



CITY COUNCIL REGULAR MEETING

Clearlake City Hall Council Chambers
14050 Olympic Dr, Clearlake, CA

Thursday, March 17, 2022

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 can submit comments and questions in writing for City Council consideration by sending them to the Administrative Services Director/City Clerk at mswanson@clearlake.ca.us. To give the City Council adequate time to review your questions and comments, please submit your written 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.*

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/j/87086515023>

A. ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. INVOCATION/MOMENT OF SILENCE: *The City Council invites members of the clergy, as well as interested members of the public in the City of Clearlake, to voluntarily offer an invocation before the beginning of its meetings for the benefit and blessing of the City Council. This opportunity is*

voluntary and invocations are to be less than three minutes, offered in a solemn and respectful tone, and directed at the City Council. Invocational speakers who do not abide by these simple rules of respect and brevity shall be given a warning and/or not invited back to provide a subsequent invocation for a reasonable period of time, as determined appropriate by the City. This policy is not intended, and shall not be implemented or construed in any way, to affiliate the City Council with, nor express the City Council's preference for, any faith or religious denomination. Rather, this policy is intended to acknowledge and express the City Council's respect for the diversity of religious denominations and faith represented and practiced among the citizens of Clearlake. If a scheduled invitational 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.

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

E. PRESENTATIONS

1. Presentation of March's Adoptable Dogs

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

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

2. Award of Contract for Well Services related to the Burns Valley Development Project
Recommended Action: Authorize City Manager to enter into a contract with Bartley Pump for Well Services related to the Burns Valley Development Project in the amount of \$44,948.93 and authorize the City Manager to approve up to 10% for additional unforeseen contract amendments.
3. Authorization for Purchase of Splash Pad Equipment for Austin Park
Recommended Action: Move to approve the purchase with All About Play Inc. in the amount of \$96,379.39
4. Consider First Reading of Amendment to Clearlake Municipal Code Chapter 18-20.130.c Water Efficient Landscaping

Recommended Action: Hold first reading of Ordinance No. 259-2022, read it by title only, waive further reading and set second reading and adoption for March 17, 2022

5. Second Reading of Amendment to Clearlake Municipal Code Chapter 9-1 Building and Housing
Recommended Action: Hold second reading of Ordinance No. 260-2022, read it by title only, waive further reading and adopt ordinance

6. Consideration of Amendment to Agreement with OpenGov Inc. to Expand Services to Include OpenGov Reporting and Transparency Platform and Citizen Services Suite
Recommended Action: Approve amendment and authorize City Manager to sign

7. Continuation of Declaration of Local Emergency Issued on August 23, 2021 and Ratified by Council Action on September 16, 2021
Recommended Action: By motion keep declaration of emergency active and set next review in sixty days

8. Continuation of Declaration of Local Emergency Issued on August 18, 2021 and Ratified by Council Action on August 19, 2021
Recommended Action: By motion keep declaration of emergency active and set next review in sixty days

9. Continuation of Declaration of Local Emergency Issued on March 14, 2020 and Ratified by Council Action on March 19, 2020
Recommended Action: By motion keep declaration of emergency active and set next review in sixty days

10. Continuation of Authorization to Implement and Utilize Teleconference Accessibility to Conduct Public Meetings Pursuant to Assembly Bill 361
Recommended Action: Adopt Resolution

11. Consideration of AAR #5 to the 2021-2022 Budget, Resolution No. 2022-13
Recommended Action: Adopt Resolution No. 2022-13

12. Warrants
Recommended Action: Receive and file

H. BUSINESS

13. Award of contract for Demolition of Structures and abatement of properties located at 3407 Oleander Street, 3864 Laddell Avenue, 14514 Emory Avenue, 15586 33rd Avenue, 15783 40th Avenue, 14220 Pearl Street and 3395 4th Street Clearlake, CA 95422

14. Consideration of Cost Sharing Agreement for Expenses Related to Facilitation of Community Visioning Forums
Recommended Action: Authorize the City Manager to enter into cost sharing agreement with the County of Lake and City of Lakeport for the hosting of Community Visioning Forums.

15. Discussion and Consideration of Financing Options to Facilitate Additional Road Maintenance Projects

Recommended Action: Provide Direction to Staff

I. CITY MANAGER AND COUNCILMEMBER REPORTS

J. FUTURE AGENDA ITEMS

K. CLOSED SESSION

(16) Conference with Legal Counsel- Existing Litigation: Pursuant to Government Code Section 54956.9: Case No. CV-421149; Name of Case: City of Clearlake v. County of Lake, a political subdivision of the State of California; Board of Supervisors of the County of Lake, a public body of the County of Lake; Barbara C. Ringen, in her official capacity as the Treasurer-Tax Collector of the County of Lake; and Does 1 through 30, inclusive

(17) Conference with Legal Counsel - Initiation of Litigation pursuant to Government Code Section 54956.9(c): One potential case

L. ANNOUNCEMENT OF ACTION FROM CLOSED SESSION

M. ADJOURNMENT

POSTED: March 14, 2022

BY:



Melissa Swanson, Administrative Services Director/City Clerk



CITY OF CLEARLAKE

City Council

STAFF REPORT

SUBJECT: Award of Contract for Well
Services related to the Burns Valley Development
Project

MEETING DATE: March 17,
2022

SUBMITTED BY: Adeline Brown, Engineer Tech

PURPOSE OF REPORT: ☐ Information only ☐ Discussion ☒ Action Item

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to approve a contract with Bartley Pump for \$44,948.93 and authorize the City Manager to approve up to 10% for additional unforeseen contract amendments.

BACKGROUND/DISCUSSION:

The City solicited proposals for well services for the Burns Valley Development Project. These services include cleaning and testing of the well that is onsite. This will determine the appropriate size of the pump required for final install. The following proposals were received:

Bartley Pump - \$44,948.93

OPTIONS:

1. Move to approve the contract with Bartley Pump in the amount of \$44,948.93
2. Other direction

FISCAL IMPACT:

☐ None ☒ 44,948.93 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 the contract with Bartley Pump in the amount of \$44,948.93 and authorize the City Manager to approve up to 10% for additional unforeseen contract amendments.

☐ **Attachments:**



CITY OF CLEARLAKE

City Council

STAFF REPORT

SUBJECT: Authorization for Purchase of Splash Pad Equipment for Austin Park	MEETING DATE: March 17, 2022
SUBMITTED BY: Adeline Brown, Engineer Tech	
PURPOSE OF REPORT: ☐ Information only ☐ Discussion ☒ Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to approve the purchase of Spray Park equipment from All About Play in the amount of \$96,379.39.

BACKGROUND/DISCUSSION:

The City is building a Splash Pad at Austin Park and is currently soliciting bids for the installation and construction of the pad. The equipment portion would be a direct purchase from All About Play Inc., who is an already approved state contract vendor.

The cost for the equipment is \$96,379.39

OPTIONS:

1. Move to approve the purchase of the equipment in the amount of \$96,379.39.
2. Other direction

FISCAL IMPACT:

☐ None ☒ \$96,379.39 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 the purchase with All About Play Inc. in the amount of \$96,379.39

☐ **Attachments:**



Austin Park

Clear Lake, CA

W23723-1A | 79.5 GPM | 2,827 SQ FT | Perspective View | JH

CREATING COMPELLING
AQUATIC PLAY EXPERIENCES



WATER ODYSSEY™
BY FOUNTAIN PEOPLE
A PLAYCORE Company



WATERODYSSEY.COM

Austin Park

Clear Lake, CA

W23723-1A | 79.5 GPM | 2,827 SQ FT | Perspective View | JH

CREATING COMPELLING
AQUATIC PLAY EXPERIENCES



WATER ODYSSEY™
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A PLAYCORE Company



