TAP), Axon will provide Customer with the same or like model of Fleet hardware ("**Axon Fleet Upgrade**") as scheduled on the Quote.
 - 7.1. If Customer would like to change models for the Axon Fleet Upgrade, Customer must pay the difference between the MSRP for the offered Axon Fleet Upgrade and the MSRP for the model desired. The MSRP is the MSRP in effect at the time of the upgrade. Customer is responsible for the removal of previously installed hardware and installation of the Axon Fleet Upgrade.
 - 7.2. Within thirty (30) days of receiving the Axon Fleet Upgrade, Customer must return the original Axon Devices to Axon or destroy the Axon Devices and provide a certificate of destruction to Axon, including serial numbers of the destroyed Axon Devices. If Customer does not destroy or return the Axon Devices to Axon, Axon will deactivate the serial numbers for the Axon Devices received by Customer.
8. **Axon Fleet Termination.** Axon may terminate Customer's Fleet subscription for non-payment. Upon any termination:
 - 8.1. Axon Fleet subscription coverage terminates, and no refunds will be given.
 - 8.2. Axon will not and has no obligation to provide the Axon Fleet Upgrade.
 - 8.3. Customer will be responsible for payment of any missed payments due to the termination before being allowed to purchase any future Fleet TAP.

Axon Respond Appendix

This Axon Respond Appendix applies to both Axon Respond and Axon Respond Plus, if either is included on the Quote.

1. **Axon Respond Subscription Term.** If Customer purchases Axon Respond as part of a bundled offering, the Axon Respond subscription begins on the later of the (1) start date of that bundled offering, or (2) date Axon provisions Axon Respond to Customer. If Customer purchases Axon Respond as a standalone, the Axon Respond subscription begins the later of the (1) date Axon provisions Axon Respond to Customer, or (2) first day of the month following the Effective Date. The Axon Respond subscription term will end upon the completion of the Axon Evidence Subscription associated with Axon Respond.
2. **Scope of Axon Respond.** The scope of Axon Respond is to assist Customer with real-time situational awareness during critical incidents to improve officer safety, effectiveness, and awareness. In the event Customer uses Axon Respond outside this scope, Axon may initiate good-faith discussions with Customer on upgrading Customer's Axon Respond to better meet Customer's needs.
3. **Axon Body LTE Requirements.** Axon Respond is only available and usable with an LTE enabled body-worn camera. Axon is not liable if Customer utilizes the LTE device outside of the coverage area or if the LTE carrier is unavailable. LTE coverage is only available in the United States, including any U.S. territories. Axon may utilize a carrier of Axon's choice to provide LTE service. Axon may change LTE carriers during the Term without Customer's consent.
4. **Axon Fleet LTE Requirements.** Axon Respond is only available and usable with a Fleet system configured with LTE modem and service. Customer is responsible for providing LTE service for the modem. Coverage and availability of LTE service is subject to Customer's LTE carrier.
5. **Axon Respond Service Limitations.** Customer acknowledges that LTE service is made available only within the operating range of the networks. Service may be temporarily refused, interrupted, or limited because of: (a) facilities limitations; (b) transmission limitations caused by atmospheric, terrain, other natural or artificial conditions adversely affecting transmission, weak batteries, system overcapacity, movement outside a service area or gaps in coverage in a service area, and other causes reasonably outside of the carrier's control such as intentional or negligent acts of third parties that damage or impair the network or disrupt service; or (c) equipment modifications, upgrades, relocations, repairs, and other similar activities necessary for the proper or improved operation of service.
 - 5.1. **With regard to Axon Body, Partner networks are made available as-is and the carrier makes no warranties or representations as to the availability or quality of roaming service provided by carrier partners, and the carrier will not be liable in any capacity for any errors, outages, or failures of carrier partner networks. Customer expressly understands and agrees that it has no contractual relationship whatsoever with the underlying wireless service provider or its affiliates or contractors and Customer is not a third-party beneficiary of any agreement between Axon and the underlying carrier.**
6. **Termination.** Upon termination of this Agreement, or if Customer stops paying for Axon Respond or bundles that include Axon Respond, Axon will end Axon Respond services, including any Axon-provided LTE service.

Add-on Services Appendix

This Appendix applies if Axon Community Request, Axon Redaction Assistant, and/or Axon Performance are included on the Quote.

1. **Subscription Term.** If Customer purchases Axon Community Request, Axon Redaction Assistant, or Axon Performance as part of OSP 7 or OSP 10, the subscription begins on the later of the (1) start date of the OSP 7 or OSP 10 Term, or (2) date Axon provisions Axon Community Request Axon Redaction Assistant, or Axon Performance to Customer.
 - 1.1. If Customer purchases Axon Community Request, Axon Redaction Assistant, or Axon Performance as a standalone, the subscription begins the later of the (1) date Axon provisions Axon Community Request, Axon Redaction Assistant, or Axon Performance to Customer, or (2) first day of the month following the Effective Date.
 - 1.2. The subscription term will end upon the completion of the Axon Evidence Subscription associated with the add-on.
2. **Axon Community Request Storage.** For Axon Community Request, Customer may store an unlimited amount of data submitted through the public portal ("**Portal Content**"), within Customer's Axon Evidence instance. The post-termination provisions outlined in the Axon Cloud Services Terms of Use Appendix also apply to Portal Content.
3. **Performance Auto-Tagging Data.** In order to provide some features of Axon Performance to Customer, Axon will need to store call for service data from Customer's CAD or RMS.

Axon Auto-Transcribe Appendix

This Appendix applies if Axon Auto-Transcribe is included on the Quote.

1. **Subscription Term.** If Customer purchases Axon Auto-Transcribe as part of a bundle or Axon Cloud Services subscription, the subscription begins on the later of the (1) start date of the bundle or Axon Cloud Services license term, or (2) date Axon provisions Axon Auto-Transcribe to Customer. If Customer purchases Axon Auto-Transcribe minutes as a standalone, the subscription begins on the date Axon provisions Axon Auto-Transcribe to Customer.
 - 1.1. If Customer cancels Auto-Transcribe services, any amounts owed by the Parties will be based on the amount of time passed under the annual subscription, rather than on the number of minutes used, regardless of usage.
2. **Auto-Transcribe A-La-Carte Minutes.** Upon Axon granting Customer a set number of minutes, Customer may utilize Axon Auto-Transcribe, subject to the number of minutes allowed on the Quote. Customer will not have the ability to roll over unused minutes to future Auto-Transcribe terms. Axon may charge Customer additional fees for exceeding the number of purchased minutes. Axon Auto-Transcribe minutes expire one year after being provisioned to Customer by Axon.
3. **Axon Unlimited Transcribe.** Upon Axon granting Customer an Unlimited Transcribe subscription to Axon Auto-Transcribe, Customer may utilize Axon Auto-Transcribe with no limit on the number of minutes. Unlimited Transcribe includes automatic transcription of all Axon BWC and Axon Capture footage. With regard to Axon Interview Room, Axon Fleet, Axon Citizen, or third-party transcription, transcription must be requested on demand. Notwithstanding the foregoing, Axon may limit usage after 5,000 minutes per user per month for multiple months in a row. Axon will not bill for overages.
4. **Warranty.** Axon disclaims all warranties, express or implied, for Axon Auto-Transcribe.

Axon Virtual Reality Content Terms of Use Appendix

If Virtual Reality is included on the Quote, this Appendix applies.

1. **Term.** The Quote will detail the products and license duration, as applicable, of the goods, services, and software, and contents thereof, provided by Axon to Customer related to virtual reality (collectively, "**Virtual Reality Media**").
2. **Headsets.** Customer may purchase additional virtual reality headsets from Axon. In the event Customer decides to purchase additional virtual reality headsets for use with Virtual Reality Media, Customer must purchase those headsets from Axon.
3. **License Restrictions.** All licenses will immediately terminate if Customer does not comply with any term of this Agreement. If Customer utilizes more users than stated in this Agreement, Customer must purchase additional Virtual Reality Media licenses from Axon. Customer may not use Virtual Reality Media for any purpose other than as expressly permitted by this Agreement. Customer may not:
 - 3.1. modify, tamper with, repair, or otherwise create derivative works of Virtual Reality Media;
 - 3.2. reverse engineer, disassemble, or decompile Virtual Reality Media or apply any process to derive the source code of Virtual Reality Media, or allow others to do the same;
 - 3.3. copy Virtual Reality Media in whole or part, except as expressly permitted in this Agreement;
 - 3.4. use trade secret information contained in Virtual Reality Media;
 - 3.5. resell, rent, loan or sublicense Virtual Reality Media;
 - 3.6. access Virtual Reality Media to build a competitive device or service or copy any features, functions, or graphics of Virtual Reality Media; or
 - 3.7. remove, alter, or obscure any confidentiality or proprietary rights notices (including copyright and trademark notices) of Axon or Axon's licensors on or within Virtual Reality Media or any copies of Virtual Reality Media.
4. **Privacy.** Customer's use of the Virtual Reality Media is subject to the Axon Virtual Reality Privacy Policy, a current version of which is available at <https://www.axon.com/axonvrprivacypolicy>.
5. **Termination.** Axon may terminate Customer's license immediately for Customer's failure to comply with any of the terms in this Agreement.

Axon Evidence Local Software Appendix

This Appendix applies if Axon Evidence Local is included on the Quote.

1. **License.** Axon owns all executable instructions, images, icons, sound, and text in Axon Evidence Local. All rights are reserved to Axon. Axon grants a non-exclusive, royalty-free, worldwide right and license to use Axon Evidence Local. "Use" means storing, loading, installing, or executing Axon Evidence Local exclusively for data communication with an Axon Device. Customer may use Axon Evidence Local in a networked environment on computers other than the computer it installs Axon Evidence Local on, so long as each execution of Axon Evidence Local is for data communication with an Axon Device. Customer may make copies of Axon Evidence Local for archival purposes only. Axon shall retain all copyright, trademark, and proprietary notices in Axon Evidence Local on all copies or adaptations.
2. **Term.** The Quote will detail the duration of the Axon Evidence Local license, as well as any maintenance. The term will begin upon installation of Axon Evidence Local.
3. **License Restrictions.** All licenses will immediately terminate if Customer does not comply with any term of this Agreement. Customer may not use Axon Evidence Local for any purpose other than as expressly permitted by this Agreement. Customer may not:
 - 3.1. modify, tamper with, repair, or otherwise create derivative works of Axon Evidence Local;
 - 3.2. reverse engineer, disassemble, or decompile Axon Evidence Local or apply any process to derive the source code of Axon Evidence Local, or allow others to do the same;
 - 3.3. access or use Axon Evidence Local to avoid incurring fees or exceeding usage limits or quotas;
 - 3.4. copy Axon Evidence Local in whole or part, except as expressly permitted in this Agreement;
 - 3.5. use trade secret information contained in Axon Evidence Local;
 - 3.6. resell, rent, loan or sublicense Axon Evidence Local;
 - 3.7. access Axon Evidence Local to build a competitive device or service or copy any features, functions, or graphics of Axon Evidence Local; or
 - 3.8. remove, alter, or obscure any confidentiality or proprietary rights notices (including copyright and trademark notices) of Axon or Axon's licensors on or within Axon Evidence Local or any copies of Axon Evidence Local.
4. **Support.** Axon may make available updates and error corrections ("**Updates**") to Axon Evidence Local. Axon will provide Updates electronically via the Internet or media as determined by Axon. Customer is responsible for establishing and maintaining adequate access to the Internet to receive Updates. Customer is responsible for maintaining the computer equipment necessary to use Axon Evidence Local. Axon may provide technical support of a prior release/version of Axon Evidence Local for six (6) months from when Axon made the subsequent release/version available.
5. **Termination.** Axon may terminate Customer's license immediately for Customer's failure to comply with any of the terms in this Agreement. Upon termination, Axon may disable Customer's right to login to Axon Evidence Local.

Axon Application Programming Interface Appendix

This Appendix applies if Axon's API Services or a subscription to Axon Cloud Services is included on the Quote.

1. **Definitions.**

- 1.1. **"API Client"** means the software that acts as the interface between Customer's computer and the server, which is already developed or to be developed by Customer.
- 1.2. **"API Interface"** means software implemented by Customer to configure Customer's independent API Client Software to operate in conjunction with the API Service for Customer's authorized Use.
- 1.3. **"Axon Evidence Partner API, API or Axon API"** (collectively **"API Service"**) means Axon's API which provides a programmatic means to access data in Customer's Axon Evidence account or integrate Customer's Axon Evidence account with other systems.
- 1.4. **"Use"** means any operation on Customer's data enabled by the supported API functionality.

2. **Purpose and License.**

- 2.1. Customer may use API Service and data made available through API Service, in connection with an API Client developed by Customer. Axon may monitor Customer's use of API Service to ensure quality, improve Axon devices and services, and verify compliance with this Agreement. Customer agrees to not interfere with such monitoring or obscure from Axon Customer's use of API Service. Customer will not use API Service for commercial use.
- 2.2. Axon grants Customer a non-exclusive, non-transferable, non-sublicensable, worldwide, revocable right and license during the Term to use API Service, solely for Customer's Use in connection with Customer's API Client.
- 2.3. Axon reserves the right to set limitations on Customer's use of the API Service, such as a quota on operations, to ensure stability and availability of Axon's API. Axon will use reasonable efforts to accommodate use beyond the designated limits.

3. **Configuration.** Customer will work independently to configure Customer's API Client with API Service for Customer's applicable Use. Customer will be required to provide certain information (such as identification or contact details) as part of the registration. Registration information provided to Axon must be accurate. Customer will inform Axon promptly of any updates. Upon Customer's registration, Axon will provide documentation outlining API Service information.

4. **Customer Responsibilities.** When using API Service, Customer and its end users may not:

- 4.1. use API Service in any way other than as expressly permitted under this Agreement;
- 4.2. use in any way that results in, or could result in, any security breach to Axon;
- 4.3. perform an action with the intent of introducing any viruses, worms, defect, Trojan horses, malware, or any items of a destructive nature to Axon Devices and Services;
- 4.4. interfere with, modify, disrupt or disable features or functionality of API Service or the servers or networks providing API Service;
- 4.5. reverse engineer, decompile, disassemble, or translate or attempt to extract the source code from API Service or any related software;
- 4.6. create an API Interface that functions substantially the same as API Service and offer it for use by third parties;
- 4.7. provide use of API Service on a service bureau, rental or managed services basis or permit other individuals or entities to create links to API Service;
- 4.8. frame or mirror API Service on any other server, or wireless or Internet-based device;
- 4.9. make available to a third-party, any token, key, password or other login credentials to API Service;
- 4.10. take any action or inaction resulting in illegal, unauthorized or improper purposes; or
- 4.11. disclose Axon's API manual.

5. **API Content.** All content related to API Service, other than Customer Content or Customer's API Client content, is considered Axon's API Content, including:

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- 5.1. the design, structure and naming of API Service fields in all responses and requests;
 - 5.2. the resources available within API Service for which Customer takes actions on, such as evidence, cases, users, or reports;
 - 5.3. the structure of and relationship of API Service resources; and
 - 5.4. the design of API Service, in any part or as a whole.
6. **Prohibitions on API Content**. Neither Customer nor its end users will use API content returned from the API Interface to:
- 6.1. scrape, build databases, or otherwise create permanent copies of such content, or keep cached copies longer than permitted by the cache header;
 - 6.2. copy, translate, modify, create a derivative work of, sell, lease, lend, convey, distribute, publicly display, or sublicense to any third-party;
 - 6.3. misrepresent the source or ownership; or
 - 6.4. remove, alter, or obscure any confidentiality or proprietary rights notices (including copyright and trademark notices).
7. **API Updates**. Axon may update or modify the API Service from time to time ("**API Update**"). Customer is required to implement and use the most current version of API Service and to make any applicable changes to Customer's API Client required as a result of such API Update. API Updates may adversely affect how Customer's API Client access or communicate with API Service or the API Interface. Each API Client must contain means for Customer to update API Client to the most current version of API Service. Axon will provide support for one (1) year following the release of an API Update for all depreciated API Service versions.

Advanced User Management Appendix

This Appendix applies if Axon Advanced User Management is included on the Quote.

1. **Scope.** Advanced User Management allows Customer to (a) utilize bulk user creation and management, (b) automate user creation and management through System for Cross-domain Identity Management ("**SCIM**"), and (c) automate group creation and management through SCIM.
2. **Advanced User Management Configuration.** Customer will work independently to configure Customer's Advanced User Management for Customer's applicable Use. Upon request, Axon will provide general guidance to Customer, including documentation that details the setup and configuration process.

FUSUS APPENDIX

1. **Access.** Upon Axon granting Customer a subscription to FUSUS cloud services in the Quote, Customer may access and use FūsusONE Real Time Interoperability Solution services to for the purpose of viewing and managing Customer Content. Some Customer content contained in Axon’s Evidence.com may not be accessible or transferable to the FUSUS cloud services.
2. **Product Limits.** The following limitations apply to the below products:

	Lite	Basic	Pro	Enterprise	Enterprise Plus
Total Number of Managed End Points	150	150	500	1500	4500
Max Number of Video Streams Connected	0	150	500	1500	4500
Indefinite Cloud Storage		2TB	5TB	10TB	30TB

Overages may result in additional fees or the need to upgrade products.

3. **Disclaimer.** Customer is responsible for use of any internet access devices and/or all third-party hardware, software, services, telecommunication services (including Internet connectivity), or other items used by Customer to access the service (“Third-Party Components”) are the sole and exclusive responsibility of Customer, and that Axon has no responsibility for such Third-party Components, FUSUS cloud services, or Customer relationships with such third parties. Customer agrees to at all times comply with the lawful terms and conditions of agreements with such third parties. Axon does not represent or warrant that the FUSUS cloud services and the Customer Content are compatible with any specific third-party hardware or software or any other Third-Party Components. Customer is responsible for providing and maintaining an operating environment as reasonably necessary to accommodate and access the FUSUS cloud services.
4. **Data Privacy.** Axon may collect, use, transfer, disclose and otherwise process Customer Content in the context of facilitating communication of data with Customer through their use of FUSUS cloud services FUSUS app (iOS or Android interface), complying with legal requirements, monitoring the Customer’s use of FUSUS systems, and undertaking data analytics. Customer Content saved in Axon Cloud Services is the sole property of Customer and may not be distributed by Axon to any third parties outside of the Customer’s organization without the Customer’s expressed written consent.

Axon Channel Services Appendix

This Appendix applies if Customer purchases Axon Channel Service, as set forth on the Quote.

1. Definitions.
 - 1.1. **"Axon Digital Evidence Management System"** means Axon Evidence or Axon Evidence Local, as specified in the attached Channel Services Statement of Work.
 - 1.2. **"Active Channel"** means a third-party system that is continuously communicating with an Axon Digital Evidence Management System.
 - 1.3. **"Inactive Channel"** means a third-party system that will have a one-time communication to an Axon Digital Evidence Management System.
2. **Scope.** Customer currently has a third-party system or data repository from which Customer desires to share data with Axon Digital Evidence Management. Axon will facilitate the transfer of Customer's third-party data into an Axon Digital Evidence Management System or the transfer of Customer data out of an Axon Digital Evidence Management System as defined in the Channel Services Statement of Work ("**Channel Services SOW**"). Channel Services will not delete any Customer Content. Customer is responsible for verifying all necessary data is migrated correctly and retained per Customer policy.
3. **Changes.** Axon is only responsible to perform the Services described in this Appendix and Channel Services SOW. Any additional services are out of scope. The Parties must document scope changes in a written and signed change order. Changes may require an equitable adjustment in the charges or schedule.
4. **Purpose and Use.** Customer is responsible for verifying Customer has the right to share data from and provide access to third-party system as it relates to the Services described in this Appendix and the Channel Services SOW. For Active Channels, Customer is responsible for any changes to a third-party system that may affect the functionality of the channel service. Any additional work required for the continuation of the Service may require additional fees. An Axon Field Engineer may require access to Customer's network and systems to perform the Services described in the Channel Services SOW. Customer is responsible for facilitating this access per all laws and policies applicable to Customer.
5. **Project Management.** Axon will assign a Project Manager to work closely with Customer's project manager and project team members and will be responsible for completing the tasks required to meet all contract deliverables on time and budget.
6. **Warranty.** Axon warrants that it will perform the Channel Services in a good and workmanlike manner.
7. **Monitoring.** Axon may monitor Customer's use of Channel Services to ensure quality, improve Axon devices and services, prepare invoices based on the total amount of data migrated, and verify compliance with this Agreement. Customer agrees not to interfere with such monitoring or obscure from Axon Customer's use of channel services.
8. **Customer's Responsibilities.** Axon's successful performance of the Channel Services requires Customer:
 - 8.1. Make available its relevant systems for assessment by Axon (including making these systems available to Axon via remote access);
 - 8.2. Provide access to the building facilities and where Axon is to perform the Channel Services, subject to safety and security restrictions imposed by the Customer (including providing security passes or other necessary documentation to Axon representatives performing the Channel Services permitting them to enter and exit Customer premises with laptop personal computers and any other materials needed to perform the Channel Services);
 - 8.3. Provide all necessary infrastructure and software information (TCP/IP addresses, node names, and network configuration) for Axon to provide the Channel Services;
 - 8.4. Ensure all appropriate data backups are performed;
 - 8.5. Provide Axon with remote access to the Customer's network and third-party systems when required for Axon to perform the Channel Services;
 - 8.6. Notify Axon of any network or machine maintenance that may impact the performance of the Channel Services; and
 - 8.7. Ensure the reasonable availability by phone or email of knowledgeable staff, personnel, system administrators,

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Department: Legal

Version: 21

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and operators to provide timely, accurate, complete, and up-to-date documentation and information to Axon (these contacts are to provide background information and clarification of information required to perform the Channel Services).

VIEVU Data Migration Appendix

This Appendix applies if Customer purchases Migration services, as set forth on the Quote.

1. **Scope.** Customer currently has legacy data in the VIEVU solution from which Customer desires to move to Axon Evidence. Axon will work with Customer to copy legacy data from the VIEVU solution into Axon Evidence ("**Migration**"). Before Migration, Customer and Axon will work together to develop a Statement of Work ("**Migration SOW**") to detail all deliverables and responsibilities. The Migration will require the availability of Customer resources. Such resources will be identified in the SOW. On-site support during Migration is not required. Upon Customer's request, Axon will provide on-site support for an additional fee. Any request for on-site support will need to be pre-scheduled and is subject to Axon's resource availability.
 - 1.1. A small amount of unexposed data related to system information will not be migrated from the VIEVU solution to Axon Evidence. Upon request, some of this data can be manually exported before Migration and provided to Customer. The Migration SOW will provide further detail.
2. **Changes.** Axon is only responsible to perform the Services described in this Appendix and Migration SOW. Any additional services are out of scope. The Parties must document scope changes in a written and signed change order. Changes may require an equitable adjustment in the charges or schedule.
3. **Project Management.** Axon will assign a Project Manager to work closely with Customer's project manager and project team members and will be responsible for completing the tasks required to meet all contract deliverables on time and budget.
4. **Downtime.** There may be downtime during the Migration. The duration of the downtime will depend on the amount of data that Customer is migrating. Axon will work with Customer to minimize any downtime. Any VIEVU mobile application will need to be disabled upon Migration.
5. **Functionality Changes.** Due to device differences between the VIEVU solution and the Axon's Axon Evidence solution, there may be functionality gaps that will not allow for all migrated data to be displayed the same way in the user interface after Migration.
6. **Acceptance.** Once the Migration is complete, Axon will notify Customer and provide an acceptance form. Customer is responsible for verifying that the scope of the project has been completed and all necessary data is migrated correctly and retained per Customer policy. Customer will have ninety (90) days to provide Axon acceptance that the Migration was successful, or Axon will deem the Migration accepted.
 - 6.1. In the event Customer does not accept the Migration, Customer agrees to notify Axon within a reasonable time. Customer also agrees to allow Axon a reasonable time to resolve any issue. In the event Customer does not provide Axon with a written rejection of the Migration during these ninety (90) days, Customer may be charged for additional monthly storage costs. After Customer provides acceptance of the Migration, Axon will delete all data from the VIEVU solution ninety (90) days after the Migration.
7. **Post-Migration.** After Migration, the VIEVU solution may not be supported and updates may not be provided. Axon may end of life the VIEVU solution in the future. If Customer elects to maintain data within the VIEVU solution, Axon will provide Customer ninety (90) days' notice before ending support for the VIEVU solution.
8. **Warranty.** Axon warrants that it will perform the Migration in a good and workmanlike manner.
9. **Monitoring.** Axon may monitor Customer's use of Migration to ensure quality, improve Axon Devices and Services, prepare invoices based on the total amount of data migrated, and verify compliance with this Agreement. Customer agrees not to interfere with such monitoring or obscure Customer's use of Migration from Axon.

10.

Axon Technical Account Manager Appendix

This Appendix applies if Axon Support Engineer services are included on the Quote.

1. **Axon Technical Account Manager Payment.** Axon will invoice for Axon Technical Account Manager ("TAM") services, as outlined in the Quote, when the TAM commences work on-site at Customer.
2. **Full-Time TAM Scope of Services.**
 - 2.1. A Full-Time TAM will work on-site four (4) days per week, unless an alternate schedule or reporting location is mutually agreed upon by Axon and Customer.
 - 2.2. Customer's Axon sales representative and Axon's Customer Success team will work with Customer to define its support needs and ensure the Full-Time TAM has skills to align with those needs. There may be up to a six- (6-) month waiting period before the Full-Time TAM can work on-site, depending upon Customer's needs and availability of a Full-Time TAM.
 - 2.3. The purchase of Full-Time TAM Services includes two (2) complimentary Axon Accelerate tickets per year of the Agreement, so long as the TAM has started work at Customer, and Customer is current on all payments for the Full-Time TAM Service.
 - 2.4. The Full-Time TAM **Service options are listed below:**

<p>Ongoing System Set-up and Configuration Assisting with assigning cameras and registering docks Maintaining Customer's Axon Evidence account Connecting Customer to "Early Access" programs for new devices</p>
<p>Account Maintenance Conducting on-site training on new features and devices for Customer leadership team(s) Thoroughly documenting issues and workflows and suggesting new workflows to improve the effectiveness of the Axon program Conducting weekly meetings to cover current issues and program status</p>
<p>Data Analysis Providing on-demand Axon usage data to identify trends and insights for improving daily workflows Comparing Customer's Axon usage and trends to peers to establish best practices Proactively monitoring the health of Axon equipment and coordinating returns when needed</p>
<p>Direct Support Providing on-site, Tier 1 and Tier 2 (as defined in Axon's Service Level Agreement) technical support for Axon Devices Proactively monitoring the health of Axon equipment Creating and monitoring RMAs on-site Providing Axon app support Monitoring and testing new firmware and workflows before they are released to Customer's production environment</p>
<p>Customer Advocacy Coordinating bi-annual voice of customer meetings with Axon's Device Management team Recording and tracking Customer feature requests and major bugs</p>

3. **Regional TAM Scope of Services**
 - 3.1. A Regional TAM will work on-site for three (3) consecutive days per quarter. Customer must schedule the on-site days at least two (2) weeks in advance. The Regional TAM will also be available by phone and email during regular business hours up to eight (8) hours per week.
 - 3.2. There may be up to a six- (6-) month waiting period before Axon assigns a Regional TAM to Customer, depending upon the availability of a Regional TAM.
 - 3.3. The purchase of Regional TAM Services includes two (2) complimentary Axon Accelerate tickets per year of the Agreement, so long as the TAM has started work at Customer and Customer is current on all payments for the Regional TAM Service.
 - 3.4. The Regional TAM service options are listed below:

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Account Maintenance

Conducting remote training on new features and **devices for Customer's leadership**

Thoroughly documenting issues and workflows and suggesting new **workflows to improve the effectiveness of the Axon program**

Conducting weekly conference calls to cover **current issues and program status**

Visiting Customer quarterly (up to 3 consecutive days) to perform a quarterly business review, discuss Customer's goals for your Axon program, and continue to ensure a successful deployment of Axon Devices

Direct Support

Providing remote, Tier 1 and Tier 2 (As defined Axon's Service Level Agreement) technical support for Axon Devices

Creating and monitoring RMAs remotely

Data Analysis

Providing quarterly Axon **usage data to identify trends and program efficiency opportunities**

Comparing an **Customer's Axon usage and trends to peers to establish best practices**

Proactively monitoring the health of Axon equipment and coordinating returns when needed

Customer Advocacy

Coordinating bi-yearly Voice of **Customer meetings with Device Management team**

Recording and tracking Customer feature requests and major bugs

4. **Out of Scope Services.** The TAM is responsible to perform only the Services described in this Appendix. Any additional Services discussed or implied that are not defined explicitly in this Appendix will be considered out of the scope.
5. **TAM Leave Time.** The TAM will be allowed up seven (7) days of sick leave and up to fifteen (15) days of vacation time per each calendar year. The TAM will work with Customer to coordinate any time off and will provide Customer with at least two (2) weeks' notice before utilizing any vacation days.

Axon Investigate Appendix

If the Quote includes Axon's On Prem Video Suite known as Axon Investigate or Third Party Video Support License, the following appendix shall apply.

1. **License Grant.** Subject to the terms and conditions specified below and upon payment of the applicable fees set forth in the Quote, Axon grants to Customer a nonexclusive, nontransferable license to install, use, and display the Axon Investigate software ("**Software**") solely for its own internal use only and for no other purpose, for the duration of subscription term set forth in the Quote. This Agreement does not grant Customer any right to enhancements or updates, but if such are made available to Customer and obtained by Customer they shall become part of the Software and governed by the terms of this Agreement.
2. **Third-Party Licenses.** Axon licenses several third-party codecs and applications that are integrated into the Software. Users with an active support contract with Axon are granted access to these additional features. By accepting this agreement, Customer agrees to and understands that an active support contract is required for all of the following features: DNxHD output formats, decoding files via the "fast indexing" method, proprietary file metadata, telephone and email support, and all future updates to the software. If Customer terminates the annual support contract with Axon, the features listed above will be disabled within the Software. It is recommended that users remain on an active support contract to maintain the full functionality of the Software.
3. **Restrictions on Use.** Customer may not permit any other person to use the Software unless such use is in accordance with the terms of this Agreement. Customer may not modify, translate, reverse engineer, reverse compile, decompile, disassemble or create derivative works with respect to the Software, except to the extent applicable laws specifically prohibit such restrictions. Customer may not rent, lease, sublicense, grant a security interest in or otherwise transfer Customer's rights to or to use the Software. Any rights not granted are reserved to Axon.
4. **Term.** For purchased perpetual Licenses only—excluding Licenses leased for a pre-determined period, evaluation licenses, companion licenses, as well as temporary licenses--the license shall be perpetual unless Customer fails to observe any of its terms, in which case it shall terminate immediately, and without additional prior notice. The terms of Paragraphs 1, 2, 3, 5, 6, 8 and 9 shall survive termination of this Agreement. For licenses leased for a pre-determined period, for evaluation licenses, companion licenses, as well as temporary licenses, the license is granted for a period beginning at the installation date and for the duration of the evaluation period or temporary period as agreed between Axon and Customer.
5. **Title.** Axon and its licensors shall have sole and exclusive ownership of all right, title, and interest in and to the Software and all changes, modifications, and enhancements thereof (including ownership of all trade secrets and copyrights pertaining thereto), regardless of the form or media in which the original or copies may exist, subject only to the rights and privileges expressly granted by Axon. This Agreement does not provide Customer with title or ownership of the Software, but only a right of limited use.
6. **Copies.** The Software is copyrighted under the laws of the United States and international treaty provisions. Customer may not copy the Software except for backup or archival purposes, and all such copies shall contain all Axon's notices regarding proprietary rights as contained in the Software as originally provided to Customer. If Customer receives one copy electronically and another copy on media, the copy on media may be used only for archival purposes and this license does not authorize Customer to use the copy of media on an additional server.
7. **Actions Required Upon Termination.** Upon termination of the license associated with this Agreement, Customer agrees to destroy all copies of the Software and other text and/or graphical documentation, whether in electronic or printed format, that describe the features, functions and operation of the Software that are provided by Axon to Customer ("**Software Documentation**") or return such copies to Axon. Regarding any copies of media containing regular backups of Customer's computer or computer system, Customer agrees not to access such media for the purpose of recovering the Software or online Software Documentation.
8. **Export Controls.** None of the Software, Software Documentation or underlying information may be downloaded or otherwise exported, directly or indirectly, without the prior written consent, if required, of the office of Export Administration of the United States, Department of Commerce, nor to any country to which the U.S. has embargoed goods, to any person on the U.S. Treasury Department's list of Specially Designated Nations, or the U.S. Department of Commerce's Table of Denials.
9. **U.S. Government Restricted Rights.** The Software and Software Documentation are Commercial Computer Software provided with Restricted Rights under Federal Acquisition Regulations and Customer supplements to them. Use, duplication or disclosure by the U.S. Government is subject to restrictions as set forth in subparagraph (c)(1)(ii) of the Rights in Technical Data and Computer Software clause at DFAR 255.227-7013 et. Seq. or 252.211-7015, or



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subparagraphs (a) through (d) of the Commercial Computer Software Restricted Rights at FAR 52.227-19, as applicable, or similar clauses in the NASA FAR Supplement. Contractor/manufacturer is Axon Enterprise, Inc., 17800 North 85th Street, Scottsdale, Arizona 85255.

My90 Terms of Use Appendix

Definitions.

- 1.1. **"My90"** means Axon's proprietary platform and methodology to obtain and analyze feedback, and other related offerings, including, without limitation, interactions between My90 and Axon products.
- 1.2. **"Recipient Contact Information"** means contact information, as applicable, including phone number or email address (if available) of the individual whom Customer would like to obtain feedback.
- 1.3. **"Customer Data"** means
 - 1.3.1. "My90 Customer Content" which means data, including Recipient Contact Information, provided to My90 directly by Customer or at their direction, or by permitting My90 to access or connect to an information system or similar technology. My90 Customer Content does not include My90 Non-Content Data.
 - 1.3.2. "My90 Non-Content Data" which means data, configuration, and usage information about Customer's My90 tenant, and client software, users, and survey recipients that is Processed (as defined in Section 1.6 of this Appendix) when using My90 or responding to a My90 Survey. My90 Non-Content Data includes data about users and survey recipients captured during account management and customer support activities. My90 Non-Content Data does not include My90 Customer Content.
 - 1.3.3. "Survey Response" which means survey recipients' response to My90 Survey.
- 1.4. **"My90 Data"** means
 - 1.4.1. "My90 Survey" which means surveys, material(s) or content(s) made available by Axon to Customer and survey recipients within My90.
 - 1.4.2. "Aggregated Survey Response" which means Survey Response that has been de-identified and aggregated or transformed so that it is no longer reasonably capable of being associated with, or could reasonably be linked directly or indirectly to, a particular individual.
- 1.5. **"Personal Data"** means any information relating to an identified or identifiable natural person. An identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural, or social identity of that natural person.
- 1.6. **"Processing"** means any operation or set of operations which is performed on data or on sets of data, whether or not by automated means, such as collection, recording, organization, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure, or destruction.
- 1.7. **"Sensitive Personal Data"** means Personal Data that reveals an individual's health, racial or ethnic origin, sexual orientation, disability, religious or philosophical beliefs, or trade union membership.
2. **Access.** Upon Axon granting Customer a subscription to My90, Customer may access and use My90 to store and manage My90 Customer Content, and applicable My90 Surveys and Aggregated Survey Responses. This Appendix is subject to the Terms and Conditions of Axon's Master Service and Purchasing Agreement or in the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern.
3. **IP address.** Axon will not store survey respondents' IP address.
4. **Customer Owns My90 Customer Content.** Customer controls or owns all right, title, and interest in My90 Customer Content. Except as outlined herein, Axon obtains no interest in My90 Customer Content, and My90 Customer Content is not Axon's business records. Except as set forth in this Agreement, Customer is responsible for uploading, sharing, managing, and deleting My90 Customer Content. Axon will only have access to My90 Customer Content for the limited purposes set forth herein. Customer agrees to allow Axon access to My90 Customer Content to (a) perform troubleshooting, maintenance, or diagnostic screenings; and (b) enforce this Agreement or policies governing use of My90 and other Axon products.

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5. **Details of the Processing.** The nature and purpose of the Processing under this Appendix are further specified in Schedule 1 Details of the Processing, to this Appendix.
6. **Security.** Axon will implement commercially reasonable and appropriate measures to secure Customer Data against accidental or unlawful loss, access, or disclosure. Axon will maintain a comprehensive information security program to protect Customer Data including logical, physical access, vulnerability, risk, and configuration management; incident monitoring and response; security education; and data protection. Axon will not treat Customer Data in accordance with FBI CJIS Security Policy requirements and does not agree to the CJIS Security Addendum for this engagement or any other security or privacy related commitments that have been established between Axon and Customer, such as ISO 27001 certification or SOC 2 Reporting.
7. **Privacy.** Customer use of My90 is subject to the My90 Privacy Policy, a current version of which is available at <https://www.axon.com/legal/my90privacypolicy>. Customer agrees to allow Axon access to My90 Non-Content Data from Customer to (a) perform troubleshooting, maintenance, or diagnostic screenings; (b) provide, develop, improve, and support current and future Axon products including My90 and related services; and (c) enforce this Agreement or policies governing the use of My90 or other Axon products.
8. **Location of Storage.** Axon may transfer Customer Data to third-party subcontractors for Processing. Axon will determine the locations for Processing of Customer Data. For all Customer, Axon will Process and store Customer Data within the country Customer is based. Ownership of My90 Customer Content remains with Customer.
9. **Required Disclosures.** Axon will not disclose Customer Data that Customer shares with Axon except as compelled by a court or administrative body or required by any law or regulation. Axon will notify Customer if any disclosure request is received for Customer Data so Customer may file an objection with the court or administrative body, unless prohibited by law.
10. **Data Sharing.** Axon may share data only with entities that control or are controlled by or under common control of Axon, and as described below:
 - 10.1. Axon may share Customer Data with third parties it employs to perform tasks on Axon's behalf to provide products or services to Customer.
 - 10.2. Axon may share Aggregated Survey Response with third parties, such as other Axon customers, local city agencies, private companies, or members of the public that are seeking a way to collect analysis on general policing and community trends. Aggregated Survey Response will not be reasonably capable of being associated with or reasonably be linked directly or indirectly to a particular individual.
11. **License and Intellectual Property.** Customer grants Axon, its affiliates, and assignees the irrevocable, perpetual, fully paid, royalty-free, and worldwide right and license to use Customer Data for internal use including but not limited to analysis and creation of derivatives. Axon may not release Customer Data to any third party under this right that is not aggregated and de-identified. Customer acknowledges that Customer will have no intellectual property right in any media, good or service developed or improved by Axon. Customer acknowledges that Axon may make any lawful use of My90 Data and any derivative of Customer Data including, without limitation, the right to monetize, redistribute, make modification of, and make derivatives of the surveys, survey responses and associated data, and Customer will have no intellectual property right in any good, service, media, or other product that uses My90 Data.
12. **Customer Use of Aggregated Survey Response.** Axon will make available to Customer Aggregated Survey Response and rights to use for any Customer purpose.
13. **Data Subject Rights.** Taking into account the nature of the Processing, Axon shall assist Customer by appropriate technical and organizational measures, insofar as this is reasonable, for the fulfilment of Customer's obligation to respond to a Data Subject Request regarding any Personal Data contained within My90 Customer Content. If in regard to My90 Customer Content, Axon receives a Data Subject Request from Customer's data subject to exercise one or more of its rights under applicable Data Protection Law, Axon will redirect the data subject within seventy-two (72) hours, to make its request directly to Customer. Customer will be responsible for responding to any such request.
14. **Assistance with Requests Related to My90 Customer Content.** With regard to the processing of My90 Customer Content, Axon shall, if not prohibited by applicable law, notify Customer without delay after receipt, if Axon: (a) receives a request for information from the Supervisory Authority or any other competent authority regarding My90 Customer Content; (b) receives a complaint or request from a third party regarding the obligations of Customer or Axon under applicable Data Protection Law; or (c) receives any other communication which directly or indirectly pertains to My90 Customer Content or the Processing or protection of My90 Customer Content. Axon

Title: Master Services and Purchasing Agreement between Axon and Customer

Department: Legal

Version: 21

Release Date: 4/1/2024

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shall not respond to such requests, complaints, or communications, unless Customer has given Axon written instructions to that effect or if such is required under a statutory provision. In the latter case, prior to responding to the request, Axon shall notify Customer of the relevant statutory provision and Axon shall limit its response to what is necessary to comply with the request.