Austin Park

Clear Lake, CA

W23723-1A | 79.5 GPM | 2,827 SQ FT | Perspective View | JH

CREATING COMPELLING
AQUATIC PLAY EXPERIENCES



WATER ODYSSEY™
BY FOUNTAIN PEOPLE
A PLAYCORE Company



Austin Park

Clear Lake, CA

W23723-1A | 79.5 GPM | 2,827 SQ FT | Perspective View | JH

CREATING COMPELLING
AQUATIC PLAY EXPERIENCES



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Austin Park

Clear Lake, CA

W23723-1A | 79.5 GPM | 2,827 SQ FT | Perspective View | JH

CREATING COMPELLING
AQUATIC PLAY EXPERIENCES



WATER ODYSSEY™
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Austin Park

Clear Lake, CA

W23723-1A | 79.5 GPM | 2,827 SQ FT | Perspective View | JH

CREATING COMPELLING
AQUATIC PLAY EXPERIENCES



WATER ODYSSEY™
BY FOUNTAIN PEOPLE
A PLAYCORE Company



Austin Park

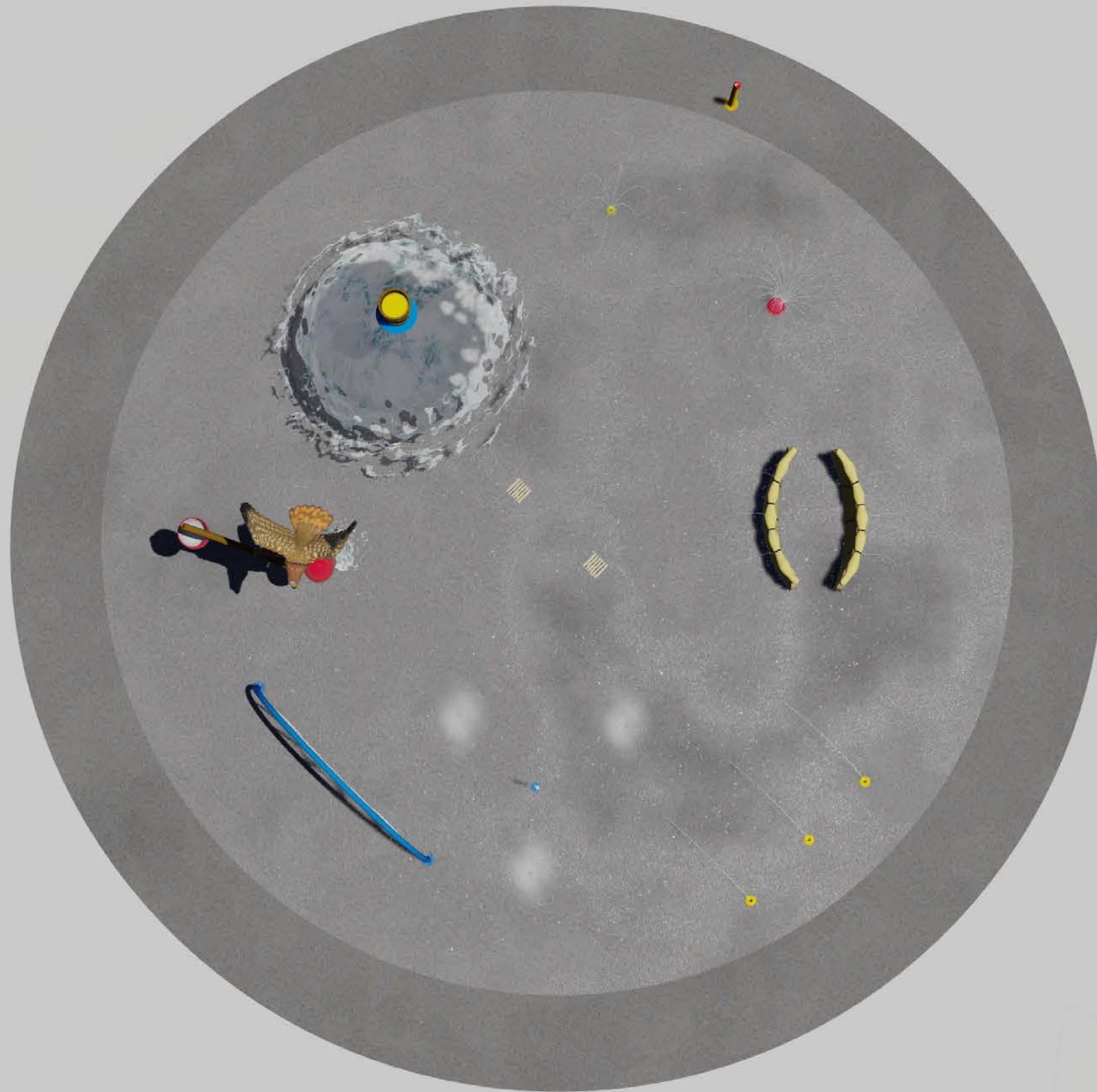
Clear Lake, CA

W23723-1A | 79.5 GPM | 2,827 SQ FT | Perspective View | JH

CREATING COMPELLING
AQUATIC PLAY EXPERIENCES



WATER ODYSSEY™
BY FOUNTAIN PEOPLE
A PLAYCORE Company



Clear Lake, CA

W23723-1A | 79.5 GPM | 2,827 SQ FT | Park View | JH

CREATING COMPELLING AQUATIC PLAY EXPERIENCES



WATER ODYSSEY™
BY FOUNTAIN PEOPLE
A PLAYCORE Company

AQUATIC PLAY FEATURES



FunForm™ Canoe
FF-W23723



Baby Long Legs™
W036C



Water Wicket™
W074(A)



Water Weave™
W093



Anyway Spray™
W100C



Tidal Bucket™
W185-LC



Popp Dropp™
W280



Misteeee™
W331



Dew Buckets w/ FF Hawk™
W356-W23723

ACTIVATORS & DRAIN

Section G, Item 3.



Touch N' Go™
Hard-Wired
W009



Plain Drain™
W200

WATERODYSSEY.COM

Austin Park

Clear Lake, CA

W23723-1A | 79.5 GPM | 2,827 SQ FT | Product List | JH

CREATING COMPELLING
AQUATIC PLAY EXPERIENCES



WATER ODYSSEY™
BY FOUNTAIN PEOPLE
A PLAYCORE Company



CITY OF CLEARLAKE

City Council

STAFF REPORT

SUBJECT: Second Reading and Adoption of Amendment to Clearlake Municipal Code Chapter 18-20.130.c Water Efficient Landscaping

MEETING DATE:
March 3, 2022

SUBMITTED BY: Alan Flora, City Manager
Ryan Jones, City Attorney

PURPOSE OF REPORT: ☐ Information only ☐ Discussion ☒ Action Item

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to consider the Second Reading of Ordinance No. 259-2022 and adopt the ordinance. The first reading of the Ordinance was held March 3, 2022.

BACKGROUND/DISCUSSION:

As part of the City's compliance with SB 1383, Council is required to formally include the "Water Conservation in Landscaping Act" (Government Code Section 65591 et seq) in the City's Municipal Code, or incorporated it by reference. See Attachment 1

OPTIONS:

1. Move to hold the second reading of Ordinance No. 259-2022, read it by title only, waive further reading and adopt.
2. Other direction

FISCAL IMPACT:

X 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:

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

X Goal #4: Improve the Image of Clearlake

☐ Goal #5: Ensure Fiscal Sustainability of City

X Goal #6: Update Policies and Procedures to Current Government Standards259

X Goal #7: Support Economic Development

SUGGESTED MOTIONS:

Move to approve the Second Reading of Ordinance 259-2022, read it by title only, waive further reading and adopt.

☐ **Attachments:** 1) Ordinance 259-2022

ORDINANCE NO. 259-2022

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLEARLAKE ADDING VERBAGE TO CHAPTER 18.-20.130.c OF THE CLEARLAKE MUNICIPAL CODE REGARDING WATER EFFICIENT LANDSCAPE REQUIREMENTS

WHEREAS, the City of Clearlake presently imposes water efficient landscape requirements on all new and rehabilitated landscaping projects that require a permit in Title 18-20.130 of the Municipal Code; and

WHEREAS, the Water Conservation in Landscaping Act (Government Code Section 65591 et seq.) (the “Act”) was enacted for the purpose of further reducing waste water associated with irrigation of outdoor landscaping; and

WHEREAS, the Act required the State Department of Water Resources (“DWR”) to draft a model water efficient landscape ordinance (“MWELo”) (Cal. Code Regs., tit. 23, §490 et seq.), and further required the cities and counties, by January 1, 2010, to adopt the MWELo, or a locally modified ordinance at least as effective in conserving water as the MWELo, or else the state MWELo applies by default (Gov. Code, §65595); and

WHEREAS, on April 1, 2015, Governor Brown signed Executive Order B 29-15, which directed the DWR to update the MWELo; and

WHEREAS, the DWR updated the MWELo on September 15, 2015; and

WHEREAS, the City intends to comply with the current MWELo; and

WHEREAS, this addition to 18-20/130 Water Efficient Landscape Ordinance is intended to locally implement the Act.

NOW, THEREFORE, the City Council of the City of Clearlake does ordain as follows:

SECTION 1. Title 18-20.130.c of the Clearlake Municipal Code is hereby modified to include the Water Conservation in Landscaping Act (Government Code Section 65591 et seq), incorporated by reference.

SECTION 2. Severability: Should any provision of this Ordinance, or its application to any person or circumstance, be determined by a court of competent jurisdiction to be unlawful, unenforceable or otherwise void, that determination shall have no effect on any other provision of this Ordinance or the application of this Ordinance to any other person or circumstance and, to that end, the provisions hereof are severable.

SECTION 3. CEQA. The adoption of this Ordinance is exempt from review under the California Environmental Quality Act (CEQA) pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines, California Code

of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly.

SECTION 4. Effective Date. This ordinance shall take effect thirty (30) days after adoption as provided by Government Code section 36937.

SECTION 5. Certification. The City Clerk shall certify to the passage and adoption of this Ordinance and shall give notice of its adoption as required by law. Pursuant to Government Code section 36933, a summary of this Ordinance may be published and posted in lieu of publication and posting the entire text.

INTRODUCED and first read at a regular meeting of the City Council on the 3rd day of March, 2022, by the following vote:

AYES: Mayor Slooten, Vice Mayor Perdock, Councilmembers Overton, Claffey and Cremer
NOES: None
ABSTAIN: None
ABSENT: None

FINAL PASSAGE AND ADOPTION by the City Council of Clearlake occurred at a meeting thereof held on the 17th day of March, 2022, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Dirk Slooten, Mayor

ATTEST:

Melissa Swanson, City Clerk
City of Clearlake



CITY OF CLEARLAKE

City Council

STAFF REPORT

SUBJECT: Second Reading of Amendment to Clearlake
Municipal Code Chapter 9-1 Building and Housing

MEETING DATE:
March 3, 2022

SUBMITTED BY: Alan Flora, City Manager
Ryan Jones, City Attorney

PURPOSE OF REPORT: ☐ Information only ☐ Discussion ☒ Action Item

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to consider the Second Reading of Ordinance No. 260-2022 and adopt the ordinance.

BACKGROUND/DISCUSSION:

As part of the City's compliance with SB 1383, Council is required to formally adopt waste diversion requirements for construction and demolition debris to comply with the current version of the California Green Buildings Standards Code. See Attachment 1

OPTIONS:

1. Move to hold the second reading of Ordinance No. 260-2022, read it by title only, waive further reading and adopt the ordinance.
2. Other direction

FISCAL IMPACT:

X 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:

- X 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

X Goal #6: Update Policies and Procedures to Current Government Standards

☐ Goal #7: Support Economic Development

SUGGESTED MOTIONS:

Move to approve the Second Reading of Ordinance 260-2022, read it by title only, waive further reading and set March 17th, 2022 for the Second Reading and adoption.

☐ **Attachments:** 1) Ordinance 260-2022

ORDINANCE NO. 260-2022

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLEARLAKE ADDING CHAPTER 9-1.50 OF THE CLEARLAKE MUNICIPAL CODE REGARDING THE RECYCLING OF CONSTRUCTION AND DEMOLITION DEBRIS

WHEREAS, the City of Clearlake is required to promote the recycling of construction and demolition debris through implementation of the California Green Building Standards Code; and

WHEREAS, the California Department of Resources Recycling and Recovery (“CalRecycle”) promulgated regulations to implement Senate Bill 1383 (“SB 1383 Regulations”); and

WHEREAS, the SB 1383 Regulations require that the City of Clearlake adopt an ordinance or other enforceable requirement that requires diversion of a minimum of 65%, by weight, construction and demolition debris, from landfills; and

WHEREAS, the City Council must add Chapter 9.1.50 to the Clearlake Municipal Code to formally adopt waste diversion requirements for construction and demolition debris to comply with the current version of the California Green Buildings Standards Code.

NOW, THEREFORE, the City Council of the City of Clearlake does ordain as follows:

SECTION 1. Title 9-1.50 of the Clearlake Municipal Code is hereby adopted to read as follows:

Chapter 1.50— Recycling of Construction and Demolition Debris

9-1.50.010 - Purpose.

The California Integrated Waste Management Act of 1989 (Public Resources Code Sections 40000 through 49620), created by AB 939 (chaptered as 1095) of the 1989 Legislative Session, declares that "the amount of solid waste generated in the state coupled with diminishing landfill space and potential adverse environmental impacts from landfilling constitutes an urgent need for state and local agencies to enact and implement an aggressive new integrated waste management program."

The purpose of this chapter is to promote the recycling of construction and demolition debris in order to protect the public health, safety, and welfare, and to meet the City’s obligations under AB 939 and the current version of the California Green Buildings Standards Code.

9-1.50.020 - Diversion requirements.

A. Applicants must divert from landfills a minimum of 65%, by weight, construction and demolition debris generated from the project or other amount established by State law, whichever is higher, by using recycling, reuse, and diversion programs.

B. Applicants must also comply with California Green Building Standards Code.

9-1.50.030 - Waste reduction plan.

A. Applicants for any project must submit a properly completed waste reduction plan, identifying all waste materials expected to be generated as a result of the project at the time of demolition or building permit application. No building or demolition permit shall be issued until the applicant has submitted a waste reduction plan in the form required by the building official and until the waste reduction plan has been approved by the building official or designee.

B. The waste reduction plan must contain, at a minimum, the following:

1. The type of project;
2. The total square footage of the project;
3. The estimated weight of project construction and demolition debris to be generated by material type;
4. The construction and demolition debris materials that will be diverted from disposal by recycling, reuse on the project or salvage for future use or sale;
5. If construction and demolition debris will be sorted on-site (source-separated) or bulk mixed (single stream);
6. Diversion facilities where the construction and demolition debris will be taken;
7. Construction methods taken to reduce the amount of construction and demolition debris generated; and,
8. The amount of construction and demolition debris diverted by weight.

C. Every person or entity to whom a building or demolition permit has been issued ("permittee") shall comply, and require their subcontractors to comply, with the provisions of the approved waste reduction plan applicable to the permit.

D. If the permittee subsequently wishes to amend the approved waste reduction plan, the permittee shall submit the request in writing to the building official. The building official or their designee shall approve or deny the requested amendment, as submitted or as modified by the building official or their designee, as appropriate.

E. The permittee shall collect and retain (1) weight tickets, (2) an inventory of reused items, (3) receipts and other records from all recipients of discarded material that demonstrate the reuse, recycling, and disposal of all material generated by and hauled from the project, and (4) such other documentation as necessary to establish compliance with the approved waste reduction plan.

F. The permittee shall, for commercial projects involving additions and alterations, verify that Universal Waste items, including fluorescent lamps and ballast and mercury containing thermostats are properly disposed of and diverted from the landfills. "Universal Waste" means batteries, electronic devices, mercury-containing equipment, lamps, cathode ray tubes or glass, and aerosol cans. A list of prohibited Universal Waste materials shall be included in the construction documents.

G. Prior to final inspection of the project or as otherwise required by the waste reduction plan, the permittee shall complete and submit to the building official a diversion summary sheet and the documentation described in subsection E of this section.

9-1.50.040 - Payment of monitoring costs.

Any person or entity which has previously failed to comply with an approved waste reduction plan or with the other provisions of the ordinance codified in this chapter may, at the time of submitting any subsequent waste reduction plan for approval, be required to pay a monitoring fee in the amount set from time to time by resolution of the city council to cover the costs of monitoring compliance with the approved waste reduction plan. The decision as to whether the facts warrant the imposition of the monitoring fee shall be made by the building official.

9-1.50.050 - Penalties.

Violation of any provision of this chapter, including, but not limited to,

- A. Demolition or construction before having or without having an approved waste reduction plan;
- B. Failure to comply with the approved waste reduction plan (as amended, if applicable);
- C. Failure to provide all required documentation prior to final inspection or as required by the waste reduction plan shall subject the violator to a penalty of up to ten times the permit fee for the building or demolition permit, as determined by the building official, as set forth in Sections 9-1.24 of this code.

SECTION 2. Severability: Should any provision of this Ordinance, or its application to any person or circumstance, be determined by a court of competent jurisdiction to be unlawful, unenforceable or otherwise void, that determination shall have no effect on any other provision of this Ordinance or the application of this Ordinance to any other person or circumstance and, to that end, the provisions hereof are severable.

SECTION 3. CEQA. The adoption of this Ordinance is exempt from review under the California Environmental Quality Act (CEQA) pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly.

SECTION 4. Effective Date. This ordinance shall take effect thirty (30) days after adoption as provided by Government Code section 36937.

SECTION 5. Certification. The City Clerk shall certify to the passage and adoption of this Ordinance and shall give notice of its adoption as required by law. Pursuant to Government Code section 36933, a summary of this Ordinance may be published and posted in lieu of publication and posting the entire text.

INTRODUCED and first read at a regular meeting of the City Council on the 3rd day of March, 2022, by the following vote:

AYES: Mayor Slooten, Vice Mayor Perdock, Councilmembers Overton, Claffey and Cremer
NOES: None
ABSTAIN: None
ABSENT: None

FINAL PASSAGE AND ADOPTION by the City Council of Clearlake occurred at a meeting thereof held on the 17th day of March, 2022, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Dirk Slooten, Mayor

ATTEST:

Melissa Swanson, City Clerk
City of Clearlake



CITY OF CLEARLAKE

City Council

STAFF REPORT

SUBJECT: Consideration of Amendment to Agreement with OpenGov Inc. to Expand Services to Include OpenGov Reporting and Transparency Platform and Citizen Services Suite	MEETING DATE: March 17, 2022
SUBMITTED BY: Director of Finance, Kelcey Young	
PURPOSE OF REPORT: ☐ Information only ☐ Discussion ☒ Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to Authorize the City Manager to execute the 1st amendment of the contract with OpenGov Inc, to include OpenGov Reporting and Transparency Platform and Citizen Services Suite adding Procurement, Business License and Permitting functions for an increased annual subscription of \$45,536.00 for a three-year contract, and \$49,950.0 professional development costs for a total increase of \$186,558.00.

BACKGROUND/DISCUSSION:

The City entered into a contract with OpenGov in 2019 for Financial Transparency. Adding the two additional modules will greatly increase staff efficiency in the areas of procurement, business licenses, and permitting.

OPTIONS:

1. Move to authorize City Manager to execute an amendment
2. Other direction

FISCAL IMPACT:

☐ None ☒ \$186,558 Budgeted Item? ☒ Yes ☐ No

Budget Adjustment Needed? ☒ Yes ☒ No If yes, amount of appropriation increase: \$64,013.00

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

Comments: This will be funded by REAP grant, and planning fees appropriated in Resolution 2022-13

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 and authorize City Manager to execute an amendment.