15. **Axon Evidence Partner Sharing.** If Axon Evidence partner sharing is used to share My90 Customer Content, Customer will manage the data sharing partnership with Axon and access to allow only for authorized data sharing with Axon. Customer acknowledges that any applicable audit trail on the original source data will not include activities and processing performed against the instances, copies or clips that has been shared with Axon. Customer also acknowledges that the retention policy from the original source data is not applied to any data shared with Axon. Except as provided herein, data shared with Axon may be retained indefinitely by Axon.
16. **Data Retention.** Phone numbers provided to Axon directly by Customer or at their direction, or by permitting My90 to access or connect to an information system or similar technology will be retained for twenty-four (24) hours. Axon will not delete Aggregated Survey Response for four (4) years following termination of this Agreement. There will be no functionality of My90 during these four (4) years other than the ability to submit a request to retrieve Aggregated Survey Response. Axon has no obligation to maintain or provide Aggregated Survey Response after these four years and may thereafter, unless legally prohibited, delete all Aggregated Survey Response.
17. **Termination.** Termination of an My90 Agreement will not result in the removal or modification of previously shared My90 Customer Content or the potential monetization of Survey Response and Aggregated Survey Response.
18. **Managing Data Shared.** Customer is responsible for:
 - 18.1. Ensuring My90 Customer Content is appropriate for use in My90. This includes, prior to sharing: (a) applying any and all required redactions, clipping, removal of metadata, logs, etc. and (b) coordination with applicable public disclosure officers and related legal teams;
 - 18.2. Ensuring that only My90 Customer Content that is authorized to be shared for the purposes outlined is shared with Axon. Customer will periodically monitor or audit this shared data;
 - 18.3. Using an appropriately secure data transfer mechanism to provide My90 Customer Content to Axon;
 - 18.4. Immediately notifying Axon if My90 Customer Content that is not authorized for sharing has been shared. Axon may not be able to immediately retrieve or locate all instances, copies or clips of My90 Customer Content in the event Customer requests to un-share previously shared My90 Customer Content;
19. **Prior to enrollment in My90.** Prior to enrolling in My90, Customer will:
 - 19.1. determine how to use My90 in accordance with applicable laws and regulations including but not limited to consents, use of info or other legal considerations;
 - 19.2. develop a set of default qualification criteria of what My90 Customer Content may be shared with Axon; and
 - 19.3. assign responsibilities for managing what My90 Customer Content is shared with Axon and educate users on what data may or not be shared with Axon.
20. **Customer Responsibilities.** Customer is responsible for:
 - 20.1. ensuring no My90 Customer Content or Customer end user's use of My90 Customer Content or My90 violates this Agreement or applicable laws;
 - 20.2. providing, and will continue to provide, all notices and has obtained, and will continue to obtain, all consents and rights necessary under applicable laws for Axon to process Customer Data in accordance with this Agreement; and
 - 20.3. maintaining necessary computer equipment and Internet connections for use of My90. If Customer becomes aware of any violation of this Agreement by an end user, Customer will immediately terminate that end user's access to My90. Customer will also maintain the security of end usernames and passwords and security and access by end users to My90 Customer Content. Customer is responsible for ensuring the configuration and utilization of My90 meets applicable Customer regulations and standards. Customer may not sell, transfer, or sublicense access to any other entity or person. Customer shall contact Axon

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immediately if an unauthorized party may be using Customer's account or My90 Customer Content or if account information is lost or stolen.

- 21. Suspension.** Axon may temporarily suspend Customer's or any end user's right to access or use any portion or all of My90 immediately upon notice, if Customer or end user's use of or registration for My90 may (a) pose a security risk to Axon products including My90, or any third-party; (b) adversely impact My90, the systems, or content of any other customer; (c) subject Axon, Axon's affiliates, or any third-party to liability; or (d) be fraudulent. Customer remains responsible for all fees, if applicable, incurred through suspension. Axon will not delete My90 Customer Content or Aggregated Survey Response because of suspension, except as specified in this Agreement.
- 22. My90 Restrictions.** Customer and Customer end users (including employees, contractors, agents, officers, volunteers, and directors), may not, or may not attempt to:
- 22.1. copy, modify, tamper with, repair, or create derivative works of any part of My90;
 - 22.2. reverse engineer, disassemble, or decompile My90 or apply any process to derive any source code included in My90, or allow others to do the same;
 - 22.3. access or use My90 with the intent to gain unauthorized access, avoid incurring fees or exceeding usage limits or quotas;
 - 22.4. use trade secret information contained in My90, except as expressly permitted in this Agreement;
 - 22.5. access My90 to build a competitive product or service or copy any features, functions, or graphics of My90;
 - 22.6. remove, alter, or obscure any confidentiality or proprietary rights notices (including copyright and trademark notices) of Axon's or Axon's licensors on or within My90; or
 - 22.7. use My90 to store or transmit infringing, libelous, or other unlawful or tortious material; to store or transmit material in violation of third-party privacy rights; or to store or transmit malicious code.

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Schedule 1- Details of the Processing

1. **Nature and Purpose of the Processing.** To help Customer obtain feedback from individuals, such as members of their community, staff, or officers. Features of My90 may include:
 - 1.1. Survey Tool where Customer may create, distribute, and analyze feedback from individuals it designates. Customer may designate members of the community, staff or officers from whom they would like to obtain feedback;
 - 1.2. Creation of custom forms for surveys. Customer may select questions from a list of pre-drafted questions or create their own;
 - 1.3. Distribution of survey via multiple distribution channels such as text message;
 - 1.4. Ability to access and analyze Survey Response. Axon may also provide Customer Aggregated Survey Responses which contain analysis and insights from the Survey Response;
 - 1.5. Direct integrations into information systems including Computer Aided Dispatch ("**CAD**"). This will enable Customer to share contact information easily and quickly with Axon of any individuals from whom it wishes to obtain feedback, enabling Axon to communicate directly with these individuals;
 - 1.6. Data Dashboard Beta Test ("**Data Dashboard**") where Survey Response and Aggregated Survey Response will be displayed for Customer use. Customer will be able to analyze, interpret, and share results of the Survey Response. My90 may provide beta versions of the Data Dashboard that are specifically designed for Customer to test before they are publicly available;
 - 1.7. Survey Responses will be aggregated and de-identified and may be subsequently distributed and disclosed through various mediums to: (1) Customer; (2) other Axon Customer; (3) private companies; and (4) members of the public. The purpose of disclosure is to provide ongoing insights and comparisons on general policing and community trends. Prior to disclosing this information, Axon will ensure that the Survey Response has been de-identified and aggregated or transformed so that it is no longer reasonably capable of being associated with, or could reasonably be linked directly or indirectly to a particular individual; and
 - 1.8. Provide services and materials to engage Customer stakeholders, market the partnership to the public, and facilitate training.

Master Services and Purchasing Agreement for Customer**Axon Event Offer Appendix**

If the Agreement includes the provision of, or Axon otherwise offers, ticket(s), travel and/or accommodation for select events hosted by Axon ("Axon Event"), the following shall apply:

10. **General.** Subject to the terms and conditions specified below and those in the Agreement, Axon may provide Customer with one or more offers to fund Axon Event ticket(s), travel and/or accommodation for Customer-selected employee(s) to attend one or more Axon Events. By entering into the Agreement, Customer warrants that it is appropriate and permissible for Customer to receive the referenced Axon Event offer(s) based on Customer's understanding of the terms and conditions outlined in this Axon Event Offer Appendix.
11. **Attendee/Employee Selection.** Customer shall have sole and absolute discretion to select the Customer employee(s) eligible to receive the ticket(s), travel and/or accommodation that is the subject of any Axon Event offer(s).
12. **Compliance.** It is the intent of Axon that any and all Axon Event offers comply with all applicable laws, regulations and ethics rules regarding contributions, including gifts and donations. Axon's provision of ticket(s), travel and/or accommodation for the applicable Axon Event to Customer is intended for the use and benefit of Customer in furtherance of its goals, and not the personal use or benefit of any official or employee of Customer. Axon makes this offer without seeking promises or favoritism for Axon in any bidding arrangements. Further, no exclusivity will be expected by either party in consideration for the offer. Axon makes the offer with the understanding that it will not, as a result of such offer, be prohibited from any procurement opportunities or be subject to any reporting requirements. If Customer's local jurisdiction requires Customer to report or disclose the fair market value of the benefits provided by Axon, Customer shall promptly contact Axon to obtain such information, and Axon shall provide the information necessary to facilitate Customer's compliance with such reporting requirements.
13. **Assignability.** Customer may not sell, transfer, or assign Axon Event ticket(s), travel and/or accommodation provided under the Agreement.
14. **Availability.** The provision of all offers of Axon Event ticket(s), travel and/or accommodation is subject to availability of funds and resources. Axon has no obligation to provide Axon Event ticket(s), travel and/or accommodation.
15. **Revocation of Offer.** Axon reserves the right at any time to rescind the offer of Axon Event ticket(s), travel and/or accommodation to Customer if Customer or its selected employees fail to meet the prescribed conditions or if changes in circumstances render the provision of such benefits impractical, inadvisable, or in violation of any applicable laws, regulations, and ethics rules regarding contributions, including gifts and donations



STAFF REPORT	
SUBJECT: Consideration of a Memorandum of Understanding between the City of Clearlake and the Clearlake Police Officers Association for the period July 1, 2024 to June 30, 2026	MEETING DATE: June 20, 2024
SUBMITTED BY: Melissa Swanson, Administrative Services Director/City Clerk	
PURPOSE OF REPORT: <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to approve the Memorandum of Understanding (MOU) between the City of Clearlake and the Clearlake Police Officers Association (POA) for the period of July 1, 2024 through June 30, 2026 and authorize the City Manager to sign.

BACKGROUND/DISCUSSION:

The Clearlake Police Officers Association represents sworn and non-sworn employees within the police department, including police officers, dispatchers, and code enforcement officers. The City negotiations team and the POA have reached a tentative agreement for an MOU covering the period of July 1, 2024 through June 30, 2026. The current MOU expires June 30, 2024.

This report summarizes the tentative agreement negotiated in good faith with POA representatives in accordance with the Meyers-Milias-Brown Act regarding salaries, benefits and other terms and conditions of employment. The City negotiation team believes this agreement acknowledges the critical role the City’s sworn and non-sworn POA employees play in Clearlake’s success while balancing financial responsibility and sustainability within budget constraints.

Highlights of the tentative agreement are as follows:

- Term: A two-year agreement effective July 1, 2024 through June 30, 2026.
- Wage Increase: A 3% base salary rate increase effective the first day of the pay period commencing on or after July 1st, 2024. A 3% base salary rate increase effective the first day of the pay period commencing on or after July 1st, 2025.
- Ability for the employee to “buy back” up to 80 hours of vacation time per fiscal year.
- Increase in the capped hours of accrued compensation time to 160 hours from 80 hours and decreasing the number of hours the employee can cash out to 40 hours.
- Addition of language to allow for a walking pad treadmill for dispatchers.
- Increase from three hours to four hours of overtime compensation for court time, provided the employee calls and confirms court appearance is necessary.
- Shift selection for patrol and dispatch to be done at same time, if possible.

- Provisions regulating applications for an industrial disability retirement through CalPE safety employees.
- Clarifying language in the application of Family Medical Leave Act, California Family Rights Act, and Pregnancy Disability Leave Act leaves, along with leaves of absence without pay.
- Adding the provision that an employee must use accruals to pay for any payroll deductions while out on FMLA/CFRA/PDL or unpaid leave instead of repaying the City through other means.
- Provision clarifying when an employee and their spouse are both City employees, one spouse may insure both under the health plan and the other spouse is eligible for the health in-lieu payment. It further clarifies what must be done if the employee wishes to re-enroll into the City’s health plan.

A redlined version of the MOU is attached to this staff report.

OPTIONS:

1. Move to approve the POA MOU and authorize the City Manager to sign.
2. Other direction

FISCAL IMPACT:

None \$ Budgeted Item? Yes No

Budget Adjustment Needed? Yes No If yes, amount of appropriation increase: \$

Affected fund(s): General Fund Measure P Fund Measure V Fund Other:

Comments: If approved, the FY 2024-25 Budget reflects the salary increases requested by the bargaining units.

STRATEGIC PLAN IMPACT:

- Goal #1: Make Clearlake a Visibly Cleaner City
- Goal #2: Make Clearlake a Statistically Safer City
- Goal #3: Improve the Quality of Life in Clearlake with Improved Public Facilities
- Goal #4: Improve the Image of Clearlake
- Goal #5: Ensure Fiscal Sustainability of City
- Goal #6: Update Policies and Procedures to Current Government Standards
- Goal #7: Support Economic Development

SUGGESTED MOTIONS:

Move to approve the Memorandum of Understanding (MOU) between the City of Clearlake and the Clearlake Police Officers Association (POA) for the period of July 1, 2024 through June 30, 2026 and authorize the City Manager to sign.

- Attachments:** 1) Redlined Memorandum of Understanding

Memorandum of Understanding

Between the

City of Clearlake

And the

**Clearlake Police Officers
Association**

July 1, ~~2022~~2024
through
June 30, ~~2024~~2026

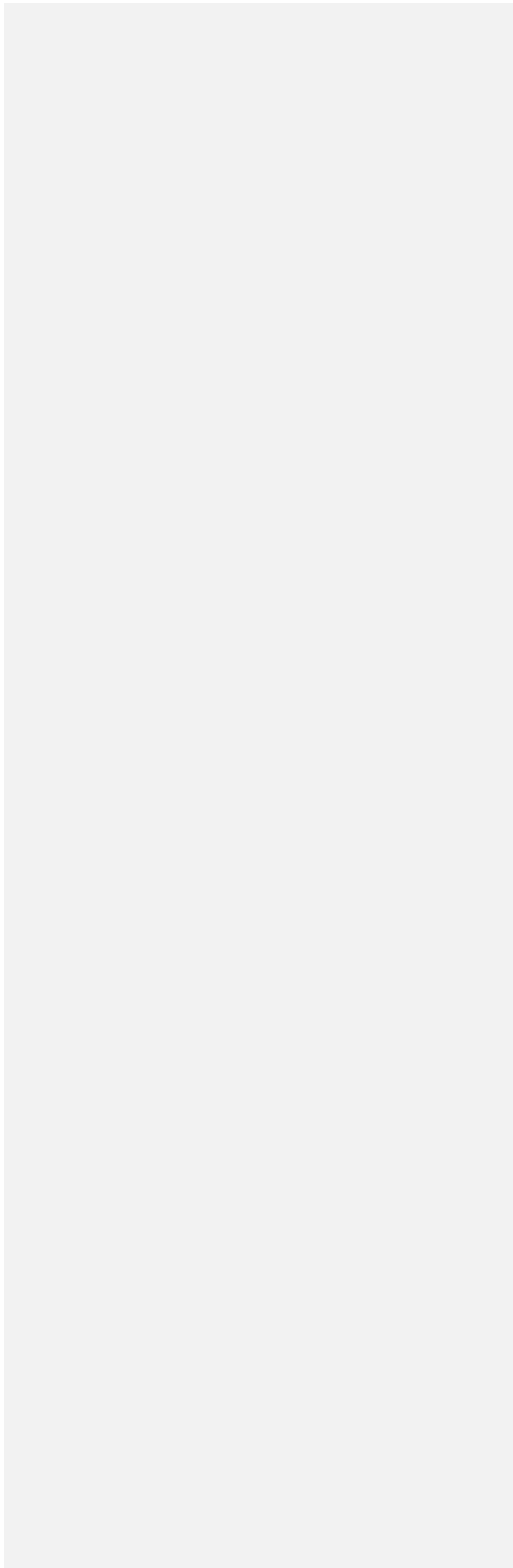


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Article I. General Provisions

Section 1-1.0 Preamble

The Memorandum of Understanding (hereinafter referred to as MOU or Agreement, interchangeably) has been prepared pursuant to California Government Code Sections 3500 et seq., the City of Clearlake Personnel System (Ordinance No. 10), the City of Clearlake Personnel System Rules and Regulations Resolution (No. 81-40), and the City of Clearlake Employer-Employee Organization Relations Resolution (No. 38-40), which are hereby incorporated by reference. This Agreement has been made and executed by the Clearlake Police Association (hereinafter referred to as "Association") and the Employee Relations Officer of the City of Clearlake (hereinafter referred to as "City") and satisfies the City's duty to meet and confer with the Association.

The parties have met and conferred in good faith regarding the terms and conditions of employment for members of the Association, and having reached agreement as herein set forth, agree to submit this MOU to the City Council with the joint recommendation that the City Council adopt its terms and conditions and take such action as may be necessary to implement its implementation.

Section 1-2.0 Purpose

It is the purpose of this MOU to promote and provide for continuity of operation and employment through harmonious relations, cooperation and understanding between the management of the City and the employees covered by the provisions of the Agreement, and to set forth the understanding reached between the parties as a result of good faith negotiations on the matters set forth herein.

Section 1-3.0 Recognition

The City acknowledges the Association as the exclusive recognized employee organization representing the permanent employees occupying job classifications set forth in Exhibit A.

Section 1-4.0 Employee Rights and Responsibilities

Association members shall be free to participate in Association activities without interference, intimidation or discrimination in accord with State and City rules and regulations. Association rights and responsibilities include:

- a. The right to represent its members before the City Council with regard to wages, hours and working conditions.

- b. The right of reasonable notice of any proposed ordinance, resolution, regulation or rule relating to wages, hours and working conditions.
- c. The right to reasonable time off without loss of compensation or benefits when meeting and conferring with management representatives on matters relating to wages, hours and working conditions.
- d. The right of reasonable use of the City facilities for Association activities, provided that appropriate advance arrangements are made and applicable costs to the public are borne by the Association.
- e. The right of reasonable access to employees and applicable documents for the purpose of processing grievances and appeals. Such access shall not interfere with the normal operations of the City or with safety and security requirements of the Police Department.
- f. The right to maintain a bulletin board in an area readily accessible to Association members.
- g. The right to have payroll deductions made for payment of Association dues, subject to written request for each individual Association member.
- h. The right to recommend changes to Personnel System and Personnel Rules and meet and confer on changes thereof.

Section 1-5.0 Management Rights and Responsibilities

The City shall reserve and retain the sole and exclusive right, whether exercised or not, to administer, manage and operate its municipal services and the work force employed to perform those services. Management rights and responsibilities include:

- a. The right to determine the organization of the City government and the purpose and mission of its constituent parts.
- b. The right to set standards of service and levels of staffing for both routine services and emergency operations.
- c. The right to determine the type and kind of goods and services to be made purchased and contracted for.
- d. The right to determine the methods of financing municipal services.
- e. The right to administer the Personnel System in accord with Ordinance No. 10, the Personnel Rules and Regulations, the Employer-Employee Organization Relations Resolution and this MOU.

Article II. Wages & Benefits

Section 2-1.0 Maintenance of Benefits

All employee rights, benefits, privileges, and other terms and conditions of employment in effect through the duration of the previous agreement and not expressly contradicted by this agreement are hereby incorporated in this agreement.

Section 2-2.0 Incorporation of Rules and Regulations

The Personnel System Rules and Regulations, as amended by Resolution No. 82-60, is hereby incorporated by reference.

Section 2-3.0 Probationary Period

The first twelve (12) months after and employee has been hired or promoted shall be a probationary period during which he or she will be considered as in training.

The probationary period for police officers shall be of two types. Sworn personnel hired through lateral recruitment shall have a twelve (12) month probationary period. All other sworn personnel shall have an eighteen (18) month probationary period.

This period is an extension of the examination process and the employee's performance shall be carefully observed. Thirty (30) days prior to the end of the probationary period, the employee's performance shall be formally evaluated. If the employee's performance has been satisfactory, and advancement to regular status is warranted, the Department Head shall so state in the employee's evaluation report to the Personnel Officer. The employee shall then be advanced to regular status.

If the employee's performance has not been satisfactory, the Department Head shall so state in the employee's evaluation report and the employee shall be rejected. Alternatively, the probationary period may be extended by the Department Head, not to exceed 6 additional months.

Probationary employees may be rejected at any time without the right of appeal. Notification of rejection shall be in writing and shall be given to the probationary employee with a copy to the Personnel Officer.

Section 2-4.0 Lay-Off

For reasons of economy or efficiency, or in the interest or mandate of the public, reductions or curtailments of City services may be required. In such event, it may

be necessary to lay off one (1) or more City employees. The following procedure is intended to give primary consideration to seniority in classification and service and job performance whenever the layoff of employees is necessary. The City's decision to abolish a position is not subject to the employee's right of appeal or grievance.

Notwithstanding the above, the City recognizes the responsibility and the Association's right to meet and confer over the impact of such an action.

When a position within a department or division is abolished, all employees in that department or division in the subject classification shall be listed in order of their length of time in classification. The department head shall choose from among their number the probationary employee to be laid off for each position to be abolished.

In any case length of time in classification should be equal, the appointing authority shall take length of service with the City into consideration in determining the employee to be laid off.

If in any case length of time in classification and length of time of service with the City should be equal, the appointing authority may take job performance into consideration in determining the employee to be laid off.

Employees laid off shall be given two (2) weeks written notice of the action.

An employee who is to be laid off may request, in writing, to be transferred to a vacant position, subject to existing transfer rules within the two-week notification period.

An employee who has held regular status in a lower classification within the same department and/or division may request, within the two (2) week notification period, demotion to a position of said lower classification or an equivalent class in order to avoid layoff. If the employee makes such a request, a list of employees as prescribed in the preceding section shall be prepared and subject employee shall have his/her name placed among the other names on said list according to his/her total length of service in said class and any higher class within the department and/or division. Thereafter, the appointing authority shall choose an employee to be laid off according to the preceding section.

A regular employee of the City who has been employed for a minimum of two (2) years and has been laid off because of either abolition of his/her position or as a result of a demotion of another employee to avoid layoff will be eligible for ten (10) days severance pay.

The names of all permanent employees who were laid off or who were demoted to avoid layoff shall be placed on a layoff list for two (2) years. Whenever a vacancy occurs in the classes from which employees were laid off, the qualifying employees on the layoff list will be notified of the vacancy, prior to announcing an open or promotional position. In such an event, the appointing authority shall consider the former employee(s) from the layoff list prior to considering other candidates. However, the appointing authority shall retain the right not to appoint said former employee(s) and may request an examination to establish a new eligibility list.

A regular employee may be reinstated within twenty-four (24) months after resignation in good standing to a vacant position in the same classification. No credit shall be received for prior service in terms of benefits accrued prior to reinstatement unless recommended by the appointing authority and approved by the Personnel Officer. A reinstated employee shall begin a new probationary period and anniversary date.

Section 2-5.0 Provisional Appointment

In the absence of an appropriate eligibility list, transfer, or a demotion, a provisional appointment may be made by the appointing authority of an individual who meets the training and experience requirements for the position. Such an appointment may be made during the period of suspension of an employee or pending final action on proceedings to review suspension, demotion, or discharge of an employee. Provisional appointments may also be made under other circumstances deemed for the good of the service by the Personnel Officer.

A provisional employee may be removed at any time without rights to appeal or hearing. Provisional employees shall accrue the same benefits as probationary employees.

Section 2-6.0 Residency

No employee shall be required to relocate or establish a primary residence closer than forty-five (45) minutes travel time to the City limits.

Section 2-7.0 Retirement

2-7.1 Retirement Plan & Contributions

“Classic” (Employed by the City or other eligible public agency prior to January 1, 2013 as defined by CalPERS) sworn unit employees shall be provided the benefit of the local Safety Members 3%@50 retirement formula.

“Classic” sworn employees represented under this MOU shall pay 100% of the employee’s share of the Public Employees Retirement System (PERS) contribution for Safety Members, which is currently 9%.

“PEPRA” (Employed by the City or other eligible public agency on or after January 1, 2013, as defined by CalPERS) sworn unit employees shall be provided the benefit of the local Safety Members 2.7%@57 retirement formula.

“PEPRA” sworn employees represented under this MOU shall pay 100% of the employee’s share of the Public Employees Retirement System (PERS) contribution for Safety Members, which is currently 12%.

Members that previously received a salary adjustment of 2.5% as an offset for contributing 100% of the employee contribution shall continue to receive this offset during the term of the MOU.

2-7.2 Unused Sick Leave Conversion

The City’s contract with the California Public Employees Retirement System (CalPERS) will allow unit employees to convert unused sick leave to service credit upon retirement.

2.7.3 Industrial Disability Retirement

Any safety employee, who is disabled from performing the normal range of duties attached to his or her position, as determined under applicable law, shall be retired for disability. Pursuant to Government Code Section 21164, the employee’s effective retirement date shall be no earlier than the date upon which leave pursuant to Labor Code Section 4850 terminates or the date upon which the employee has been declared to be permanent and stationary by the primary treating physician, whichever is earlier. Should the employee consent, however, the employee may be retired at an earlier date than either of those dates.

Notwithstanding the provisions of Government Code Section 21163, an employee who is otherwise incapacitated for duty and eligible for disability retirement may not be allowed to postpone the effective date of his or her retirement using any sick leave to which the employee might otherwise be entitled.

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Section 2-8.0 Salary Adjustment and Longevity Plan

2-8.1 Salary Adjustment

Effective July 1, ~~2022~~2024, all unit members will receive a ~~four~~three percent (43.0%) cost of living adjustment (COLA) increase.

Effective July 1, ~~2023~~2025, all unit members will receive a three percent (3.0%) base salary cost of living adjustment (COLA) increase.

2-8.2 Longevity Pay

City will provide a longevity payment to all sworn and non-sworn unit employees based on the following schedule (Applies only to continuous service at the City of Clearlake, although no incumbent as of September 12, 2019 will receive a reduction in pay as a result):

Completion of Years of Service	% of Salary Longevity Payment
5	1.0%
6	2.0%
7	3.0%
8	4.0%
9	5.0%
10	6.0%
11	7.0%
12	8.0%
13	9.0%
14	10.0%
15	11.0%

2-8.3 Pay Periods

There shall be twenty-six (26) pay periods per year.

2-8.4 Shift Differential

a) Member shall receive a differential of five (5%) percent of their base pay for actual hours worked during the night shift period as defined below:

Night shift shall be 6:00 p.m. (1800 hrs) to 6:00 a.m. (0600 hrs). The start and end time for this period are based on the current 3/12 alternative work schedule for patrol and dispatch.

b) The City agrees to meet and confer regarding shift differential if the City changes from the current 3/12 alternative work schedule for patrol and/or dispatch to another schedule (eg. 4/10, 5/8).

2-8.5 Merit Increases

All Merit Increases and Status Changes affecting employee pay shall be effective the first day of the pay period following the anniversary date or date of change of status, whichever is later.

Payment of Comp Time Upon Promotion and/or Change of Bargaining Unit

Employees who have accrued compensation time and who are promoted to a new bargaining unit shall receive a cash-out of all accrued compensation time prior to the effective date of the promotion/bargaining unit change. This amount would be paid in the next pay period following the promotion date.

Section 2-9.0 Health and Welfare

2-9.1 Health Insurance Plan

- a) The City shall provide a Medical/Dental/Vision Plan for unit employees and their dependents. The medical/vision plan shall be that offered by Operating Engineers Local Union No. 3 with individual employees paying the associate membership fee.
- b) If the City is mandated to contribute toward employee’s health insurance program by state or federal action, this subsection shall be considered invalid and subject to Section 10 in Article V (Severability).
- c) The City and employees shall contribute the following percentages towards health insurance:

City Contribution:	80% of premium
Employee Responsibility:	20% of premium

2-9.2 Waiver of Participation

Effective July 1, 2022, all new employees hired on or after this date who elect to waive participation in the City’s health insurance plan due to participation in a spouse’s insurance program or private health insurance program shall, upon written request to waive said participation and proof of alternative health insurance coverage, receive from the City a two hundred dollar (\$200) flat rate payment towards unit employee’s health insurance plan, regardless of family size or alternate coverage cost.

Current unit members waiving participation and receiving in-lieu pay shall continue to receive in-lieu pay for the duration of this agreement at the equivalent of 50% of the City’s contribution towards employee’s health care plan at the rate effective June 30, 2022.

Should the IRS (or other state or federal agency) adopt rulings or regulations that place the City at great risk of penalty for offering the stipend for opting out of medical insurance, the City reserves the right to delete the Waiver of Participation in-lieu payments.

2-9.3 Employee Spouses/Dependents Not Eligible for "In lieu"

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For City medical plans, when a unit employee is the spouse or dependent of another benefited City employee, the affected employees shall have the option of:

- a) Individual coverage; or
- b) One (1) employee may select a plan and list the spouse/dependent as a dependent.

A unit employee, who becomes eligible for "in lieu" compensation, or who is covered as the dependent of a City employee in the City plan is eligible for "in lieu" compensation. Unit employees may not both insure each other or the same dependents.

2-9.4 Proof of Coverage/Waiver of City Liability

Unit employees electing to cancel City health insurance coverage for themselves and all eligible family members must provide proof of the following:

- a) The unit employee is not receiving Medicare or Medical.
- b) The unit employee must sign a document stating his/her desire to waive their City medical insurance coverage.
- c) The unit employee has coverage through another (non-City) benefit plan (e.g., spouse's coverage through another employer), and must waive any liability to the City for their decision to cease coverage under the City's health insurance plan.

2-9.5 In lieu Cash Value (Non-PERSable)

Effective July 1, 2024, all unit employees electing to opt out will receive the taxable cash (non-PERSable) payment payable in two equal amounts and added to the first and the next subsequent paycheck of each month.

Employees may elect to have this amount deposited into a deferred compensation account or other pre-tax program offered, or approved by the City, or the employee may elect to receive this amount as a cash medical-in lieu taxable benefit. If, for any reason, Operating Engineers Trust Fund determines that unit employees may not "opt out", this program becomes null and void.

2-9.6 Re-enrollment in City Health Plan

After electing the In lieu provision, a unit employee and their dependents who later request to re-enroll under the City plan can only do so after a qualifying event as permitted by the insurance carrier. Coverage will commence per the plan document.

A qualifying event shall be defined as set forth in the OE3 Trust Fund medical plan and the Health Insurance Portability and Accountability Act of 1996, a copy of which is available to unit employees in the Administrative Services Department. Examples include, but are not limited to:

- a) New marriage
- b) New dependent(s)
- c) Birth of a child
- d) Adoption or placement for adoption
- e) Loss of spouse's coverage

2-9.37 Alternate Health Insurance Plan

Further, the parties agree to work mutually toward seeking health and benefit plans which are acceptable to both parties, including counseling services provided by an independent contractor.

If an alternate Health Insurance Plan is identified by either party during the term of this agreement, the City and the Association agree to re-open negotiations for the sole purpose of renegotiation the City and employee levels of contribution and implementation of the plan.

2-9.48 Life Insurance

The City shall provide a \$50,000 Life Insurance Policy for Association Members and an additional \$100,000 policy as a line of duty benefit for sworn employees. Employees have the option of purchasing additional coverage at their own expense.

2-9.59 State Disability Insurance

The City shall provide SDI coverage for all unit employees.

2-9.610 Physical Requirements

The City may require that all applicants and employees be in such physical or mental condition to perform the duties of their jobs and may require periodic medical or psychological evaluation. No employee shall hold any position in a classification in which he cannot physically or mentally perform all the duties of the job adequately or without hazard to himself or others. Within the limitations indicated, the City's policy shall be to make such efforts as are consistent with the provisions of the City rules to place physically disabled employees in such positions as are available in the City service where their disabilities will not affect their performance of duties. The employee's length of service, nature of past performance and the availability of openings may be considered in placing disabled employees.

It is the intent of the City to administer this provision on an equitable basis.

2.9-711 Stress Management/Wellness Program

Outpatient care for treatment by a psychiatrist, psychologist, or certified social worker: The City will reimburse unit employees fifty percent (50%) of the covered charges up to a maximum of \$60 charge, therefore paying up to \$30 per visit, with an overall maximum of twelve (12) visits per fiscal year.

A \$200 per fiscal year wellness stipend will be provided to all classifications within the bargaining unit. This is a reimbursement for costs relating to wellness, up to \$200 maximum per fiscal year. Examples are, but not limited to, Fitbit exercise watch, yoga class, meditation class, smoking cessation, weight loss classes, gym membership, etc.

Dispatch staff may purchase a walking pad treadmill for use in Dispatch. The walking pad treadmill should fit under the desk when not in use and not used as a running treadmill. Employees using the walking pad treadmill must sign a waiver before using it releasing the City from any injuries resulting from its use.

Section 2-10.0 Sick Leave

2-10.1 Accrual of Sick Leave

Every full-time regular employee and probationary employee shall earn sick leave at the rate of eight (8) hours per month, or major fraction thereof. Permanent part-time employees shall earn sick leave at a ratio of their hours to full time position.

2-10.2 Use of Sick Leave

Sick leave with pay may only be granted by the appointing authority for valid illness, injury, or scheduled appointment for medical or dental care unless otherwise provided by this agreement. The appointing authority may require

evidence in the form of a physician's certificate, or otherwise, of the adequacy of the reason for an employee's absence during the time for which sick leave was requested. When in the judgment of the appointing authority, the employee's reasons for being absent because of alleged illness or injury are inadequate, he/she shall indicate on the payroll time report that the absence was leave without pay. The appointing authority may take reasonable steps to insure proper use of sick leave with pay.

2-10.3 Sick Leave Integration

An employee who is entitled to temporary disability indemnity under the State Labor Code may elect to take that number of hours or portions of hours of his/her accumulated sick leave, or his/her accumulated vacation, as when added to the disability indemnity will result in a payment to the employee of his/her full salary. When accumulated sick leave, or vacation or both are exhausted, the employee is still entitled to receive disability indemnity.

2-10.4 Illness While on Vacation/Holiday

An employee who becomes ill while on vacation may have such period of illness charged to his/her accumulated sick leave instead of to vacation, provided that:

- a. Immediately upon return to duty, the employee submits to the appointing authority a written request for sick leave. The appointing authority may require evidence in the form of a physician's certificate, or otherwise, of the adequacy of the reasons for the time for which sick leave was requested.
- b. The appointing authority recommends and the Personnel Officer approves the granting of such sick leave.

2-10.5 Illness on Observed Holidays

Observed Holidays occurring during sick leave shall not be counted as a day of sick leave, except for employees receiving holiday pay.

2-10.6 Use of Sick Leave for Dependent Care

A employee may use sick leave for the case of dependents who are ill, injured or pregnant and who are living in the employee's household.

2-10.7 Separation

An employee leaving municipal services shall forfeit all sick leave benefits except that sick leave may be used only through the final day of the actual work performed for the City and not during a period of terminal vacation.

Section 2-11.0 Vacation Leave

2-11.1 Accrual of Vacation

Every full-time regular probationary employee shall earn leave with pay, as follows:

Completed Years of Service	Vacation Hours per Year
0	80
1	88
2	92
3	96
4	100
5	104
6	108
7	112
8	116
9	120
10	124
11	128
12	132
13	136
14	140
15	144
16	148
17	152
18	156
19	160

2-11.2 Maximum Vacation Leave Accrual

An employee may accumulate unused vacation leave up to a maximum of twice the number of hours due annually. Under extraordinary circumstances, and when the best interest of the City requires, the City

Manager may permit a temporary accumulation of vacation leave in excess of the maximum accrued. Except for the above exception, annual vacation leave shall not accrue nor accumulate in excess of the following amounts:

After Years of Service	Vacation Hours Per Year	Maximum Accrued Balance
------------------------	-------------------------	-------------------------

0	80	160
1	88	172
2	92	184
3	96	192
4	100	200
5	104	208
6	108	216
7	112	224
8	116	232
9	120	240
10	124	248
11	128	256
12	132	264
13	136	172
14	140	280
15	144	288
16	148	296
17	152	304
18	156	312
19	160	320

2-11.3 Scheduling Vacation Leave

All vacation requests for the coming calendar year shall be submitted in writing to the Chief of Police between November 1st and November 30th of the current year. When the requested vacation periods of two (2) or more employees working the same shift conflict and not all such requests can be reasonably granted, employees shall be granted their preferred vacation period in order of department seniority. When department seniority is equal, the employees' ranking on the original list from which they were hired will be used to break the tie. Vacation requests shall not be denied nor scheduled vacations canceled unless operational needs require it.

2-11.4 Separation

An employee who is eligible for vacation time shall be paid for such accumulated vacation time on the effective date of termination. It shall not be necessary to carry such employee on the payroll for the vacation period and the vacancy thus created may be filled at any time after the effective date of termination. When separation is caused by death of the employee, payment shall be made to the employee's designated beneficiary.

2-11.5 Denial of Leave Request/Accrual Extension

In the event an employee is denied two requests to take vacation within a calendar year, he/she shall be allowed to carry-over accrued vacation in excess of the maximum allowed.

2-11.6 Pay for Vacation Time

Upon request, an employee may be paid for vacation accruals the straight time hourly equivalent of his/her salary in lieu of vacation time off. Such payment shall be for no more than eighty (80) hours of vacation accruals in any one fiscal year.

Section 2-12.0 Bereavement Leave

An employee shall receive forty (40) hours bereavement leave due to the death of his or her parent, step parent, mother-in-law, father-in-law, spouse, child, step child, adopted child, grandchild, grandparent, sister, brother, sister-in-law, brother-in-law, or the death of any person residing in the immediate household of the employee at the time of the death.

An employee shall receive twenty-four (24) hours bereavement leave due to the death of his or her aunt, uncle, niece, nephew, first cousin, aunt-in-law, uncle-in-law, great-grandfather, great-grandmother, great-granddaughter, or great-grandson at the time of death.