- ☒ **Attachments:**
 - 1) OpenGov Amendment
 - 2)



CITY OF CLEARLAKE

City Council

STAFF REPORT

SUBJECT: Continuation of Director of Emergency Services/City Manager Order (Directive #CACHE-01) Restricting Access to Specified Areas as a Result of Cache Fire

SUBMITTED BY: Alan D. Flora, City Manager

PURPOSE OF REPORT: ☐ Information only ☐ Discussion ☒ Action Item

WHAT IS BEING ASKED OF THE CITY COUNCIL:

On August 18, 2021 The Director of Emergency Services/City Manager issue a Proclamation of Local Emergency due to the Cache Fire, which was ratified by the City Council on August 19, 2021.

On August 23, 2021 the roadblocks into the fire area were lifted and unauthorized access to the Cache Fire impacted properties became a concern. Based on this concern and the need for law enforcement to have the appropriate tools to prohibit and take action against illegal activity in the area, the City Manager issued a directive restricting access to specified areas as a result of the Cache Fire.

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.

Staff believes there is still a need to restrict unauthorized access to the areas under the Cache Fire Directive #1 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:**



CITY OF CLEARLAKE

City Council

STAFF REPORT

SUBJECT: Continuation of Declaration of Local Emergency Issued on August 18, 2021 and Ratified by Council Action August 19, 2021

SUBMITTED BY: Melissa Swanson, Administrative Services Director/City Clerk

PURPOSE OF REPORT: ☐ Information only ☐ Discussion ☒ Action Item

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to keep declaration of emergency active and set next review in sixty days.

BACKGROUND/DISCUSSION:

On August 18, 2021 City Manager Flora, as the Director of Emergency Services for the City of Clearlake, declared a Local Emergency due to the Cache Fire:

“A local emergency exists based on the existence of conditions of disaster or of extreme peril to the safety of persons and property”

According to California Government Code Section 8630:

- (a) A local emergency may be proclaimed only by the governing body of a city, county, or city and county, or by an official designated by ordinance adopted by that governing body.
- (b) Whenever a local emergency is proclaimed by an official designated by ordinance, the local emergency shall not remain in effect for a period in excess of seven days unless it has been ratified by the governing body.
- (c) The governing body shall review the need for continuing the local emergency at least once every 30 days until the governing body terminates the local emergency.
- (d) The governing body shall proclaim the termination of the local emergency at the earliest possible date that conditions warrant.

On August 19, 2021, the Council ratified the Proclamation of the Local Emergency by adoption of Resolution No. 2021-44. The Council must continue the Proclamation every 60 days or terminate the local emergency.

It is recommended that the City Council again continue the Proclamation of Emergency ratified in Resolution No. 2021-44 and review the status of the Proclamation again within 60 days.

OPTIONS:

1. Move to continue the Proclamation of Emergency ratified in Resolution No. 2021-44 and review the status of the Proclamation again within 60 days
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: There is potential for recovery of costs by the City due to the declared state of emergency.

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 continue the Proclamation of Emergency ratified in Resolution No. 2020-10 and review the status of the Proclamation again within 60 days.



CITY OF CLEARLAKE

City Council

STAFF REPORT

SUBJECT: Continuation of Declaration of Local Emergency Issued on March 14, 2020 and Ratified by Council Action March 19, 2020

SUBMITTED BY: Melissa Swanson, Administrative Services Director/City Clerk

PURPOSE OF REPORT: ☐ Information only ☐ Discussion ☒ Action Item

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to keep declaration of emergency active and set next review in sixty days.

BACKGROUND/DISCUSSION:

On March 13, 2020 City Manager Flora, as the Director of Emergency Services for the City of Clearlake, declared in the attached Proclamation by the Director of Emergency Services Declaring a Local Emergency due to the state and federal declaration of the COVID-19/Coronavirus pandemic:

“That conditions of disaster or extreme peril to the safety of the persons and property have within the City that are likely to be beyond the control of the services, personnel, equipment, and facilities of the City”

According to California Government Code Section 8630:

- (a) A local emergency may be proclaimed only by the governing body of a city, county, or city and county, or by an official designated by ordinance adopted by that governing body.
- (b) Whenever a local emergency is proclaimed by an official designated by ordinance, the local emergency shall not remain in effect for a period in excess of seven days unless it has been ratified by the governing body.
- (c) The governing body shall review the need for continuing the local emergency at least once every 30 days until the governing body terminates the local emergency.
- (d) The governing body shall proclaim the termination of the local emergency at the earliest possible date that conditions warrant.

On March 19th, 2020, the Council ratified the Proclamation of the Local Emergency by a Resolution No. 2020-10. The Council must continue the Proclamation every 60 days or terminate the local emergency.

It is recommended that the City Council again continue the Proclamation of Emergency ratified in Resolution No. 2020-10 and review the status of the Proclamation again within 60 days.

OPTIONS:

1. Move to continue the Proclamation of Emergency ratified in Resolution No. 2020-10 and review the status of the Proclamation again within 60 days
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: There is potential for recovery of costs by the City due to the declared state of emergency.

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 continue the Proclamation of Emergency ratified in Resolution No. 2020-10 and review the status of the Proclamation again within 60 days.

☐ **Attachments:**



CITY OF CLEARLAKE

City Council

STAFF REPORT

SUBJECT: Continuation of Authorization to Implement and Utilize Teleconference Accessibility to Conduct Public Meetings Pursuant to Assembly Bill 361

SUBMITTED BY: Melissa Swanson, Administrative Services Director/City Clerk

PURPOSE OF REPORT: ☐ Information only ☐ Discussion ☒ Action Item

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to authorize the City Clerk to implement and utilize teleconference accessibility to conduct public meetings pursuant to Assembly Bill 361 (Stats. 2021, ch. 165).

BACKGROUND/DISCUSSION:

On Friday, September 17, 2021, the Governor signed AB 361. Because the bill contained urgency findings, the law is now in effect. AB 361 allows local agencies to continue to conduct remote ("Zoom") meetings during a declared state of emergency, provided local agencies comply with specified requirements. Absent this legislation, local agencies would have had to return to traditional meetings beginning on October 1, 2021.

Starting October 1, and running through the end of 2023, to participate in remote meetings, public agencies must comply with the requirements of new subsection (e) of Government Code section 54953.

The Council passed Resolution No. 2021-48 on October 7, 2021, which made the necessary findings for all subordinate legislative bodies of the City, such as the Planning Commission, so these bodies can also continue to meet remotely.

Subsequent Remote Meetings

Any time after the first remote meeting of the legislative body, it can meet remotely if both of the following apply:

1. State/local emergency/social distancing. Either:
 - a. "a state of emergency remains active" or
 - b. "state or local officials have imposed or recommended measures to promote social distancing" and
2. 30 days. Within the last 30 days (which vote may occur at that meeting) the legislative body has made the following findings by majority vote "(A) The legislative body has reconsidered the circumstances of the state of emergency. (B) Any of the following circumstances exist (i) The state of emergency continues to directly impact the ability of the members to meet safely in person. (ii) State or local officials continue to impose or recommend measures to promote social distancing."

OPTIONS:

1. Move to adopt the attached resolution to allow ongoing teleconferencing of public meetings

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:

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 ACTIONS:

1. Adopt Resolution making the necessary findings to continue to hold remote meetings as required by AB 361.

☒ **Attachments:** 1) Resolution No. 2022-12

RESOLUTION NO. 2022-12

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLEARLAKE
MAKING THE LEGALLY REQUIRED FINDINGS TO CONTINUE TO
AUTHORIZE THE CONDUCT OF REMOTE “TELEPHONIC” MEETINGS
DURING THE STATE OF EMERGENCY

WHEREAS, on March 4, 2020, pursuant to California Gov. Code Section 8625, the Governor declared a state of emergency stemming from the COVID-19 pandemic (“Emergency”); and

WHEREAS, on September 17, 2021, Governor Newsom signed AB 361, which bill went into immediate effect as urgency legislation; and

WHEREAS, AB 361 added subsection (e) to Government Code Section 54953 to authorize legislative bodies to conduct remote meetings provided the legislative body makes specified findings; and

WHEREAS, as of September 19, 2021, the COVID-19 pandemic has killed more than 67,612 Californians; and

WHEREAS, social distancing measures decrease the chance of spread of COVID-19; and

WHEREAS, this legislative body previously adopted a resolution to authorize this legislative body and all other subordinate legislative bodies of the City to conduct remote “telephonic” meetings; and

WHEREAS, Government Code 54953(e)(3) authorizes legislative bodies of the City to continue to conduct remote “telephonic” meetings provided that the City has timely made the findings specified therein.

NOW, THEREFORE, IT IS RESOLVED by the City Council of the City of Clearlake as follows:

1. This legislative body declares that it has reconsidered the circumstances of the state of emergency declared by the Governor and at least one of the following is true: (a) the state of emergency, continues to directly impact the ability of the members of this legislative body and all subordinate legislative bodies of the City to meet safely in person; and/or (2) state or local officials continue to impose or recommend measures to promote social distancing.

PASSED, APPROVED AND ADOPTED this 17th day of March, 2022 by the following roll call vote:

AYES:

NOES:

ABSENT:

Dirk Slooten, Mayor

ATTEST:

Melissa Swanson, City Clerk



CITY OF CLEARLAKE

City Council

STAFF REPORT

SUBJECT: Adoption of 5th Amendment to the FY 2021-22 Budget to appropriate Grant Funds and Planning Fees

MEETING DATE: March 17, 2022

SUBMITTED BY: Kelcey Young, Director of Finance

PURPOSE OF REPORT: ☐ Information only ☐ Discussion ☒ Action Item

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to consider adopting an adjustment to the FY 2021-22 Budget appropriate REAP Grant funds and additional planning fees.

BACKGROUND/DISCUSSION:

The City of Clearlake has been awarded \$56, 013.00 from the REAP grant for community outreach and zoning projects. Additionally, the City has received \$40,000.00 in additional planning fees.

On March 3, 2022, the City Council adopted Mid-Year adjustments to the FY 2021-22 budget. Based on a review by staff, an additional adjustment needs to be made to account for the additional revenue. This revenue will be appropriated to pay for an increase in expenses in new planning and procurement software, and additional design expenses.

FISCAL IMPACT:

☐ None ☒ \$96,013.00 Budgeted Item? ☐ Yes ☒ No

Budget Adjustment Needed? ☒ Yes ☐ No If yes, amount of appropriation increase: \$96,013.00

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

Comments: No net impact as increased expenses are being covered by increased revenues.

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.

- ☒ **Attachments:** 1) Resolution No. 2022-13: ADOPTION OF 5th AMENDMENT TO THE FY 2021-22 BUDGET (RESOLUTION 2021-33)

RESOLUTION NO. 2022-13

ADOPTION OF 5th AMENDMENT TO THE FY 2021-22 BUDGET (RESOLUTION 2021-33) APPROPRIATING FUNDS FOR SOFTWARE AND ADDITIONAL DESIGN SERVICES

WHEREAS, the City Council desires to appropriate funding from the REAP Grant and Planning fees for the cost of software amendments and services to improve planning, procurement and provide for design services

WHEREAS, the City Council desires to appropriate additional funding from the REAP Grant and planning fees.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Clearlake:

Section 1. The FY 2021-22 Budget, adopted via Resolution 2021-33, is amended as follows:

Appropriations Adjustment							
Fund	Fund Name	Department	Account	Description	FY 21-22 Budget	Adjustment	FY 21-22 Amended Budget
100	General	Community Dev	100-1400-750-560	Consultant Services	\$ 145,000.00	\$ 96,013.00	\$ 241,013.00
Revenue Adjustments							
Fund	Fund Name		Account	Description	FY 21-22 Budget	Adjustment	FY 21-22 Amended Budget
100	General		100-410-996	REAP Grant	\$ -	\$ 56,013.00	\$ 56,013.00
100	General		100-414-510	Planning fees	\$ 83,837.00	\$ 40,000.00	\$ 123,837.00

PASSED AND ADOPTED by the City Council of the City of Clearlake, County of Lake, State of California, on this 17th day of March 2022, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST: _____
City Clerk

Mayor



Clearlake, CA

Section G, Item 12.

Check Register

Packet: APPKT01152 - 3/2/22 AP CHECK RUN AA

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-Accounts Payable						
VEN01085	ACC BUSINESS	03/02/2022	Regular	0.00	594.67	12124
VEN01207	ANKROM MOISAN ASSOCIATED ARCHI	03/02/2022	Regular	0.00	6,872.15	12125
000085	ARAMARK UNIFORM SERVICES	03/02/2022	Regular	0.00	49.31	12126
001397	AT&T CALNET 3	03/02/2022	Regular	0.00	486.01	12127
001397	AT&T CALNET 3	03/02/2022	Regular	0.00	22.50	12128
001397	AT&T CALNET 3	03/02/2022	Regular	0.00	600.15	12129
001397	AT&T CALNET 3	03/02/2022	Regular	0.00	50.31	12130
001397	AT&T CALNET 3	03/02/2022	Regular	0.00	193.84	12131
001397	AT&T CALNET 3	03/02/2022	Regular	0.00	22.47	12132
001418	B & G TIRES OF CLEARLAKE	03/02/2022	Regular	0.00	30.00	12133
000068	BOB'S JANITORIAL	03/02/2022	Regular	0.00	111.88	12134
002162	CALIFORNIA ENGINEERING	03/02/2022	Regular	0.00	6,000.00	12135
VEN01178	CALIFORNIA INTERGOVERNMENTAL R	03/02/2022	Regular	0.00	38,963.12	12136
2404	CALTRONICS	03/02/2022	Regular	0.00	706.88	12137
000218	CLEARLAKE VETERINARY CLINIC	03/02/2022	Regular	0.00	620.85	12138
000548	COMPUTER LOGISTICS	03/02/2022	Regular	0.00	216.99	12139
VEN01198	CONRAD L WHITE	03/02/2022	Regular	0.00	8,660.00	12140
000028	COUNTY OF LAKE ANIMAL CONTROL	03/02/2022	Regular	0.00	50.00	12141
002083	COUNTY OF LAKE WATER RESOURCES	03/02/2022	Regular	0.00	509.07	12142
002083	COUNTY OF LAKE WATER RESOURCES	03/02/2022	Regular	0.00	4,761.39	12143
VEN01257	DAVID CLAFFEY	03/02/2022	Regular	0.00	1,400.00	12144
000073	EASTLAKE SANITARY LANDFILL	03/02/2022	Regular	0.00	43.09	12145
001199	EUREKA OXYGEN CO	03/02/2022	Regular	0.00	258.31	12146
000120	FED EX	03/02/2022	Regular	0.00	264.48	12147
000096	GOLDEN STATE WATER COMPANY	03/02/2022	Regular	0.00	30.43	12148
VEN01250	GREG MARGETICH - MARGETICH REAL	03/02/2022	Regular	0.00	10,000.00	12149
001954	KOEFRAN	03/02/2022	Regular	0.00	250.00	12150
000215	LAKE COUNTY FIRE PROTECTION	03/02/2022	Regular	0.00	991.11	12151
000108	LAKE COUNTY RECORD BEE	03/02/2022	Regular	0.00	1,402.99	12152
000900	LAKESIDE APPLIANCE	03/02/2022	Regular	0.00	193.46	12153
002169	LOS CARNEROS INVESTIGATIVE SVC	03/02/2022	Regular	0.00	300.00	12154
001489	NAPA AUTO PARTS	03/02/2022	Regular	0.00	151.63	12155
001913	OCCU-MED LTD	03/02/2022	Regular	0.00	1,043.20	12156
001392	OFFICE DEPOT	03/02/2022	Regular	0.00	151.44	12157
002242	PARODI INVESTIGATIVE SOLUTIONS, L	03/02/2022	Regular	0.00	1,967.50	12158
000049	PETTY CASH	03/02/2022	Regular	0.00	33.20	12159
001843	PG&E CFM	03/02/2022	Regular	0.00	3,928.47	12160
	Void	03/02/2022	Regular	0.00	0.00	12161
000130	PITNEY BOWES	03/02/2022	Regular	0.00	701.68	12162
002031	REDWOOD COAST FUELS	03/02/2022	Regular	0.00	1,853.75	12163
VEN01256	ROBERT W. SZMURLO	03/02/2022	Regular	0.00	1,590.00	12164
VEN01226	SPEAKWRITE LLC	03/02/2022	Regular	0.00	334.70	12165
002000	SUB TERRA CONSULTING	03/02/2022	Regular	0.00	3,272.25	12166
000099	U.S. CELLULAR	03/02/2022	Regular	0.00	1,053.50	12167
001540	US BANK CORPORATE PMT. SYSTEM	03/02/2022	Regular	0.00	19,367.17	12168
	Void	03/02/2022	Regular	0.00	0.00	12169
	Void	03/02/2022	Regular	0.00	0.00	12170
	Void	03/02/2022	Regular	0.00	0.00	12171
	Void	03/02/2022	Regular	0.00	0.00	12172
002206	VICTOR MEDICAL COMPANY	03/02/2022	Regular	0.00	1,162.04	12173
001822	WASSON MEMORIAL VETERINARY CL	03/02/2022	Regular	0.00	1,812.20	12174

Check Register

Packet: APPKT011

Section G, Item 12.

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
VEN01236	WATTCO EQUIPMENT, INC. - WATTCO	03/02/2022	Regular	0.00	817.26	12175

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	138	47	0.00	123,895.45
Manual Checks	0	0	0.00	0.00
Voided Checks	0	5	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	138	52	0.00	123,895.45

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	3/2022	123,895.45
			<u>123,895.45</u>



Clearlake, CA

Section G, Item 12.