Section 2-13.0 Holidays

The following holidays shall be observed except for shift employees in the Police Department. Shift employees are police officer and dispatcher employees.

- New Year's Day – January 1
- Martin Luther King's Birthday – 3rd Monday in January
- Washington's Birthday – 3rd Monday in February
- Memorial Day – Last Monday in May
- Juneteenth – June 19th
- Independence Day – July 4
- Labor Day – 1st Monday in September
- Veteran's Day – November 11th
- Thanksgiving Day – 4th Thursday in November Day after Thanksgiving Day
- One-half day Christmas Eve Christmas Day – December 25th
- One-half day New Year's Eve One Floating Holiday

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Section 2-14.0 Leave of Absence without Pay

~~An employee may request a leave of absence without pay for personal reasons. Leaves of absence shall be administered as follow:~~

- ~~a. A department head may grant a leave of absence without pay to an employee for a period of up to seven (7) calendar days in a month.~~
- ~~b. The City Manager may grant a leave of absence without pay to an employee of up to thirty (30) calendar days.~~
- ~~c. Any leave of absence without pay to an employee in excess of thirty (30) calendar days must be approved by the City Council.~~

~~All benefits under (a) and (b) above shall continue for the duration of such leave.~~

~~Upon written request, the City Manager may, in his/her discretion and upon recommendation of the Chief of Police, grant a temporary leave of absence without pay to any unit employee who has been employed by the City regularly for one (1) year or more, provided a time fixed for return is provided by the employee.~~

~~Any such unit employee, with the approval of the City Manager, may return prior to the time fixed for the expiration of such leave.~~

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Section 2-15.0 FMLA/CFRA/PDL Leaves

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2-15.1 Purpose

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~~This section does not purport to provide all the provisions of law, but summarizes the general intent at the time this MOU was adopted. Specific details of the FMLA and CFRA are available in the Administrative Services Department. Unit employees and the Chief of Police must contact Administrative Services Department to verify current provisions and requirements. Failure to do so could result in a misunderstanding of rights and obligations, and could cause loss of leave benefits or loss of insurance coverage.~~

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2-15.2 Eligibility for FMLA and CFRA

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~~Pursuant to State and Federal laws, employees shall be eligible for Family and Medical Leave of absence for:~~

- ~~• The birth of an employee's child;~~
- ~~• Disability due to pregnancy - FMLA only;~~
- ~~• The placement of a child with an employee in connection with the adoption or foster care of that child;~~

- The care of the employee's child with a serious health condition;
- The care of a spouse or parent with a serious health condition; or
- The employee's own serious health condition.

Such leave rights apply to all employees with twelve (12) or more months of service with the City prior to the leave request and who have also worked a minimum of one-thousand two-hundred fifty (1,250) hours in the preceding twelve (12) months.

2-15.3 Employee Rights under FMLA/CFRA

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Except for family medical leave taken to care for an injured service member, the maximum amount of family medical leave an eligible employee may take shall be limited to twelve (12) weeks in a twelve (12) month period.

The twelve (12) month period is rolling, and is measured backward from the date leave is used and continuous with each additional leave day taken.

Leave may be taken as days off, or intermittently or through modified work schedules.

The unit employee is guaranteed a return to his/her position at the end of approved leave.

During the twelve (12) work week FMLA period, the City shall maintain the employee's medical, dental, and life insurance.

2-15.4 Approval Process for FMLA/CFRA

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Unit employees must give thirty (30) days advance written notice, on a form provided by the City, of the need for such leave, unless the absence could not be anticipated. In such cases, the unit employee must give notice as soon as possible but, in any event, no later than five (5) working days from learning of the need for FMLA leave.

Verification by the attending physician or health care provider will be required for absences relating to the unit employee's or family member's serious health condition.

The Administrative Services Department shall determine if the leave qualifies under the Family and Medical leave laws and may determine the commencement date.

2-15.5 Privacy Under FMLA/CFRA

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For privacy reasons, the City shall not require specific medical diagnosis of either the employee's condition or a family member's health condition but shall be entitled to the health care provider's certification of the need for the leave.

2-15.6 Pregnancy Disability Leave (PDL)

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Pregnancy Disability Leave of up to four (4) months, with or without pay, shall be provided to unit employees covered herein pursuant to the Fair Employment and Housing Act (FEHA).

Such leave shall be granted for disability of the unit employee determined by a physician, for the duration of such disability, provided, however, that the cumulative unpaid leave for disability and non-disability reasons under FMLA/CFRA/PDL shall not exceed one (1) year.

2-15.7 Use of Accruals While on FMLA/CFRA/PDL

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The unit employee shall have the option to use sick leave for any FMLA/CFRA-eligible illness or medical-related absence and shall have the option to use vacation or other accrued leaves if sick leave has been exhausted. If the unit employee chooses not to use accrued leave and instead chooses unpaid leave, the City shall use accrued leave to pay any payroll deductions and/or health care premiums due from the unit employee.

FMLA shall run concurrently with Pregnancy Disability Leave.

2-15.8 Expiration of FMLA/CFRA/PDL

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Upon expiration of FMLA/CFRA/PDL, if the unit employee remains on leave, he/she shall be responsible for maintaining his/her insurance benefits, either by use of sufficient accrued paid leave or by payment of the required premiums, if accruals have been exhausted.

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Section 2-~~15~~16.0 Post Incentive Pay

Additional compensation shall be paid to Police Officers and Dispatchers for POST certificates as prescribed below:

- Intermediate Certificate 5.0%
- Advanced Certificate 2.5% additional for a total of 7.5%

Section 2-~~16~~17.0 Bi-Lingual Pay

Based on the City and community need and the language proficiency of the employee, the Chief of Police may approve bilingual pay for Police Officer's

Association classifications. Approval will only be given where the employee's bilingual skill is regularly used in the course of business.

Bilingual pay shall be 2.5% of base salary for speaking and/or 2.5% of base salary for writing based upon successful passing of testing through Language Testing International and the American Council on the Teaching of Foreign Languages and proficiency of an Intermediate Mid or higher test result. Employee validations are valid for two years from the date of testing.

If an employee is off work for over 30 consecutive calendar days, the employee will not receive the bilingual differential for the remainder of the leave; this will not take effect if the employee is out on LC 4850 disability leave.

Section 2-1718.0 Special Assignments

Employee shall receive a five percent (5%) premium pay while assigned by the Police Chief and while performing in any of the following special assignments:

- Traffic Officer Canine Officer
- Field Training Officer
- Non-sworn personnel while actively training other non-sworn personnel
- Watch Commander
- Police Corporal
- Detective
- Lead Dispatch
- School Resource Officer

Time performing the special assignment does not include the time training to qualify for the special assignment.

The maximum premium pay for multiple special duty assignments is ten percent (10%). A member serving as Field Training Officer shall not have the five percent (5%) special duty assignment pay count towards the maximum premium pay. A member serving as a Police Corporal shall not be eligible for Watch Commander special assignment pay.

2-1718.1 Police Corporal Assignment

- a) Responsibilities. The functions and responsibilities of the Police Corporal assignment include those of a Police Officer with the additional duties of an assistant supervisor or, in the absence of a sergeant, the shift supervisor. The assignment is distinguished from Police Officer by the

focus on leadership, coordination and oversight of officers during field operations. They have the responsibility of monitoring the job performance of police personnel, in support of the sergeant, to ensure adherence to department policy and procedures. They provide informal, remedial training to assigned personnel and take corrective action of field performance issues as needed. They make decisions as to the correct action at calls for service as the shift supervisor or as the lead officer on the shift or at the call. They may receive and investigate complaints related to an employee's conduct and be assigned projects or other responsibilities consistent with the additional leadership responsibilities of the assignment.

- b) **Maximum Assignments.** The Police Chief may appoint a maximum of four (4) Police Corporals, with a maximum of one per patrol shift. Appointments are subject to budgetary and staffing needs.
- c) **Minimum Eligibility.** In order to be eligible for the Police Corporal assignment, an applicant must meet the following minimum requirements:
 - a. Four (4) years of experience as a Police Officer with the City of Clearlake; and
 - b. Experience serving as a Watch Commander with the City of Clearlake; and
 - c. Experience serving as a Field Training Officer with the City of Clearlake.
- d) **Selection Process:** Upon a vacancy in the Police Corporal program, the Police Chief may solicit memorandums of interest for the assignment. Members will be notified via e-mail. Candidates meeting the minimum qualifications will be invited to participate in a testing process. The testing will minimally consist of a scored written test. The minimum passing score shall be 80% overall and for any scored component of the testing process. Successful candidates will be placed on an eligibility list, ranked by score, and referred to the Chief of Police, who has pick of the list for final selection. A passing score does not guarantee placement in the assignment.
 - a. Candidates who fail the testing process are ineligible from re-applying for a period of one year.
 - b. Candidates who pass the testing process but are not selected will remain on an eligibility list for twelve (12) months. Their score will

be merged with the scores from subsequent testing process(es) that occur during their period of eligibility or the candidate may re-test at their discretion.

- e) Evaluation: The Annual Evaluation for a Police Corporal will include an assessment and evaluation of their performance with respect to the additional duties and responsibilities of the assignment in addition to those of a Police Officer.
- f) Probationary Period: Upon selection to the Police Corporal assignment, members will serve a Probationary Period of one year from the date of their advanced assignment. During this time, they may be removed from the advanced assignment, with or without cause, without the right of due process appeal or hearing at the sole discretion of the Chief of Police. A member so removed shall be ineligible to reapply for the assignment for a period of one year from the date of removal.
- g) Removal: Upon successful completion of the Probationary Period, a member may be removed from the Corporal assignment by the Police Chief (1) as part of a disciplinary action or (2) the member is physically incapable of performing the duties of the special assignment. A member removed for disciplinary reasons shall be ineligible to reapply for the assignment for a period of one year from the date of removal.
- h) Assignments: Police Corporals will be assigned to a patrol shift with no more than one corporal assigned to a shift. A member assigned as a Police Corporal who transfers to a non-patrol assignment, such as Investigations or School Resource Officer, will no longer be a Police Corporal.
- i) Watch Commander: In the absence of a sergeant, the Corporal will serve as the shift supervisor, except if they are actively training as an FTO, another qualified officer on the shift may serve as shift supervisor. If two or more Corporals are working the same shift, the most senior Corporal will generally serve as the shift supervisor. However, this may be overridden by a sergeant or other higher-ranking supervisor.
- j) Reversion: A member serving in the Police Corporal assignment who is promoted to Police Sergeant but fails the promotional probationary period shall not have reversion rights to the Police Corporal assignment or the associated compensation.

- k) Policy and Direction: The Police Chief may enact policies and procedures to implement the Police Corporal Assignment Program so long as they do not conflict with the above terms.

2-1718.2 K9 Care and Maintenance

Police Officers who are assigned a K-9 shall be provided one half (1/2) hour per day of overtime pay at the base rate of \$19.30 per hour for the care and maintenance of the K-9.

Section 2-1819.0 Uniform Regulations

2-1819.1 Uniform Allowance and Maintenance

For a new employee to City service, the City will initially provide the following uniforms and equipment, which will then be maintained and replaced by the employee:

- Two uniform shirts (1 Long Sleeve / 1 Short Sleeve)
- Two uniform pants
- Neck tie
- Tie bar
- Name Tag
- Uniform belt
- Duty belt (Excluding Dispatcher & Supp. Svc. Tech.)

Employees shall be solely responsible for the purchase of non-listed items required to comply with the uniform policy such as t-shirts, socks and boots/footwear.

If a new employee does not pass their initial probationary period and does not remain in City service, they shall return to the city all uniform items that were provided by the City upon hire.

Upon approval of the Chief of Police, the City may replace uniform items damaged in the course and scope of an employee's duties. The employee remains solely responsible for the replacement of uniforms due to normal wear and tear.

The City will provide and maintain the following items for Police Officers:

- Firearm
- Ballistic vest
- Flashlight
- Handcuffs

- Baton
- Pepper spray

For non-police officer classifications, the City will provide and maintain items required, as determined by the Chief of Police, for the assignment, such as a utility belt, handcuffs, etc.

2-1819.2 Personal Property Reimbursement

The City shall reimburse employee for the repair or replacement cost of personal property, clothing and equipment damaged, destroyed, stolen, or lost during the performance of his/her duty. The maximum reimbursement amount shall not exceed a reasonable replacement value as determined by the Chief of Police.

2-1819.3 Load Bearing Vest Carriers

Officers may wear load bearing vest carriers while working patrol operations to reduce the risk of injury.

Section 2-1920.0 Equipment Loan Program

The City will offer no-interest loans to non-probationary officers for the purpose of purchasing work related equipment. Loans can be no larger than \$500 at a time and must be repaid on a monthly basis over a period not to exceed one year through a payroll deduction. Only one loan per each officer can be outstanding at a time.

Section 2-2021.0 Hours of Work and Overtime

2-2021.1 Hours of Work

The Chief of Police shall schedule the shifts to meet the department operational needs.

All unit employees are employed on a seven (7) day/minimum forty (40) hour work period basis and may include sick leave, vacation and holiday leave (where applicable).

2-2021.2 Overtime/Compensatory Time Off

Overtime is defined as a City required act or time expenditure by an employee in excess of the regularly scheduled work shift. Overtime shall be calculated at one and one-half (1 ½) times the employee’s rate of pay or one and one-half (1 ½) times the number of overtime hours worked as compensatory time off (CTO).

Compensatory time may be accumulated to a maximum of ~~eighty-one hundred and sixty~~ (80160) hours at any given time.

During the month of June of each year, unit employees may, upon recommendation of the Department Head and approval of the City Manager, request pay-off of up to forty 80-(40) hours of their accumulated compensatory leave balance. Requests shall be submitted in writing to the Department Head no earlier than June 1st and no later than June 26th of each year. Approved pay off shall be issued no later than June 30th of each year.

2-2021.3 Compensatory Time

Compensatory time shall be earned and accumulated only if the employee agrees in advance that he/she is required to provide two (2) weeks' notice prior to reducing compensatory time. An employee who does not agree in advance to such notice shall not be allowed to earn or accumulate compensatory time. Exceptions may be considered by the Chief of Police.

2-2021.4 Call Back/Call Out

- a. Call Back is defined as Association Members called back to work to perform corrections to work completed which results in overtime as defined in Section 2-14.2 shall commence at the time the Association Member reports to the Police Station. Call Back excludes Court Time, as defined in Section 2-14.5
- b. Call Back/Call Out pay for Association Members does not apply to meetings, training sessions, or other work about which employees receive seven (7) calendar days advance notice. Call Back pay also does not apply to work performed as an extension of a scheduled shift, either prior to or after said shift.
- c. Call Out is defined as hours worked when an Association Member has already been relieved of duty, has left the station, and is then called back to duty for work other than that defined as Call Back work above, which results in employee overtime as defined in Section 2-14.2. Call Out time begins when the Association Member reports to work. Call Out work shall be paid as overtime as defined in Section 2-14.2, at a minimum of four (4) hours compensation for hours worked, up to the start of the Association Member's regularly scheduled shift, as applicable. Association Member shall not be paid Call Out pay during their regularly scheduled shift.

2-2021.5 Court Time

Court time is time required and spent by an employee attending in response to a subpoena, a coroner's inquest, or a hearing or trial in a civil or criminal case, at a time other than that regularly required of such employee for employment, for the purpose of testifying as to knowledge

acquired or claimed to have been acquired by such employee in the course of employment with the City. An employee shall be compensated at one and one-half (1 ½) times the regular hourly rate for all court time worked in excess of the prescribed regular work week. Employees shall receive a minimum of ~~three-four~~ (34) hours overtime compensation.

Employee must call the court one business day before the employee's scheduled appearance and confirm appearance is required.

2-2021.6 Standby Pay

- a) Employees required to be on call for duty shall be furnished a cell phone.
- b) City shall create a rotating on-call schedule with on call pay of \$25 per weekday and \$50 per weekend day for Detectives.

2-2021.7 Shift Selection

The Association agrees to mandatory shift rotation for patrol and dispatch assignments. The intent of shift rotation is to provide opportunities for employees to be exposed to all facets of police work.

- a) All shifts sign-up shall be by seniority.
- b) No employee shall work the same shift for more than two (2) rotations.
- c) An employee on leave extending over thirty (30) days is not eligible for shift sign-up but will have shift administratively assigned upon return to work.
- e) Management will attempt to allow shift selection for patrol and dispatch to be done at the same intervals at the same time.

Hardship: Any employee claiming a hardship and requesting to maintain on a shift for more than two (2) rotations shall comply with the following:

- a) Submit in writing to the Association Board of Directors the reasons for said hardship.
- b) Upon receipt of the hardship request, the Association shall make a recommendation to the Chief of Police for their determination.

2-2021.8 Alternative Work Schedules

The Parties agree to meet and confer regarding work hours and related Overtime provisions of alternative work schedules such as the 3/12, 4/10 and 9/80 AWS plans. A side letter will be utilized to document the understanding of the Parties regarding such alternative work schedules.

Section 2-~~21~~22.0 Day

For the purposes of administering benefits such as vacation accrual, holiday leave, etc. a “day” shall mean an eight (8) hour period.

Section 2-~~22~~23.0 Training

The Chief of Police shall establish the training schedule for the department. Any employee interested in career related training shall submit a request to the Chief of Police. A schedule of training shall be prepared by the Chief of Police to meet the needs of the employee and the department. Requests shall be treated in a fair and equitable manner and shall not be unreasonably denied.

Section 2-~~23~~24.0 Take Home Vehicle Policy

The Police Chief may recommend that the City provide Police Officers a take home vehicle if it has been determined a vehicle is available and based on the approval of the City.

Section 2-~~24~~25.0 Educational Tuition Reimbursement

2-25.1 Tuition and Books

Tuition and Books: The city will reimburse those classifications represented by the Association up to \$600 per year for the cost of educational classes and books to encourage higher education subject to the approval of the Department Head. Employees are not eligible for both tuition and books reimbursement and the Safety Education Loan Forgiveness Program below..

2-25.2 Safety Education Loan Forgiveness (SELF) Program

POA and the City agree with the interest of enhancing the training and retaining of POA employees. Safety Education Loan Forgiveness (SELF) Program would be established to provide a forgivable loan amount of up to a maximum \$10,000 per employee for a program leading to a bachelor’s degree or other advanced degree (master’s or doctorate). The City would pay an amount up to \$5,000 per fiscal year on behalf of the employee to the educational institution for tuition and related direct expenses as provided below:

In order to be eligible for the program, an employee must have been an employee of the City or a minimum of one year and completed field training. The course of study must be approved in advance, be relevant to the City, and be from a regionally accredited, degree-granting institution. The City Manager may approve a course of study from a nationally-accredited, degree-granting institution. The City will develop a list of preapproved courses of study in consultation with the POA.

Employees would have up to a maximum of four years to successfully complete the program by obtaining their degree. The maximum loan amount is limited to \$5,000 per year, with a total of \$10,000 per employee within the four-year period.

If an employee (1) does not complete the program within the four years, (2) quits the program, or (3) leaves City service prior to completion of the program, repayment of all funds disbursed under the program would be due back to the City. The repayment would be required to be paid via a payroll deduction (presumably from paid leave cash-out). In the event of insufficient paid leave balances, employees would be permitted to spread the amount due back to the City in equal payments for up to one year, provided they are in City service during this time. If they leave City service during this repayment period, any balance remaining on the final date of employment would become immediately due.