Check Register

Packet: APPKT01180 - 3/9/22 AP CHECK RUN

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-Accounts Payable						
000703	ACME RIGGING & SUPPLY	03/10/2022	Regular	0.00	112.53	12178
000591	ACTION SANITARY	03/10/2022	Regular	0.00	182.70	12179
002353	ALL IN ONE AUTO	03/10/2022	Regular	0.00	10,790.00	12180
000085	ARAMARK UNIFORM SERVICES	03/10/2022	Regular	0.00	49.31	12181
001418	B & G TIRES OF CLEARLAKE	03/10/2022	Regular	0.00	80.00	12182
VEN01057	BASIC PACIFIC	03/10/2022	Regular	0.00	7,308.66	12183
2418	BICOASTAL MEDIA, LLC	03/10/2022	Regular	0.00	815.00	12184
000861	BIG O TIRES	03/10/2022	Regular	0.00	113.46	12185
002162	CALIFORNIA ENGINEERING	03/10/2022	Regular	0.00	26,422.72	12186
001811	CALIFORNIA EXTERMINATORS ALLIA	03/10/2022	Regular	0.00	100.00	12187
2404	CALTRONICS	03/10/2022	Regular	0.00	24.36	12188
002133	CHRIS KELLEHER	03/10/2022	Regular	0.00	150.00	12189
000289	CITY CLERKS ASSOCIATION	03/10/2022	Regular	0.00	200.00	12190
000024	CLEARLAKE POLICE ASSOCIATION	03/10/2022	Regular	0.00	1,500.00	12191
VEN01258	CLEARLAKE POLICE OFFICERS ASSOCIA	03/10/2022	Regular	0.00	5,000.00	12192
000218	CLEARLAKE VETERINARY CLINIC	03/10/2022	Regular	0.00	141.10	12193
000548	COMPUTER LOGISTICS	03/10/2022	Regular	0.00	1,381.20	12194
VEN01198	CONRAD L WHITE	03/10/2022	Regular	0.00	43,999.00	12195
002327	DEBRA SALLY D.V.M.	03/10/2022	Regular	0.00	462.50	12196
000774	DEEP VALLEY SECURITY	03/10/2022	Regular	0.00	82.90	12197
000160	DEPT OF JUSTICE	03/10/2022	Regular	0.00	113.00	12198
VEN01126	ECORP CONSULTING, INC	03/10/2022	Regular	0.00	3,469.51	12199
001199	EUREKA OXYGEN CO	03/10/2022	Regular	0.00	146.00	12200
000625	FIRST AMERICAN TITLE COMPANY	03/10/2022	Regular	0.00	504,149.24	12201
000625	FIRST AMERICAN TITLE COMPANY	03/10/2022	Regular	0.00	500.00	12202
2407	G & G PRINTING	03/10/2022	Regular	0.00	103.31	12203
VEN01099	GRANT MANAGEMENT ASSOCIATES	03/10/2022	Regular	0.00	6,212.50	12204
000121	HIGHLANDS WATER COMPANY	03/10/2022	Regular	0.00	1,642.92	12205
001554	HINDERLITER DELLAMAS & ASSOC.	03/10/2022	Regular	0.00	1,451.79	12206
001176	KEVIN NESS JEWELERS	03/10/2022	Regular	0.00	114.19	12207
000108	LAKE COUNTY RECORD BEE	03/10/2022	Regular	0.00	96.13	12208
000108	LAKE COUNTY RECORD BEE	03/10/2022	Regular	0.00	357.53	12209
000158	LAKE COUNTY SPECIAL DISTRICTS	03/10/2022	Regular	0.00	310.64	12210
001460	LEXIPOL LLC	03/10/2022	Regular	0.00	5,186.00	12211
000793	MEDIACOM	03/10/2022	Regular	0.00	650.00	12212
001489	NAPA AUTO PARTS	03/10/2022	Regular	0.00	167.38	12213
000026	NATIONWIDE RETIREMENT SOLUTION	03/10/2022	Regular	0.00	1,320.08	12214
001913	OCCU-MED LTD	03/10/2022	Regular	0.00	412.00	12215
000027	OPERATING ENGINEERS PUBLIC EMP	03/10/2022	Regular	0.00	68,664.00	12216
001889	PERFORMANCE MECHANICAL	03/10/2022	Regular	0.00	209.00	12217
001843	PG&E CFM	03/10/2022	Regular	0.00	628.03	12218
002031	REDWOOD COAST FUELS	03/10/2022	Regular	0.00	1,932.39	12219
VEN01260	RESOURCE ENVIRONMENTAL, INC.	03/10/2022	Regular	0.00	232,353.85	12220
VEN01064	SAMSARA NETWORKS INC	03/10/2022	Regular	0.00	3,968.22	12221
001396	THE ICE WATER COMPANY	03/10/2022	Regular	0.00	31.25	12222
001540	US BANK CORPORATE PMT. SYSTEM	03/10/2022	Regular	0.00	1,195.14	12223
	Void	03/10/2022	Regular	0.00	0.00	12224
000708	VALIC LOCKBOX	03/10/2022	Regular	0.00	595.00	12225
001314	VMI, INC	03/10/2022	Regular	0.00	8,144.09	12226

Check Register

Packet: APPKT0

Section G, Item 12.

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
VEN01221	WINE COUNTRY VENTURES, INC	03/10/2022	Regular	0.00	1,190.00	12227

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	86	49	0.00	944,228.63
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	86	50	0.00	944,228.63

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	3/2022	944,228.63
			944,228.63



CITY OF CLEARLAKE

City Council

STAFF REPORT

SUBJECT: Award of contract for Demolition of Structures and abatement of properties located at 3407 Oleander Street, 3864 Laddell Avenue, 14514 Emory Avenue, 15586 33rd Avenue, 15783 40th Avenue, 14220 Pearl Street and 3395 4th Street Clearlake, CA 95422

MEETING DATE: 03/17/2022

SUBMITTED BY: Lee Lambert- Code Enforcement Supervisor

PURPOSE OF REPORT ☐ Information Only ☐ Discussion ☒ Action Item

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

1. The City Council is being asked to authorize the City Manager to execute a contract for the demolition and abatement of properties located at 3407 Oleander Street, 3864 Laddell Avenue, 14514 Emory Avenue, 15586 33rd Avenue, 15783 40th Avenue, 14220 Pearl Street and 3395 4th Street Clearlake, CA 95422.

BACKGROUND/DISCUSSION: The purpose of this hearing is to authorize the City Manager to execute a contract for the demolition and abatement of the 7 properties, as referenced below.

Each of the 7 properties were deemed to be a health and safety hazard, as well as a public nuisance by a Code Enforcement Officer. A Notice of Violation was issued to each property owner.

Ample and sufficient time was given to each property owner to voluntarily abate the hazards and nuisances.

Property owners failed to abate the hazards and nuisances. An Order to Abate was then issued to each property owner.

Each of the 7 property owners failed to comply with the Order to Abate and a Notice of Intention to Abate was issued.

Each of the 7 properties currently remains in a condition that presents a health and safety hazard to the surrounding community, as well as being a public nuisance.

The City has advertised for bids for the demolition of structures and abatement of the 7 properties. On March 17, 2022 the city opened bids for the demolition of the buildings and abatement of properties.

The following is a summary identifying subject property(s), property owner(s) and violations:

1. Location: 3407 Oleander Street Clearlake, CA 95422 A.P.N.# 039-623-120

Owner: Neely, Chris C

Violation(s): CMC violations are as follows: 10-1.6(d), 10-1.6(e), 10-1.6(j), 10-1.6(q), 10-1.6(w)

HSC violations are as follows: 17920.3(a)5, 17920.3(a)6, 17920.3(a)10, 17920.3(a)14, 17920.3(b)2, 17920.3(d), 17920.3(l)

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

Owner: Ramirez, Joseph

Violation(s): CMC violations are as follows: 10-1.6(b), 10-1.6(c), 10-1.6(j), 10-1.6(w),

HSC violations are as follows: 17920.3(a)3, 17920.3(a)13, 17920.3(a)14, 17920.3(b)6, 17920.3(e)

3. Location: 14514 Emory Avenue Clearlake, CA 95422 A.P.N.# 040-162-200

Owner: Heintz, Michael

Violation(s): CMC violations are as follows: 10-1.6(b), 10-1.6(g), 10-1.6(j), 10-1.6(n)

4. Location: 15586 33rd Avenue Clearlake, CA 95422 A.P.N.# 041-401-170

Owner: Green, Charles D

Violation(s): CMC violations are as follows: 5-23.2, 10-1.6(j), 10-1.6(w), 10-1.6(aa), 18-2.801, 18-20.030

5. Location: 15783 40th Avenue Clearlake, CA 95422 A.P.N.# 041-384-340

Owner: Perez, Tina Marie

Violation(s): CMC violations are as follows: 10-1.6(b), 10-1.6(j)

6. Location: 14220 Pearl Street Clearlake, CA 95422 A.P.N.# 039-231-250

Owner: Locher, Leroy & Ramona

Violation(s): CMC violations are as follows: 10-1.6(j), 10-1.6(q), 10-6.13

7. Location: 3395 4th Street Clearlake, CA 95422 A.P.N.# 038-303-110

Owner: Bonds, Billie Raye & Raybuck, Kimberly Trustee

Violation(s): CMC violations are as follows: 5-23.2, 10-1.6(j), 10-1.6(q), 10-6.13, 18-20.03

OPTIONS:

Move to authorize the City Manager to execute a contract for the demolition and abatement of the 7 properties as described above or deny the authorization for the City manager to execute the contract.

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: Funding will be allocated from the Code Enforcement Property Abatement Account

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. Authorize the City Manager to execute a contract for the demolition and abatement of properties located at 3407 Oleander Street, 3864 Laddell Avenue, 14514 Emory Avenue, 15586 33rd Avenue, 15783 40th Avenue, 14220 Pearl Street and 3395 4th Street Clearlake, CA 95422.

☒ **Attachments:** 1) Contract

CITY OF CLEARLAKE
NOTICE INVITING BIDS AND CONTRACT

Section H, Item 13.

NOTICE INVITING BIDS

Date Issued: February 24, 2022

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

Demolition of Buildings and property abatements at the following locations: 3407 Oleander Street, 3864 Laddell Avenue, 14514 Emory Avenue, 15586 33rd Avenue, 15783 40th Avenue, 14220 Pearl Street and 3395 4th Street, in the City of Clearlake.

will be accepted at the City of Clearlake City Hall, 14050 Olympic Drive, Clearlake, CA 95422, until 3:00PM local time on **03/17/2022**. Information may be obtained by calling (707) 994-8251 ext 309. Sealed bid shall be addressed to the above address and marked to show bidders name, address, and title of project and date of opening.

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

BID OR PROPOSAL (this section to be completed by bidder) **Date submitted:** 3-17-22

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 (30) calendar days after the date of the Notice to Proceed, for the following amount:

Bid \$ 69,150.00

Amount in words: sixty-nine thousand one hundred fifty dollars and zero cents.

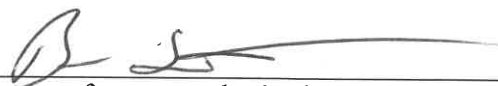
This includes all applicable taxes. The undersigned further agrees, for any contract award resulting from this bid, to furnish evidence of insurance acceptable to the City.

Bidder's comments and exceptions:

Name and address of bidder:

HD Excavating
P.O. Box 726 Clear Lake,
CA 95457

Phone No.: 707-350-3815


Signature of person authorized to sign

Brett Daul Owner
Signer's name and title (type or print)

985724
License No.

46-2737053
Federal ID Number or Social Security Number

NOTICE OF AWARD (This section for City use only)

The above bid is accepted and the Contract is awarded to you.

Date of Award: _____

By: _____

Title: _____

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: _____

By: _____

Title: _____

NOTICE OF COMPLETION

Date of completion: _____

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

By: _____

Title: _____

HD EXCAVATING

PO BOX 736, LOWER LAKE CA 95457

Projects: 707-350-3815; Billing/Payments: 707-623-0757

EMAIL: hdexcavating1@gmail.com

Date: 3/17/2022

To: City of Clearlake

Project: Demolition of 7 buildings

Bid date: 3/17/2022, 3:00 p.m.

HD Excavating (**“Contractor”**) proposes the below amounts per address in support of its bid for the above referenced project:

- | | |
|---------------------------------|-------------|
| • 3407 Oleander Street | \$11,590.00 |
| • 3864 Laddell Avenue | \$13,640.00 |
| • 14514 Emory Avenue | \$9,440.00 |
| • 15576 33 rd Avenue | \$12,240.00 |
| • 15783 40 th Avenue | \$5,900.00 |
| • 14220 Pearl Avenue | \$6,800.00 |
| • 3395 4 th Street | \$9,540.00 |



CITY OF CLEARLAKE

City Council

STAFF REPORT

SUBJECT: Consideration of Cost Sharing Agreement for Expenses
Related to Facilitation of Community Visioning Forums

MEETING DATE: 3/17/2022

SUBMITTED BY: Dirk Slooten, Mayor

PURPOSE OF REPORT: ☐ Information only ☒ Discussion ☒ Action Item

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

This item is continued from the March 3, 2022 meeting.

The City Council is being asked to consider a cost sharing agreement for expenses related to facilitation of community visioning forums.

BACKGROUND/DISCUSSION:

In March of 2021, the Lake County Board of Supervisors established an Ad hoc committee, the Community Visioning Forum Planning Committee (CVFPC) to plan a community visioning forum(s), with the intent of developing recommendations for meaningful actions and activities that:

- Identify and eliminate barriers, promoting local governance that hears and honors ALL voices
- Build bridges where there may be walls
- Foster tolerance, respect, equity and inclusion – beginning with education, culminating in action
- Promote non-violence and non-violent conflict resolution
- Focus resources on underlying causes and conditions that lead to inequitable resource and justice distribution
 - Fund enhanced resources and/or services for those in the greatest need
 - Foster constructive relationships between law enforcement officials and our communities
 - Advocate for disempowered groups, and
 - Ensure those who have experienced barriers have a voice in developing solutions.
- Bring relevant solutions for any social injustices, as they come to light,
 - Healthcare services and health outcomes
 - Environmental considerations
 - Access to economic opportunity, and
 - Governmental processes.
- Celebrate Lake County's diversity, including holidays and historically important dates in our communities

The Ad-hoc committee includes 11 members from various public entities and the general public. City representation includes Mayor Slooten. The CVFPC has been meeting these past few months to plan the aforementioned Community Visioning Forum, and make recommendations to the Lake County Board of Supervisors.

The CVFPC developed a Request for Proposals (RFP) for potential moderators/facilities for a series of Visioning Forums to promote tolerance, respect, equity and inclusion in Lake County. A sub-committee of the CVFPC was formed to review the submitted proposal and interview top firms. At this time the CVFPC is recommending to the Board of Supervisors and City Council(s) to obtain the services of Nicole Anderson and Associates Consulting, LLC (NAAC) to conduct, moderate and facilitate three (3) Community Visioning Forums to provide an opportunity for the community to engage in discussion and learning around the following topics:

- The definition of equity, diversity, and inclusion (EDI)
- The historic impact of institutions/systems within the community
- The barriers to EDI
- A systemic approach to creating EDI and sustainable change in the community

In addition to moderating and facilitating the Community Visioning forums, NAAC will employ a train the trainer type model to assist local jurisdictional staff and community partners to keep the conversation going beyond the physical Community Visioning Forums. NAAC will also provide a summary report from the hosted forums and outline recommended next actions.

The cost of this proposal is \$33,000. The County of Lake is seeking the City of Clearlake’s participation in a memorandum of understanding for the purpose of sharing the cost of this proposal between the County of Lake, City of Clearlake and City of Lakeport based on jurisdictional representation of population. As such the City of Clearlake’s cost is \$8,000. The complete cost breakdown is as follows:

County of Lake	\$22,500
City of Clearlake	\$8,000
City of Lakeport	\$2,500
Total Agreement Cost	\$33,000

OPTIONS:

1. Authorize the City Manager to enter into cost sharing agreement with the County of Lake and City of Lakeport for the hosting of Community Visioning Forums.
2. Deny or recommend changes to the cost sharing agreement.
3. Or alternatively, the Council may provide staff alternative direction.

FISCAL IMPACT:

☐ None ☒ \$8,000 Budgeted Item? ☐ Yes ☒ No

Budget Adjustment Needed? ☒ Yes ☐ No If yes, amount of appropriation increase: \$8,000

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 direct the City Manager to sign a Memorandum of Understanding to establish a cost sharing agreement with the County of Lake and City of Clearlake for Community Visioning Forum facilitation.

☒ **Attachments:**

1. MOU between County of Lake, City of Clearlake and City of Lakeport for Cost Sharing of Expenses Related to Facilitation of Community Visioning Forums
2. Community Visioning Form Facilitation Proposal from Nicole Anderson and Associates Consulting, LLC

RESOLUTION NO. 2022-11

ADOPTION OF MID-YEAR ADJUSTMENTS TO THE FY 2021-22 BUDGET (RESOLUTION 2021-33)

WHEREAS, the City Council desires to review the Adopted Budget Mid-Year and make appropriate adjustments as deemed necessary for the financial health of the City of Clearlake.

WHEREAS, the City Council adopted the FY 2021-22 Budget in June of 2021.

WHEREAS, The City Council of the City of Clearlake reviewed revenue and expenditures through December 31, 2022 at the March 3, 2022 Council Meeting.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Clearlake that the FY 2021-22 Budget is amended as specified below.

Appropriation Adjustments							
Fund	Fund Name	Department	Account	Description	FY 21-22 Adopted	Adjustment	FY 21-22 Amended Budget
100	General	Non Departmental	100-1110-750-561	Contract Services	\$ 67,650	\$ 40,000	\$ 92,650
100	General	Finance	100-1300-750-560	Consultant Services	\$ 57,107	\$ 55,000	\$ 107,107
100	General	Finance	100-1300-600-532	Maintenance Contracts	\$ 40,000	\$ 65,000	\$ 100,000
100	General	Community Development	100-1400-750-560	Consultant Services	\$ 85,000	\$ 60,000	\$ 135,000
100	General	Facilities	100-3015-650-341	Building Maintenance	\$ 17,000	\$ 49,000	\$ 66,000
363	Cal Recycle	Non-Departmental	363-104-21	Cal-Recycle Grant	\$ -	\$ 5,000	\$ 5,000
100	General	Public Works	100-3000-500-101	Salaries	\$ 96,229	\$ 2,000	\$ 98,229
100	General	Public Works	100-3000-500-105	Special Duty Pay	\$ 474	\$ 2,000	\$ 2,474
100	General	Parks	100-3030-500-101	Salaries	\$ 130,909	\$ 20,000	\$ 150,909
100	General	Parks	100-3030-500-105	Special Duty Pay	\$ 4,895	\$ 1,000	\$ 5,895
100	General	Parks	100-3030-500-106	Overtime	\$ 8,000	\$ 5,000	\$ 13,000
100	General	Parks	100-3030-600-235	Supplies	\$ 22,000	\$ 5,000	\$ 27,000
100	General	Police Department	100-2000-500-106	Overtime	\$ 238,415	\$ 30,000	\$ 268,415
100	General	Police Department	100-2000-600-340	Vehicle Fuel	\$ 85,500	\$ 7,000	\$ 92,500
130	Measure P	Police Department	130-2020-500-106	Overtime	\$ 91,445	\$ 12,314	\$ 103,769
100	General	Code Enforcement	100-2010-750-568	Vehicle Abatement	\$ 100,000	\$ 49,184	\$ 149,184
350	CDBG Code Enforcement	Code Enforcement	350-2045-500-106	Overtime	\$ -	\$ 37,500	\$ 37,500
Revenue Adjustment							
Fund	Fund Name	Department	Account	Description	FY 21-22 Adopted	Adjustment	FY 21-22 Amended Budget
100	General	Non-Departmental	100-410-885	Leap Grant	\$ -	\$ 60,000	\$ 60,000
100	General	Non-Departmental	100-410-995	SB2	\$ -	\$ 160,000	\$ 160,000
100	General	Non-Departmental	100-410-825	Parsac	\$ 75,000	\$ 46,000	\$ 121,000
363	Cal Recycle	Non-Departmental	363-104-21	Cal Recycle	\$ -	\$ 5,000	\$ 5,000
100	General	Non-Departmental	100-414-510	Planning Fees	\$ 30,000	\$ 53,837	\$ 133,651
100	General	Non-Departmental	100-401-140	Sales Tax	\$ 2,173,418	\$ 70,347	\$ 2,257,732
130	Measure P	Police Department	130-401-145	Sales Tax	\$ 1,246,300	\$ 12,314	\$ 1,258,614
350	CDBG Code Enforcement	Code Enforcement	350-405-895	Misc. Income	\$ 326,121	\$ 37,500	\$ 363,621