Upon successful completion of the program, provided an employee remains in City service, the loan would be forgiven after the fifth year after the two-year program period. If an employee successfully completes the program, but leaves City service prior to this time, the loan would be required to be paid via a payroll deduction (presumably from paid leave cash-out) based on the following schedule:

- 100% repayment for an employee who leaves City service during the first two years after the initial two-year program period.
- 75% repayment for an employee who leaves City service during the third year after the initial two-year program period.
- 50% repayment for an employee who leaves City service during the fourth year after the initial two-year program period.
- 25% repayment for an employee who leaves City service during the fifth year after the initial two-year program period.
- 0% repayment for an employee who leaves City service after the fifth year after the initial two-year program period (loan forgiven).

Article III. Grievance and Discipline

Section 3-1.0 Grievance Procedure

A grievance shall be a claim, filed by an employee on his/her own behalf, or the Association (for alleged violations of Association rights) contending that the City has violated or misapplied an obligation expressed, referenced and/or written in the agreement.

The following matters are specifically excluded from consideration under the grievance and appeal procedure:

- A. Determination of contents of job classification.
- B. Determination of the procedures and standards for employment.
- C. Items subject to the meet and confer process.
- D. Matters subject to disciplinary proceedings
- E. The procedures set for therein shall not apply in matters where other methods of dispute resolution have specifically been provided for in State or Federal Law, such as, but not limited to, appeal of Workers' Compensation claims; unemployment insurance claims; or claims of employment discrimination based upon race, religious creed, sex, color, physical disability, age, medical condition, national origin, political affiliation or marital status for which a remedy is provided by the California Fair Employment and Practices Act or Title VII.
- F. Probationary employees rejected during probation shall have no right to appeal or grieve under this MOU.
- G. Items filed more than fourteen (14) calendar days following the event giving rise to the grievance or first knowledge of the grievance.

Every effort shall be made to resolve a grievance through discussion between the grievant and the immediate supervisor. The grievant must bring the grievance to the attention of his/her immediate supervisor within 14 days of the grievable event. Failure to do so will constitute a waiver of the grievance.

If, after such discussion, the grievant does not feel that the grievance has been satisfactorily resolved, the grievant shall have the right to discuss the matter with the supervisor's superior, if any within the departmental organization. Otherwise, the grievant shall have the right to discuss the matter with the department head.

If the grievant is not in agreement with the decision of the informal grievance procedure, the grievant shall have the right to present a formal grievance, in writing, to the department head. If such formal grievance has not been submitted within twelve (12) calendar days from the date of receiving the informal decision, the informal decision shall be considered as final.

When discussing the formal grievance with the department head, the grievant shall have the right to appear with a representative who may also participate in the discussion. The department head receiving the grievance shall review it,

render a decision and comments in writing and return them to the grievant within twelve (12) calendar days after receiving the formal grievance. If the grievant does not agree with the decision reached, the grievant may present an appeal in writing to the City Manager within twelve (12) calendar days. Failure of the grievant to take further action within twelve (12) calendar days after receipt of the decision of the department head will constitute withdrawal of the grievance.

Upon receipt of an appeal, the City Manager or designated representative shall discuss the grievance with the grievant, the representative, if any, and other appropriate persons. The City Manager may designate a fact-finding committee, an individual not in the normal line of the grievant's supervision, or the City Attorney to render advice concerning the appeal. Within twelve (12) calendar days, the City Administer shall render a formal decision in writing to the grievant. If the grievant does not agree with the decision reached, the grievant may present an appeal in writing to the City Council within twelve (12) calendar days.

Upon receipt of an appeal, the City Council shall discuss the grievance with the grievant, the representative, if any, and other appropriate persons. The City Council shall designate a fact-finding committee, an individual not in the normal line of the grievant's supervision, or the City Attorney to render written advice concerning the appeal. Within twelve (12) calendar days, the City Council shall render a formal decision in writing to the grievant.

Any or all of the time limitations mentioned above with reference to filing and response may be extended by mutual agreement between the employee and the City Manager and/or department head.

Section 3-2.0 Discipline

Disciplinary action may only be taken for just cause and should reflect consideration of the severity of the offense or performance problem, previous performance problems or offenses of the same nature and of the time between occurrences, overall work record and treatment of other employees in similar circumstances. Prior to any disciplinary action as defined in Government Code Section 3303 against any regular employee pursuant to provisions of the Personnel Ordinance and Rules, to following procedure shall be complied with:

1. Written notice of the proposed disciplinary action shall be given to the employee. Such notice shall include a statement of the reason(s) for the proposed disciplinary action, the charge(s) being considered, the time periods in which the employee may respond, and shall be signed by the appointing Authority.

2. The employee shall be given an opportunity to review the documents or material upon which the proposed disciplinary action is based, and, if practicable, he/she shall be supplied with a copy of the documents or materials.
3. Within seven (7) calendar days after the employee has had the review opportunity provided above, he/she shall have the right to respond, orally or in writing, or both, at the employee's option, to the appointing authority concerning the proposed action. The Personnel Officer may at his/her discretion extend such time period to facilitate fair administration of the disciplinary process. The failure of the employee to respond shall constitute the employee's waiver of the opportunity to respond. Notwithstanding the above, a reasonable request for additional time within which to respond shall not be denied.
4. If the employee does not agree with the decision reached by the appointing authority, the employee may request a hearing before the Personnel Officer within seven (7) calendar days.
5. Within ten (10) calendar days of receipt of a written request for hearing, the Personnel Officer will schedule a date to hear the appeal of the appointing authority's decision. The failure of the employee to appeal shall constitute the employee's waiver of the opportunity to appeal and the appointing authority decision will become final.
6. Notwithstanding the provisions of this section, upon the recommendation of appointing authority, the Personnel Officer may approve the temporary assignment of an employee to a status of leave with pay pending an investigation(s) or hearing(s) as may be required to determine if disciplinary action is to be taken.

Throughout the above procedure, the employee may be represented.

Article V. Closing Provisions

Section 4-1.0 Severability

If any article or section of this Memorandum of Understanding should be found invalid, unlawful, or unenforceable by reason of any existing or subsequent enacted legislation or by judicial authority, all other articles and sections of the Memorandum of Understanding shall remain in full force for the duration of the Memorandum. In the event of invalidation of any article or section the City and Association agree to meet within thirty (30) days for the purpose of renegotiating said article or section.

Section 4-2.0 Term of Agreement

The term of the Agreement shall be for the period commencing July 1, ~~2022~~ 2024 through June 30, ~~2024~~2026.

The City and Association agree to commence meeting in January ~~2024~~2026 for the purpose of negotiating a successor agreement.

The City will provide financial information prior to negotiations.

Section 4-3.0 Agreement Modification

In the absence of an executed agreement for the period commencing July 1, ~~2024~~2026, the provisions of the agreement shall remain in effect unless amended in accordance with the provisions of Government Code Section 3500 et seq.

Section 4-4.0 Ratification and Implementation

The City and the Association acknowledge that this Memorandum of Understanding shall not be in full force and effect until ratified by a simple majority vote of those employees voting who are in classifications represented by the Association set forth in this agreement and adopted in the form of a resolution by the City Council.

This agreement constitutes a mutual recommendation by the parties hereto, to the City Council, that the changes enumerated herein relating to wages, hours, fringe benefits and other terms and conditions of employment for unit employees represented by the Association.

Advanced notice shall be given to the Association on any amendments to the personnel rules or administrative procedures which affect wages, hours and other terms and conditions of employment, upon request, the City shall provide the opportunity to meet with the Association regarding these matters. As provided in Section 3500 et seq. of the Government Code, in cases of emergency, when the City Council determines that amendments to the personnel rules must be adopted immediately without prior notice or meeting with the Association, the City shall provide such notice and opportunity to meet at the earliest practical time following the adoption of the amendments. Amendments shall become effective upon adoption by the City Council.

Subject to the foregoing, this Memorandum of Understanding is hereby agreed to be recommended for approval by the authorized representative(s) of the Association.

~~Trevor Franklin~~Daniel Eagle, President
Clearlake Police Officers' Assoc.

Alan D. Flora
City Manager

Carl Carr, OE3 Representative

Executed On: _____

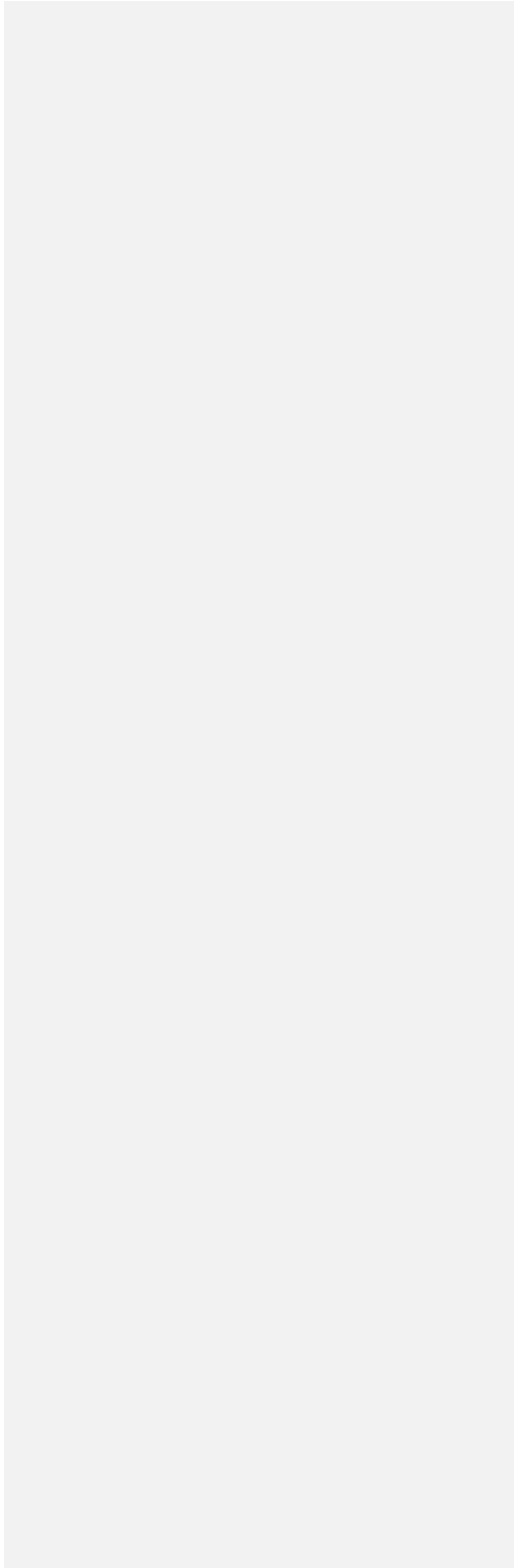


Exhibit A

Clearlake Police Officers Association Membership

Animal Control Officer

Community Service Officer

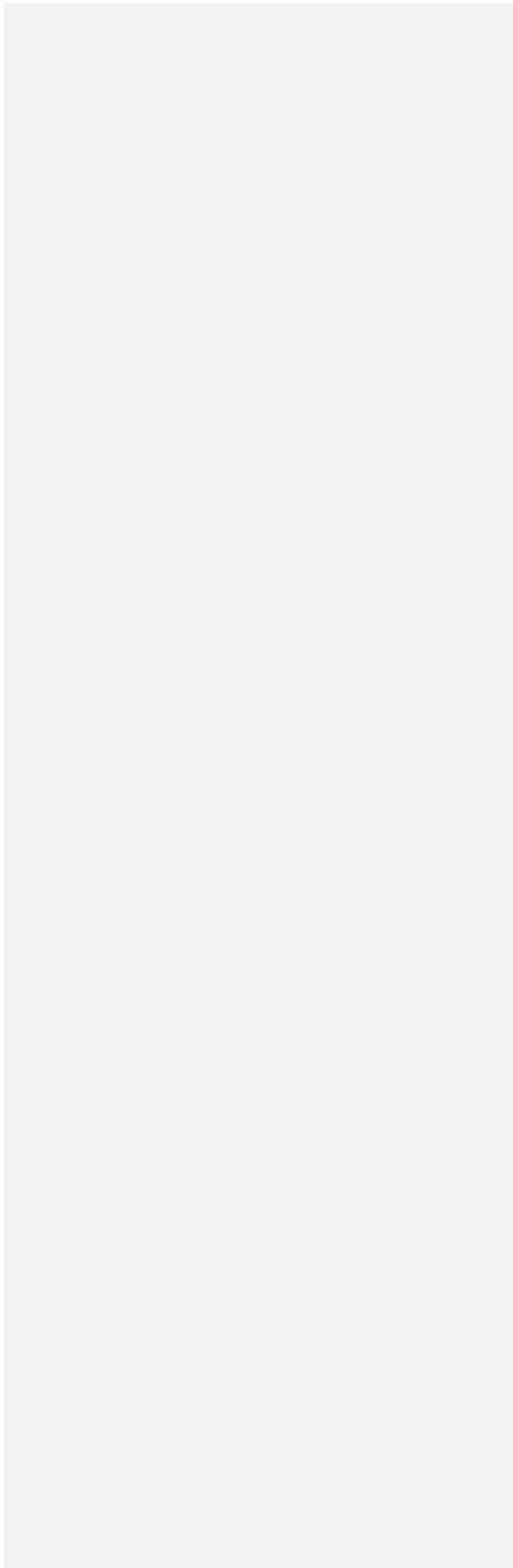
Code Enforcement Officer

Code Enforcement Officer, Senior

Dispatcher

Police Officer

Support Services (Evidence) Technician





STAFF REPORT	
SUBJECT: Consideration of a Memorandum of Understanding between the City of Clearlake and the Clearlake Middle Management Association for the period July 1, 2024 to June 30, 2026	MEETING DATE: June 20, 2024
SUBMITTED BY: Melissa Swanson, Administrative Services Director/City Clerk	
PURPOSE OF REPORT: <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to approve the Memorandum of Understanding (MOU) between the City of Clearlake and the Clearlake Middle Management Association (MMA) for the period of July 1, 2024 through June 30, 2026 and authorize the City Manager to sign.

BACKGROUND/DISCUSSION:

The Clearlake Middle Management Association represents sworn and non-sworn employees within the police department, including police sergeants, the Records and Communication Supervisor, and the Public Works Supervisor, a currently vacant position. The City negotiations team and the MMA have reached a tentative agreement for an MOU covering the period of July 1, 2024 through June 30, 2026. The current MOU expires June 30, 2024.

This report summarizes the tentative agreement negotiated in good faith with MMA representatives in accordance with the Meyers-Milias-Brown Act regarding salaries, benefits and other terms and conditions of employment. The City negotiation team believes this agreement acknowledges the critical role the City’s MMA employees play in Clearlake’s success while balancing financial responsibility and sustainability within budget constraints.

Highlights of the tentative agreement are as follows:

- Term: A two-year agreement effective July 1, 2024 through June 30, 2026.
- Wage Increase: A 3% base salary rate increase effective the first day of the pay period commencing on or after July 1st, 2024. A 3% base salary rate increase effective the first day of the pay period commencing on or after July 1st, 2025.
- Longevity pay of 1% per year after 15 years, and up to 20 years, of service to the City
- Memorialization of the employee probationary period.
- Provisions regulating applications for an industrial disability retirement through CalPERS for safety employees.
- Clarifying language in the application of Family Medical Leave Act, California Family Rights Act, and Pregnancy Disability Leave Act leaves, along with leaves of absence without pay.

- Adding the provision that an employee must use accruals to pay for any payroll deduction while out on FMLA/CFRA/PDL or unpaid leave instead of repaying the City through other means.
- Provision clarifying when an employee and their spouse are both City employees, one spouse may insure both under the health plan and the other spouse is eligible for the health in-lieu payment. It further clarifies what must be done if the employee wishes to re-enroll into the City’s health plan.

A redlined version of the MOU is attached to this staff report.

OPTIONS:

1. Move to approve the MMA MOU and authorize the City Manager to sign.
2. Other direction

FISCAL IMPACT:

None \$ Budgeted Item? Yes No

Budget Adjustment Needed? Yes No If yes, amount of appropriation increase: \$

Affected fund(s): General Fund Measure P Fund Measure V Fund Other:

Comments: If approved, the FY 2024-25 Budget reflects the salary increases requested by the bargaining units.

STRATEGIC PLAN IMPACT:

- Goal #1: Make Clearlake a Visibly Cleaner City
- Goal #2: Make Clearlake a Statistically Safer City
- Goal #3: Improve the Quality of Life in Clearlake with Improved Public Facilities
- Goal #4: Improve the Image of Clearlake
- Goal #5: Ensure Fiscal Sustainability of City
- Goal #6: Update Policies and Procedures to Current Government Standards
- Goal #7: Support Economic Development

SUGGESTED MOTIONS:

Move to approve the Memorandum of Understanding (MOU) between the City of Clearlake and the Clearlake Middle Management Association (MMA) for the period of July 1, 2024 through June 30, 2026 and authorize the City Manager to sign.

- Attachments:** 1) Redlined Memorandum of Understanding

MEMORANDUM OF UNDERSTANDING
BETWEEN

CITY OF CLEARLAKE
AND
MIDDLE MANAGEMENT ASSOCIATION

COVERING THE PERIOD OF

JULY 1, ~~2023~~-2024

THROUGH

JUNE 30, ~~2024~~2026

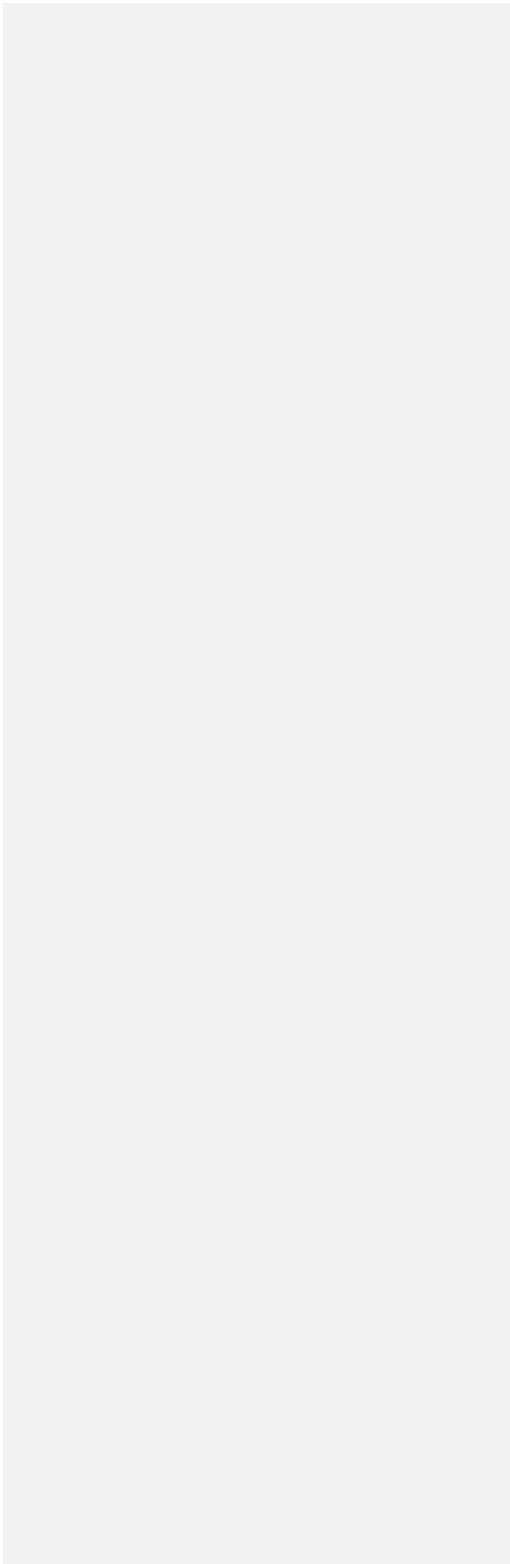


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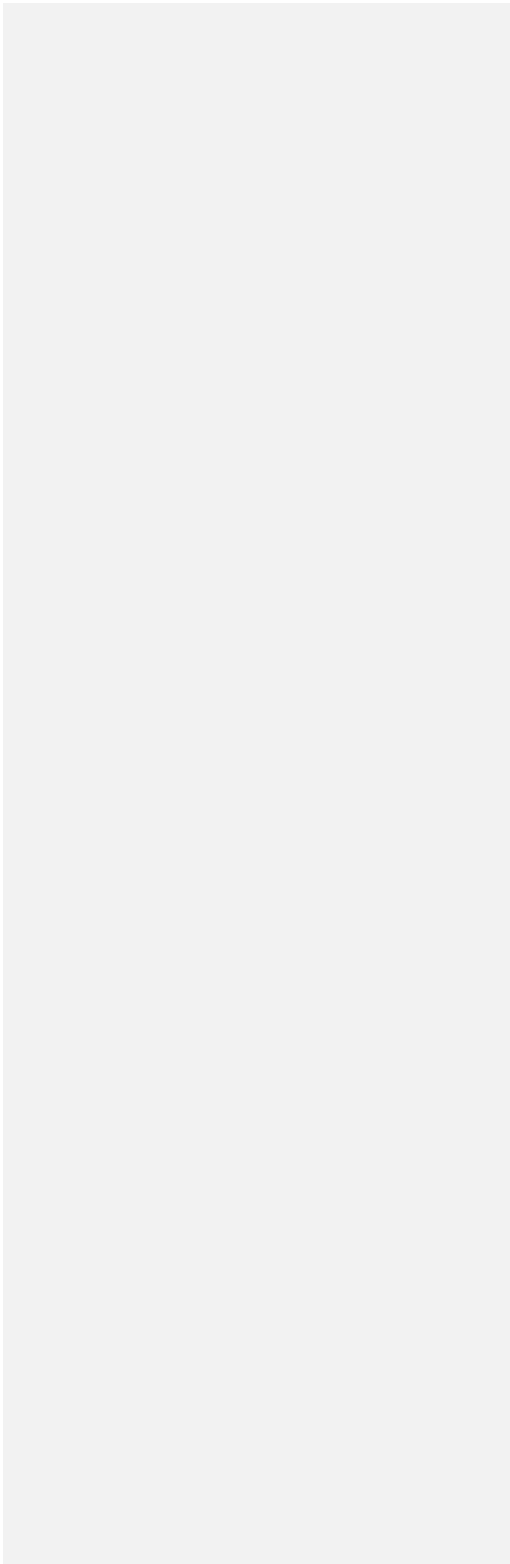
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ARTICLE I GENERAL PROVISIONS

Section 1.0 Preamble

This Memorandum of Understanding (hereinafter referred to as MOU or Agreement, interchangeably) has been prepared pursuant to California Government Code Sections 3500 et seq, the City of Clearlake Personnel System Rules and Regulations Resolution (No. 81-40), and the City of Clearlake Employer-Employee Organization Relations Resolution (No. 83-40), which are hereby incorporated by reference. This Agreement has been made and executed by the Clearlake Middle Management Association (hereinafter referred to as "Association") and the Employee Relations Officer of the City of Clearlake (hereinafter referred to as "City") and satisfies the City's duty to meet and confer with the Association.

The parties have met and conferred in good faith regarding the terms and conditions of employment for members of the Association, and having reached agreement as herein set forth, agree to submit this MOU to the City Council with the joint recommendation that the City Council adopt its terms and conditions and take such action as may be necessary to implement its provisions.

Section 2.0 Purpose

It is the purpose of this MOU to promote and provide for continuity of operation and employment through harmonious relations, cooperation and understanding between the management of the City and the Employees covered by the provisions of this agreement, and to set forth the understanding reached between the parties as a result of good faith negotiations on the matters set forth herein.

Section 3.0 Recognition

The City acknowledges the Association as the Exclusively Recognized Employee Organization representing the permanent employees occupying job classifications set forth in Exhibit A.

Section 4.0 Employee Rights and Responsibilities

Association members shall be free to participate in Association activities without interference, intimidation or discrimination in accord with State

and City rules and regulations. Association rights and responsibilities include:

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- 4.1 The right to represent its members before the City Council with regard to wages, hours and working conditions.
- 4.2 The right of reasonable notice of any proposed ordinance, resolution, regulation or rule relating to wages, hours and working conditions.
- 4.3 The right to reasonable time off without loss of compensation or benefits when meeting and conferring with management representatives on matters relating to wages, hours and working conditions.
- 4.4 The right of reasonable use of City facilities for Association activities, provided that appropriate advance arrangements are made and applicable costs to the public are borne by the Association.
- 4.5 The right of reasonable access to employees and applicable documents for the purpose of processing grievances and appeals. Such access shall not interfere with the normal operations of the City or with safety and security requirements of the Police Department.
- 4.6 The right to maintain a bulletin board in an area readily accessible to Association members.
- 4.7 The right to have payroll deductions made for payment of Association dues, subject to written request of each individual Association member.
- 4.8 The right to recommend changes to the Personnel System and Personnel Rules and meet and confer on changes thereof.

Section

5.0 Management Rights and Responsibilities

The City shall reserve and retain the sole and exclusive right, whether exercised or not, to administer, manage and operate its municipal services and the work force employed to perform those services. Management rights and responsibilities include:

- 5.1 The right to determine the organization of the City government and the purpose and mission of its constituent parts.

- 5.2 The right to set standards of service and levels of staffing for both routine services and emergency operations.
- 5.3 The right to determine the type and kind of goods and services to be made, purchased and contracted for.
- 5.4 The right to determine the methods of financing municipal services.
- 5.5 The right to administer the Personnel System in accord with Ordinance No. 10, the Personnel Rules and Regulations, the Employer-Employee Organization Relations Resolution and this MOU.
- 5.6 The right to assign work and direct employees.
- 5.7 The right to establish and implement rules, regulations, policies and procedures related to efficiency, productivity, performance, personal appearance, codes of conduct and safety and to require compliance therewith.

ARTICLE II WAGES AND BENEFITS

Section 1.0 Pension Benefits

- 1.1 **Retirement Contribution – Miscellaneous Members:**
 “Classic” (Employed by the City or other eligible public agency prior to January 1, 2013 as defined by CalPERS¹) non-sworn unit employees shall be provided the benefit of the Miscellaneous Member 2%@55 retirement formula.

 “Classic” non-sworn employees represented under this MOU shall pay 100% of the employee’s share of the Public Employees Retirement System (PERS) contribution, which is currently 7%.

 “PEPRA” non-sworn employees (employed by the City or other eligible public agency on or after January 1, 2013 as defined by CalPERS) shall be provided the benefit of the Miscellaneous Member 2%@62 retirement formula.

¹ Defined by CalPERS as of finalization of this MOU as an employee who “Joined CalPERS prior to January 1, 2013, but are hired by a different CalPERS employer following a break in service of less than six months on or after January 1, 2013. However, if this definition is lawfully changed, any such change would control. (Rev. 2021)

“PEPRA” non-sworn employees represented under this MOU shall pay 100% of employee’s share of the PERS contribution, which is currently 6.25%.

1.2 Retirement Contribution - Safety Officers:

“Classic” (Employed by the City or other eligible public agency prior to January 1, 2013 as defined by CalPERS) sworn unit employees shall be provided the benefit of the local Safety Members 3%@50 retirement formula.

“Classic” sworn employees represented under this MOU shall pay 100% of the employee’s share of the Public Employees Retirement System (PERS) contribution for Safety Members, which is currently 9%.

“PEPRA” (Employed by the City or other eligible public agency on or after January 1, 2013, as defined by CalPERS) sworn unit employees shall be provided the benefit of the local Safety Members 2.7%@57 retirement formula.

“PEPRA” sworn employees represented under this MOU shall pay 100% of the employee’s share of the Public Employees Retirement System(PERS) contribution for Safety Members, which is currently 12%.

1.3 Unused Sick Leave Conversion:

The City’s contract with the California Public Employees Retirement System (CalPERS) will allow unit employees to convert unused sick leave to service credit upon retirement.

Section 2.0 Probationary Period

2.1 Length of Probationary Period

All unit employees shall serve a probationary period of twelve (12) full calendar months.

An employee's probationary period may be extended by the Chief of Police by providing advance written notification to the employee.

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Section 23.0 Salary Adjustment and Longevity Pay

23.1 Salary Adjustment

Effective the first full pay period after July 1, ~~2023~~2024, all unit members will receive a three percent (3%) cost of living adjustment (COLA) increase.

Effective the first full pay period after July 1, 2025, all unit members will receive a three percent (3%) cost of living adjustment (COLA) increase.

~~Effective the first full pay period after July 1, 2023, and retroactive to the first full pay period after January 1, 2023, all Sergeants shall receive an additional 2.8% market adjustment. The retroactive payment shall be processed as soon as feasible for the Finance Department after July 1st.~~

Further, the City recognizes the intent and purpose of maintaining a minimum of 5% salary separation between the rank of police officer and sergeant classification.

2.2 Working Group:

~~City and the bargaining unit shall cooperate in the establishment and operation of a working group comprised of City representatives as well as one or more representatives from each City bargaining unit.~~

~~a) This working group will meet at least monthly, commencing upon an agreed-upon date in the first week of September 2021 and continuing thereafter at least once per month.~~

~~b) This working group will discuss and, if possible, agree upon a plan for the conversion of existing specialty pays to a sum to be applied to base pay for all classifications and ranks, or such other concepts which may be identified by the working group and which if adopted would go to the objective of eliminating specialty pays and increasing the across the board base rate for City employees by the realignment of existing pay.~~

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23.2 Longevity Pay

City will provide a longevity payment to all sworn and non-sworn unit employees based on the following schedule (applies only to continuous service at the City of Clearlake):

Completion of Years of Service	% of Salary Longevity Payment
5	1.0%
6	2.0%
7	3.0%

8	4.0%
9	5.0%
10	6.0%
11	7.0%
12	8.0%
13	9.0%
14	10.0%
15	11.0%
<u>16</u>	<u>12.0%</u>
<u>17</u>	<u>13.0%</u>
<u>18</u>	<u>14%</u>
<u>19</u>	<u>15.0%</u>
<u>20</u>	<u>16.0%</u>

Sworn employees that continue City service beyond their eligible retirement age, shall receive an additional 2% longevity pay for each year of service completed after eligible retirement age, effective annually on the first full payroll date after the sworn employee’s anniversary date.

Section 4.03-0 Medical/Dental and Life Insurance

3-1

4.1 Health Insurance Plan

The City shall provide a Medical/Dental/Vision Plan for unit employees and their dependents. The medical plan shall be offered by Operating Engineers Local No. 3 with individuals paying the associate membership fee.

The City shall be responsible for 80% of the monthly premium and the employee will be responsible for the remaining 20%.

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3-2 4.2 Waiver of participation

In addition to the above provisions of this section, employees who elect to waive participation in the City's health insurance program due to participation in a spouse's insurance program or private health insurance plan shall, upon written request to waive said participation and proof of alternative health insurance coverage, shall receive from the City the equivalent of 50% of the City's contribution toward the employee's health insurance plan.

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4.3 Employee Spouses/Dependents Not Eligible for "Opt-Out"

For City medical plans, when a unit employee is the spouse or dependent of another benefited City employee, the affected employees shall have the option of:

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- a) Individual coverage; or
- b) One (1) employee may select a plan and list the spouse/dependent as a dependent.

A unit employee, who becomes eligible for "opt-out" compensation, or who is covered as the dependent of a City employee in the City plan is eligible for "opt-out" compensation. Unit employees may not both insure each other or the same dependents.

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4.4 Proof of Coverage/Waiver of City Liability

Unit employees electing to cancel City health insurance coverage for themselves and all eligible family members must provide proof of the following:

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- a) The unit employee is not receiving Medicare or Medical.
- b) The unit employee must sign a document stating his/her desire to waive their City medical insurance coverage.
- c) The unit employee has coverage through another (non-City) benefit plan (e.g., spouse's coverage through another employer), and must waive any liability to the City for their decision to cease coverage under the City's health insurance plan.

4.5 Opt-Out Cash Value (Non-PERSable)

Effective July 1, 2024, all unit employees electing to opt out will receive the taxable cash (non-PERSable) payment payable in two equal amounts and added to the first and the next subsequent paycheck of each month.

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Employees may elect to have this amount deposited into a deferred compensation account or other pre-tax program offered, or approved by the City, or the employee may elect to receive this amount as a cash medical-opt out taxable benefit.

4.6 Re-enrollment in City Health Plan

After electing the Opt-Out provision, a unit employee and their dependents who later request to re-enroll under the City plan can only do so after a qualifying event as permitted by the insurance carrier. Coverage will commence per the plan document.

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A qualifying event shall be defined as set forth in the OE3 Trust Fund medical plan and the Health Insurance Portability and Accountability Act of 1996, a copy of which is available to unit employees in the Administrative Services Department. Examples include, but are not limited to:

- a) New marriage
- b) New dependent(s)

- c) Birth of a child
- d) Adoption or placement for adoption
- e) Loss of spouse's coverage

3-3 4.7 Alternative Health Insurance Plan

Further, the parties agree to work mutually toward seeking health and benefit plans which are acceptable to both parties, including counseling services provided by an independent contractor.

If an alternative Health Insurance Plan is identified by either party during the term of this agreement, the City and Association agree to re-open negotiations for the sole purpose of re-negotiating the City and employee levels of contribution and implementation of the plan.

Both parties agree to the importance of finding an alternative Health Insurance Plan that will save both the employee and the City money.

3-4 4.8 Life Insurance²

The City shall provide a \$50,000 Life Insurance Policy for each non-sworn and sworn employee, and an additional \$100,000 policy as a line of duty benefit for sworn employees, with the option for each unit employee to purchase additional coverage.

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² Rev. 2021

Section **4-05.0 Attendance Leave and other Benefits**

4-1

5.1 Sick Leave

Every full-time regular employee and probationary employee shall earn sick leave accrual at the rate of eight (8) hours per month, or major fraction thereof. Permanent part-time employees shall earn sick leave at a ratio of their hours to full time positions.

After 10 years of service to the City of Clearlake, and if the full-time employee maintains a balance of at least 500 hours of sick leave, the monthly accrual shall increase to a rate of sixteen (16) hours per month, or major fraction thereof. This accrual shall not be eligible for the sick leave incentive program as outlined in Section 2-7.19 of the City of Clearlake Employee Handbook.

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4-2 **5.2 Illness while on vacation leave**

An employee who becomes ill while on vacation may have such period of illness charged to his/her accumulated sick leave instead of to vacation, provided that:

- a. Immediately upon return to duty, the employee submits to the appointing authority a written statement signed by the employee's physician citing the nature and dates of the illness.
- b. The appointing authority recommends, and the personnel officer approves the granting of such sick leave.

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4-3 **5.3 Holidays while on sick leave**

Observed holidays occurring during sick leave shall not be counted as a day of sick leave, except for employees receiving holiday pay.

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Section **6.05-0 Bereavement Leave**

An employee shall receive forty (40) hours bereavement leave due to the death of his or her parent, stepparent, mother-in-law, father-in-law, spouse, child, step child, adopted child, grandchild, grandparent, sister, brother, sister-in-law, brother-in-law, or the death of any person residing in the immediate household of the employee at the time of death.

Section **7.06-0 Vacation Leave**

~~7-1~~ **Vacation Accrual**

Every full time regular and probationary employee shall earn vacation leave with pay as follows:

After Years of Service	Vacation Hours per Year
0	88
1	92
2	96
3	100
4	104
5	108

6	112
7	116
8	120
9	124
10	128
11	132
12	136
13	140
14	144
15	148
16	152
17	156
18	160
19	164

6-2 **7.2 Maximum Vacation Leave Accrual:**

An employee may accumulate unused vacation leave up to a maximum of twice the number of days due annually. Under extraordinary circumstances and when the best interest of the City so requires, the City may permit a temporary accumulation of vacation leave in excess of the maximum accrued. Except for the above exception, annual vacation leave shall not accrue nor accumulate in excess of the following amounts:

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After Years of Service	Vacation Hours per Year	Maximum Accrued Hours
0	88	176
1	92	184
2	96	192
3	100	200
4	104	208
5	108	216
6	112	224
7	116	232
8	120	240
9	124	248
10	128	256

11	132	264
12	136	272
13	140	280
14	144	288
15	148	296
16	152	304
17	156	312
18	160	320
19	164	328

6-3 7.3 Separation:

An employee who is eligible for vacation time shall be paid for such accumulated vacation time on the effective date of termination. It shall not be necessary to carry such employee on the payroll for the vacation period and the vacancy thus created may be filled at any time after the effective date of termination. When separation is caused by death of the employee, payment shall be made to the employee's designated beneficiary.

In addition, an employee who is eligible for executive leave shall be paid for the unused annual executive leave account balance on the effective date of termination.

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76-4 Pay for Vacation Time:

Unit employees shall be considered as management employees for the purposes of determining the amount of vacation time a unit employee may request for pay off.

Section 8.07-0 Holidays

78.1 Holidays

The following holidays shall be observed except for the shift employees in the Police Department.

- New Year's Day - January 1
- Martin Luther King's Birthday - January 15
- Washington's Birthday - 3rd Monday in February
- Memorial Day - Last Monday in May
- Independence Day - July 4
- Labor Day - 1st Monday in September
- Veteran's Day - November 11

Thanksgiving Day - 4th Thursday in November
Day after Thanksgiving Day
One-half day Christmas Eve
Christmas Day - December 25th
One-half day New Year's Eve
One Floating Holiday per calendar year

Section **98.0** **Uniform & Safety Equipment**

89.1

For a new employee to City service hired into the Sergeant classification, the City will initially provide the following uniforms and equipment, which will then be maintained and replaced by the employee

- :
- Two uniform shirts
- Two uniform pants
- Neck tie
- Tie bar
- Name Tag
- Uniform belt
- Duty belt

If a new employee does not pass their initial probationary period and does not remain in City service, they shall return to the city any and all uniform items that were provided by the City upon hire.

The City will provide and maintain the following items:

- Firearm
- Ballistic vest
- Flashlight
- Handcuffs
- Baton

- Pepper spray

[8-2](#)

[8-3](#)

Section [109.0](#) Education

[910.1](#) Tuition and Books

The City will reimburse those classifications represented by the Association up to \$600 per year for the cost of educational classes and books to encourage higher education subject to the approval of the Department Head. Employees are not eligible for both tuition and books reimbursement and the Safety Education Loan Forgiveness Program below.

[910.2](#) Safety Education Loan Forgiveness (SELF) Program

MMA and the City agree with the interest of enhancing the training and retaining of MMA employees. Safety Education Loan Forgiveness (SELF) Program would be established to provide a forgivable loan amount of up to a maximum \$10,000 per employee for a program leading to a bachelor’s degree or other advanced degree (master’s or doctorate). TheCity would pay an amount up to \$5,000 per fiscal year on behalf of the employee to the educational institution for tuition and related direct expenses as provided below:

- A. In order to be eligible for the program, an employee must have been an employee of the City or a minimum of one year and completed field training. The course of study must be approved in advance, be relevant to the City, and be from a regionally accredited, degree-granting institution. The City Manager may approve a course of study from a

nationally-accredited, degree-granting institution. The City will develop a list of preapproved courses of study in consultation with the MMA.

B. Employees would have up to a maximum of four years to successfully complete the program by obtaining their degree. The maximum loan amount is limited to \$5,000 per year, with a total of \$10,000 per employee within the four-year period.

C. If an employee (1) does not complete the program within the four years, (2) quits the program, or (3) leaves City service prior to completion of the program, repayment of all funds disbursed under the program would be due back to the City. The repayment would be required to be paid via a payroll deduction (presumably from paid leave cash-out). In the event of insufficient paid leave balances, employees would be permitted to spread the amount due back to the City in equal payments for up to one year, provided they are in City service during this time. If they leave City service during this repayment period, any balance remaining on the final date of employment would become immediately due.

D. Upon successful completion of the program, provided an employee remains in City service, the loan would be forgiven after the fifth year after the two-year program period. If an employee successfully completes the program, but leaves City service prior to this time, the loan would be required to be paid via a payroll deduction (presumably from paid leave cash-out) based on the following schedule:

- 100% repayment for an employee who leaves City service during the first two years after the initial two-year program period.
- 75% repayment for an employee who leaves City service during the third year after the initial two-year program period.
- 50% repayment for an employee who leaves City service during the fourth year after the initial two-year program period.
- 25% repayment for an employee who leaves City service during the fifth year after the initial two-year program period.
- 0% repayment for an employee who leaves City service after the fifth year after the initial two-year program period (loan forgiven).

[910.3](#) Sergeant Job Description

MMA agrees to support the City's efforts to modify the job description for Sergeants to require a minimum level of 60 college credits to qualify for promotion into the Sergeant classification.

Section [1011.0](#) Deferred Compensation

[1011.1](#) The City agrees to deposit the equivalent of five percent (5%) of the Record and Communication Supervisor's base salary into a deferred compensation plan of the City's choice and investment option. Ownership of the plan will be vested with the employee.

Section [1112.0](#) Overtime/Compensatory Time

[1112.1](#) **Overtime:**
Overtime shall be paid at the rate of one and one-half (1-1/2) times the base rate of pay for hours worked over and above the regularly scheduled work period. All overtime shall be subject to approval of the department head. For the purpose of overtime, sick leave, holiday leave and vacation shall be included in the hours worked during the workperiod.

[1112.2](#) **Compensatory Time:**
An employee shall be compensated for overtime at the rate of one and one-half (1-1/2) times the base rate of pay. Compensatory time up to one-hundred and eighty (180) hours at any one time, in lieu of overtime, shall be accumulated with the approval of the department head and the City Manager . Employees who have accumulated compensatory time shall provide the department head with two weeks notice prior to reducing compensatory time. Exceptions may be considered by the department head on a case-by-case basis.

During the month of June of each year, unit employees may, upon recommendation of the Department Head and approval of the City Manager , request pay-off of up to 50 hours of their accumulated compensatory leave balance. Requests shall be submitted in writing to the Department Head no earlier than June 1st and no later than June 26th of each year. Approved pay off shall be issued no later than June 30th of each year.

1112.3 Call Back:

Unit employees who are called back to work shall receive a minimum four (4) hours at an overtime rate, if not in conjunction with regularly scheduled work hours.

Section 1213.0 Shift Differential Pay

1213.1 Member shall receive a differential of five (5%) percent of their base pay for actual hours worked during the night shift period as defined below.

1213.2 Night shift shall be 6:00 p.m. (1800 hrs) to 6:00 a.m. (0600 hrs). The start and end time for this period are based on the current 3/12 alternative work schedule for patrol.

1213.3 An employee shall be compensated only for the actual hours worked within the period for which shift differential is applicable.

1213.4 Shift differential pay is applicable only to the classifications of Sergeant and Records & Communications Supervisor.

1213.5 The City agrees to meet and confer regarding shift differential if the City changes from the current 3/12 alternative work schedule for patrol to another schedule (eg. 4/10, 5/8).

Section 1314.0 Disability

1314.1 State Disability Insurance:

City agrees to pay 100% of the employee contribution for State Disability Insurance.

1314.2 Temporary Disability-Integrated Pay:

An employee who is entitled to temporary disability indemnity under State Labor Code may elect to take that number of hours or portions of hours of his/her full salary. When accumulated sick leave, or vacation, or both are exhausted, the employee is still entitled to receive disability indemnity.

143.3 Industrial Retirement

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Any safety employee, who is disabled from performing the normal range of duties attached to his or her position, as determined under applicable law, shall be retired for disability. Pursuant to Government Code Section 21164, the employee's effective retirement date shall be no earlier than the date upon which leave pursuant to Labor Code Section 4850 terminates or the date upon which the employee has been declared to be permanent and stationary by the primary treating physician, whichever is earlier. Should the employee consent, however, the employee may be retired at an earlier date than either of those dates.

Notwithstanding the provisions of Government Code Section 21163, an employee who is otherwise incapacitated for duty and eligible for disability retirement may not be allowed to postpone the effective date of his or her retirement using any sick leave to which the employee might otherwise be entitled.

Section **1415.0** Incentives - Certificate Incentive

The City agrees to provide a Certificate Incentive equivalent to the members of the Police Officer Association in the following manner:

1415.1 Advanced Certificate Incentive

Two and one-half (2.5%) percent incentive pay shall be paid on base salary for possession of a POST Advanced Certificate.

Section 1516.0 Special Duty Pay

1516.1 K-9 Care & Maintenance

Sergeants who are assigned a K-9 shall be provided one half (1/2) hour per day of overtime pay at the base rate of \$19.30 per hour for the care and maintenance of the K-9.

1516.2 Investigations Assignment

Sergeants who are assigned to the Investigations Bureau shall receive a five (5%) percent incentive pay above their base salary during the course of the assignment. Any sergeant so assigned is expected to remain on-call, except when on approved leave, and the Stand By Pay provided in Section 16.0 is not applicable.

Section 1617.0 Standby Pay

Sergeants to receive \$25.00 for each twenty-four (24) hour shift when assigned by the Chief of Police or his designee, in writing, for on-call/standby duty.

Public Works Supervisor to be compensated at straight time for two hours pay for each Saturday, Sunday and holiday and three hours for the period of Monday through Friday when assigned by the Public Works Superintendent for on-call/standby duty.

Section 1718.0 Wellness Program

1718.1 The City will reimburse unit employees fifty percent (50%) of the covered charges up to a maximum of \$80 charge, therefore, paying up to a maximum of \$40 per visit, with an overall maximum of twelve (12) visits

per fiscal year for outpatient psychiatric care which is eligible and covered under the health insurance plan provided to unit employees.

Wellness Stipend – A \$200 per year wellness stipend will be provided to all classifications within the bargaining unit. This is a reimbursement for costs relating to wellness, up to \$200 maximum per fiscal year. Examples are, but not limited to, Fitbit exercise watch, yoga class, meditation class, smoking cessation, weight loss classes, gym membership, etc.

Section 1819.0 Day

For purposes of administering benefits such as vacation accrual, holiday leave, mental health leave, etc. a “day” shall mean an eight (8) hour period.

Section 1920.0 Vehicles

The responsible Department Head may recommend that the City provide employees a take home vehicle if it has been determined a vehicle is available, and based on the approval of the City Manager.

Section 2021.0 Bi-Lingual Pay

Bi-Lingual Pay up to 5% (2.5% for speaking and/or 2.5% for writing). Bilingual pay granted based upon successful passing of testing through Language Testing International and the American Council on the Teaching of Foreign Languages and proficiency of an Intermediate Mid or higher test result. Employee validations are valid for two years from the date of testing.

ARTICLE III FMLA/CFRA/PDL LEAVES

Section 1.0 Family Medical Leave Act (FMLA) and California Family Rights Act (CFRA)

Section 1.1 Purpose

This section does not purport to provide all the provisions of law, but summarizes the general intent at the time this MOU was adopted. Specific details of the FMLA and CFRA are available in the Administrative Services Department. Unit employees and the Chief of Police must contact Administrative Services Department to verify current provisions and requirements. Failure to do so could result in a misunderstanding of rights and obligations, and could cause loss of leave benefits or loss of insurance

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coverage.

1.2 Eligibility for FMLA and CFRA

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Pursuant to State and Federal laws, employees shall be eligible for Family and Medical Leave of absence for:

- The birth of an employee's child;
- Disability due to pregnancy - FMLA only;
- The placement of a child with an employee in connection with the adoption or foster care of that child;
- The care of the employee's child with a serious health condition;
- The care of a spouse or parent with a serious health condition; or
- The employee's own serious health condition.

Such leave rights apply to all employees with twelve (12) or more months of service with the City prior to the leave request and who have also worked a minimum of one-thousand two-hundred fifty (1,250) hours in the preceding twelve (12) months.

1.3 Employee Rights under FMLA/CFRA

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Except for family medical leave taken to care for an injured service member, the maximum amount of family medical leave an eligible employee may take shall be limited to twelve (12) weeks in a twelve (12) month period.

The twelve (12) month period is rolling, and is measured backward from the date leave is used and continuous with each additional leave day taken.

Leave may be taken as days off, or intermittently or through modified work schedules.

The unit employee is guaranteed a return to his/her position at the end of approved leave.

During the twelve (12) work week FMLA period, the City shall maintain the employee's medical, dental, and life insurance.

1.4 Approval Process for FMLA/CFRA

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Unit employees must give thirty (30) days advance written notice, on a form provided by the City, of the need for such leave, unless the absence could not be anticipated. In such cases, the unit employee must give notice as soon as possible but, in any event, no later than five (5) working days from learning of the need for FMLA leave.

Verification by the attending physician or health care provider will be required for absences relating to the unit employee's or family member's serious health condition.

The Administrative Services Department shall determine if the leave qualifies under the Family and Medical leave laws and may determine the commencement date.

1.5

Privacy Under FMLA/CFRA

For privacy reasons, the City shall not require specific medical diagnosis of either the employee's condition or a family member's health condition but shall be entitled to the health care provider's certification of the need for the leave.

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Section 2.0

Pregnancy Disability Leave (PDL)

Pregnancy Disability Leave of up to four (4) months, with or without pay, shall be provided to unit employees covered herein pursuant to the Fair Employment and Housing Act (FEHA).

Such leave shall be granted for disability of the unit employee determined by a physician, for the duration of such disability, provided, however, that the cumulative unpaid leave for disability and non-disability reasons under FMLA/CFRA/PDL shall not exceed one (1) year.

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Section 3.0

Use of Accruals While on FMLA/CFRA/PDL

The unit employee shall have the option to use sick leave for any FMLA/CFRA-eligible illness or medical-related absence and shall have the option to use vacation or other accrued leaves if sick leave has been exhausted. If the unit employee chooses not to use accrued leave and instead chooses unpaid leave, the City shall use accrued leave to pay any payroll deductions and/or health care premiums due from the unit employee.

FMLA shall run concurrently with Pregnancy Disability Leave.

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3.1

Expiration of FMLA/CFRA/PDL

Upon expiration of FMLA/CFRA/PDL, if the unit employee remains on leave, he/she shall be responsible for maintaining his/her insurance benefits, either by use of sufficient accrued paid leave or by payment of the required premiums, if accruals have been exhausted.

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Section 4 **Leave of Absence Without Pay**

Upon written request, the City Manager may, in his/her discretion and upon recommendation of the Chief of Police, grant a temporary leave of absence without pay to any unit employee who has been employed by the City regularly for one (1) year or more, provided a time fixed for return is provided by the employee.

Any such unit employee, with the approval of the City Manager, may return prior to the time fixed for the expiration of such leave.

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ARTICLE ~~III~~ V GRIEVANCE AND DISCIPLINE

Section 1.0 Grievance Procedure

A grievance shall be a claim, filed by an employee on his/her own behalf, or the Association (for alleged violations of Association rights) contending that the City has violated or misapplied an obligation expressed, referenced and/or written in the Agreement.

Every effort shall be made to resolve a grievance through discussion between the grievant and the immediate supervisor. The grievant must bring the grievance to the attention of his/her immediate supervisor within 14 days of the grievable event. Failure to do so will constitute a waiver of the grievance³.

If, after such discussion, the grievant does not feel that the grievance has been satisfactorily resolved, the grievant shall have the right to discuss the matter with the supervisor's superior, if any, within the departmental organization. Otherwise, the grievant shall have the right to discuss the matter with the department head.

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If the grievant is not in agreement with the decision rendered in the informal grievance procedure, the grievant shall have the right to present a formal grievance, in writing, to the department head. If such a formal grievance has not been submitted within twelve (12) calendar days from the date of receiving the informal decision, the informal decision shall be considered as final.

When discussing the formal grievance with the department head, the grievant shall have the right to appear with a representative who may also participate in the discussion. The department head receiving the grievance shall review it, render a decision and comments in writing and return them to the grievant within twelve (12) calendar days after receiving the formal grievance. If the grievant does not agree with the decision reached, the grievant may present an appeal in writing to the City Manager within twelve (12) calendar days. Failure of the grievant to take further action within twelve (12) calendar days after receipt of the decision of the department head will constitute withdrawal of the grievance.

Upon receipt of an appeal, the City Manager or designated representative shall discuss the grievance with the grievant, the representative, if any, and other appropriate persons. The City Manager may designate a fact-finding committee, an individual not in the normal line of the grievant's supervision, or the City Attorney to render advice concerning the appeal. Within twelve (12) calendar days, the City Manager shall render a formal decision in writing to the grievant. If the grievant does not agree with the decision reached, the grievant may present an appeal in writing to the City Council within twelve (12) calendar days.

Upon receipt of an appeal, the City Council shall discuss the grievance with the grievant, the representative, if any, and other appropriate persons. The City Council shall designate a fact-finding committee, an individual not in the normal line of the grievant's supervision, or the City Attorney to render written advice concerning the appeal. Within twelve (12) calendar days, the City Council shall render a formal decision in writing to the grievant.

The time limitations mentioned above with reference to filing and response may be extended by mutual agreement between the employee and the City Manager and/or department head.

Section 2.0 Discipline

Disciplinary action may only be taken for just cause and should reflect consideration of the severity of the offense or performance problem, previous performance problems or offenses of the same nature and of the time between occurrences, overall work record and treatment of other employees in similar circumstances. Prior to any disciplinary action as defined in Government Code Section 3303 against any regular employee pursuant to provisions of the Personnel Ordinance and Rules, the following procedure shall be complied with:

Written notice of the proposed disciplinary action shall be given to the employee. Such notice shall include a statement of the reason(s) for the proposed disciplinary action, the charge(s) being considered, the time periods in which the employee may respond, and shall be signed by the appointing authority.

The employee shall be given an opportunity to review the documents or materials upon which the proposed disciplinary action is based, and, if practical, he/she shall be supplied with a copy of the documents or materials.

Within seven (7) calendar days after the employee has had the review opportunity provided above, he/she shall have the right to respond, orally or in writing, or both, at the employee's option, to the appointing authority concerning the proposed action. Upon the request of the employee or the appointing authority, the Personnel Officer may, at his/her discretion, grant an extension of such time period to facilitate fair administration of the disciplinary process. The failure of the employee to respond shall constitute the employee's waiver of the opportunity to respond. Notwithstanding the above, a reasonable request for additional time within which to respond shall not be denied.

If the employee does not agree with the decision reached by the Appointing Authority, the employee may request a hearing before the Personnel Officer within seven (7) calendar days.

Within ten (10) calendar days of receipt of a written request for hearing, the Personnel Officer will schedule a date to hear the appeal of the appointing authority's decision. The failure of the employee to appeal shall constitute the employee's waiver of the opportunity to appeal and the appointing authority decision will become final

If the employee does not agree with the decision reached by the Personnel Officer, the employee may request a hearing before the Personnel Board within seven (7) calendar days.

Appeals shall be in writing and filed with the Personnel Officer, who shall, within seven (7) days after receipt of the appeal, inform each member of the Personnel Board and other such persons named or affected by the appeal of the filing of the appeal. The appeal shall be a written statement, addressed to the Personnel Board, explaining the matter appealed from and setting forth therein a statement of the action desired by the appellant, with his/her reason thereof. The formality of a legal pleading is not required.

Upon the filing of an appeal, the Personnel Officer shall set a date for a hearing on the appeal not less than ten (10) days, nor more than thirty (30) days, from the date of filing. The Personnel Officer shall notify all named or affected parties of the date, time, and place of hearing at such places as the Personnel Board shall prescribe.

The appellant shall appear personally unless physically unable to do so, before the Personnel Board at the time and place of the hearings. He/she may select and may at the hearing produce on his/her behalf relevant oral or documentary evidence. Cross-examination of witnesses shall be permitted. The conduct and decorum of the hearing shall be under the control of the Personnel Board by its Chairperson, unless a Hearing Officer has been appointed by the Board, with due regard to the rights and privileges of the parties appearing before it. Hearings need not be conducted according to technical rules relating to evidence and witnesses. Hearings shall be closed unless the appellant, in writing, requests an open hearing.

The Personnel Board shall, within ten (10) days after the conclusion of the hearing, certify its findings and recommendations in writing to the appellant, to the person from whose action the appeal was taken and to the Personnel Officer. The Personnel Officer shall review the findings and

recommendations of the Personnel Board with the person from whose action the appeal was made with a view toward implementing the recommendations of the Personnel Board. The actions taken by the Personnel Board shall be considered final. Any member of the Personnel Board may submit a minority or supplemental finding and recommendations. In case of suspension, discharge or demotion, the appointing authority shall reinstate any employee to his/her former status if finding is made by the Personnel Board that the action taken was unwarranted and/or in error.

Notwithstanding the provisions of this section, upon the recommendation of appointing authority, the Personnel Officer may approve the temporary assignment of an employee to a status of leave with pay pending an investigation(s) or hearing(s) as may be required to determine if disciplinary action is to be taken.

Throughout the above procedure, the employee may be represented.

ARTICLE IV TERM

Section 1.0 Term of Agreement

The term of this agreement shall be for the period July 1, ~~2023-2024~~ through June 30, ~~2024~~2026.

Section 2.0 Agreement Renewal

2.1 Renewal:

In January of ~~2024-2026~~ the City and Association agree to open negotiations covering the contents of the agreement to become effective July 1, ~~2024~~2026.

In the absence of an executed agreement for the period commencing July 1, ~~2024~~2026, the provisions of this agreement shall remain in effect.

2.2 Non-Economic Negotiations

The Association shall notify, in writing, no later than sixty (60) days prior to March 30th of each year if it wishes to change any provision in the collective bargaining agreement excluding salary, fringe benefits, or cost of living increases.

ARTICLE VI IMPLEMENTATION

Section 1.0 Severability

If any article or section of this Memorandum of Understanding should be found invalid, unlawful, or unenforceable by reason of any existing or subsequent enacted legislation or judicial authority, all other articles and section of the Memorandum of Understanding shall remain in full force for the duration of this Memorandum. In the event of invalidation of any article or section, the City and Association agree to meet within thirty (30) days for the purpose of renegotiating said article or section.

Section 2.0 Ratification and Implementation

- 2.1 The City and Association acknowledge that this Memorandum of Understanding shall not be in full force and effect until ratified by a simple majority vote of those employees voting who are in classifications represented by the Association set forth in this agreement and adopted in the form of a resolution by the City council.
- 2.2 This agreement constitutes a mutual recommendation by the parties hereto, to the City Council, that one or more ordinances and/or Resolutions be adopted accepting its provisions and effecting the changes enumerated herein relating to wages, hours, fringe benefits and other terms and conditions of employment for unit employees represented by the Association.
- 2.3 Subject to the foregoing, this Memorandum of Understanding is hereby agreed to be recommended for approval by the authorized representative of the City and Association and entered into.

Dated: _____

Elvis Cook, President
Middle Management
Association

Alan D. Flora
City Manager

EXHIBIT A
MIDDLE MANAGEMENT ASSOCIATION
MEMORANDUM OF UNDERSTANDING

- SERGEANTS
RECORDS AND COMMUNICATIONS SUPERVISOR
PUBLIC WORKS SUPERVISOR
CODE ENFORCEMENT SUPERVISOR
CHIEF BUILDING INSPECTOR