PASSED AND ADOPTED by the City Council of the City of Clearlake, County of Lake, State of California, on this 3rd day of March, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST: _____

City Clerk

Mayor

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE COUNTY OF LAKE, THE CITY OF CLEARLAKE AND THE CITY
OF LAKEPORT FOR COST SHARING OF EXPENSES RELATED TO
FACILITATION OF COMMUNITY VISIONING FORUMS PROMOTING
TOLERANCE, RESPECT, EQUITY AND INCLUSION IN LAKE COUNTY**

The County of Lake, City of Clearlake and the City of Lakeport, hereinafter referred to as “the parties,” each desire to gather public input to identify areas where immutable characteristics are predictive of social outcomes in our communities, and promote Tolerance, Respect, Equity and Inclusion in Lake County.

Toward that end, a cross-jurisdictional Consultant Selection Panel, including representatives from each of the parties, has selected Nicole Anderson and Associates Consulting, LLC, to host a series of public fora and preparatory meetings to gather stakeholder input.

Through their representation on the Community Visioning Forum Planning Committee and successor groups, each of the parties will receive the benefit of data gathered as a result of this process, and have input in all aspects of the planning process.

Given all expect to share the benefits of the work conducted by the selected firm, the parties hereby agree to share the cost of the Agreement enabling this work, as follows:

**SECTION 1
Objective**

The purpose of this Memorandum of Understanding (“MOU”) is to establish a cost sharing agreement of the parties for Community Visioning Forum facilitation.

**SECTION 2
Statement of Understanding**

- A. For the, “Agreement for Facilitation of Community Visioning Forums Promoting Tolerance, Respect, Equity and Inclusion in Lake County,” attached hereto and extending from February 15, 2022, through February 14, 2023, the parties shall share the cost as follows:

Total Agreement Cost	\$33,000
County of Lake	\$22,500
City of Clearlake	\$8,000
City of Lakeport	\$2,500

- B. The County and City Representatives on the Community Visioning Forum Planning Committee and successor groups shall coordinate with and support the selected

**MOU - FACILITATION OF COMMUNITY VISIONING FORUMS PROMOTING
TOLERANCE, RESPECT, EQUITY AND INCLUSION IN LAKE COUNTY**

Contractor, Nicole Anderson and Associates Consulting, LLC. Upon completion of the Agreement, the County shall invoice the Cities for their cost share. The Cities will be responsible to remit payment to County within thirty days of receipt of invoice.

**SECTION 3
Points of Contact; Notice**

Any communications and notices shall be sent to:

For the County of Lake:

Matthew Rothstein, Deputy County Administrative Officer
Matthew.Rothstein@lakecountycalifornia.gov

For the City of Clearlake:

Alan Flora, City Manager
aflora@clearlake.ca.us

For the City of Lakeport

Kevin Ingram, City Manager
kingram@cityoflakeport.com

Any may change its designated contacts by written notice to the designated contact of the other parties.

**SECTION 4
Choice of Law**

This MOU shall be governed by California law.

**SECTION 5
Interpretation and Application**

Any difference that may arise in relation to the interpretation or application of this MOU will be resolved through consultations between the parties, who will endeavor in good faith to resolve such differences.

**SECTION 6
Other Provisions**

- A. Term. This MOU shall continue in effect until completion of Scope of Services, as described in the Proposal attached to Exhibit A of the “Agreement for Facilitation of Community Visioning Forums Promoting Tolerance, Respect, Equity and Inclusion in Lake County.”

**MOU - FACILITATION OF COMMUNITY VISIONING FORUMS PROMOTING
TOLERANCE, RESPECT, EQUITY AND INCLUSION IN LAKE COUNTY**

Section H, Item 14.

B. Modifications. This MOU may be modified at any time by mutual consent of the parties. Any modification shall be by written addendum, signed by authorized representatives of each party and shall be effective upon the date it is subscribed to by all parties.

C. Hold Harmless

Each party shall indemnify and hold the other harmless against all actions, claims, demands and liabilities, and against all losses, damages, costs, expenses, and attorney's fees, arising directly or indirectly out of an actual or alleged injury to a person or property in the same proportion that its own acts and/or omissions are attributed to said claim, demand, liability, loss, damage, cost, expenses, and/or attorney's fees. This provision shall not extend to any claim, demand, liability, loss, damage, cost, expenses, and/or attorney's fees covered by the insurance of either party.

D. Electronic Signatures. Electronically delivered signatures of the Participants shall be deemed to constitute original signatures.

SIGNATURES

The parties hereto have entered into this MOU as of the day and year set forth below to be effective as of the Effective Date.

COUNTY OF LAKE

APPROVED AS TO FORM:

County Counsel

Carol J. Huchingson
County Administrative Officer

Anita L. Grant

CITY OF CLEARLAKE

CITY OF LAKEPORT

Alan Flora, City Manager

Kevin Ingram, City Manager

**AGREEMENT FOR FACILITATION OF COMMUNITY VISIONING
FORUMS PROMOTING TOLERANCE, RESPECT, EQUITY
AND INCLUSION IN LAKE COUNTY**

Section H, Item 14.

This Agreement is made and entered into by and between the County of Lake, hereinafter referred to as “County,” and Nicole Anderson and Associates Consulting, LLC (NAAC), hereinafter referred to as “Contractor,” collectively referred to as the “parties.”

1. SERVICES. Subject to the terms and conditions set forth in this Agreement, Contractor (NAAC) shall provide to County the services described in the Scope of Services attached hereto and incorporated herein as Exhibit “A” at the time and place and in the manner specified therein. In the event of a conflict in or inconsistency between the terms of this Agreement and Exhibit A – Scope of Services, Exhibit B – Fiscal Provisions, and Exhibit C – Compliance Provisions, the Agreement shall prevail.

2. TERM. This Agreement shall commence on February 15, 2022, and shall terminate on February 14, 2023, unless earlier terminated as hereinafter provided. In the event County desires to temporarily continue services after the expiration of this Agreement, such continuation shall be deemed on a month-to-month basis, subject to the same terms, covenants, and conditions contained herein.

3. COMPENSATION. Contractor has been selected by County to provide the services described hereunder in Exhibit “A” (Scope of Services), attached hereto. Compensation to Contractor shall not exceed Thirty-Three Thousand Dollars (\$33,000.00).

The County shall compensate Contractor for services rendered, in accordance with the provisions set forth in Exhibit “B” (Fiscal Provisions), attached hereto, provided Contractor is not in default under any provisions of this agreement. Compensation to Contractor is contingent upon appropriation of federal, state and county funds.

4. TERMINATION. This Agreement may be terminated by mutual consent of the parties or by County upon thirty (30) days’ written notice to Contractor.

In the event of non-appropriation of funds for the services provided under this Agreement, County may terminate this Agreement, without termination charge or other liability.

Upon termination, Contractor shall be paid a prorated amount for the services provided up to the date of termination.

5. MODIFICATION. This Agreement may only be modified by a written amendment hereto, executed by both parties; however, matters concerning scope of services which do not affect the compensation may be modified by mutual written consent of Contractor and County executed by the County Administrative Officer.

6. NOTICES. All notices between the parties shall be in writing addressed as follows:

County of Lake
Administration
255 N. Forbes St
Lakeport, CA 95453
Attn: Matthew T. Rothstein

Nicole Anderson and Associates Consulting, LLC
P.O. Box 5475
Vallejo, CA 94591
Attn: Nicole Anderson

**AGREEMENT FOR FACILITATION OF COMMUNITY VISIONING FORUMS PROMOTING
TOLERANCE, RESPECT, EQUITY AND INCLUSION IN LAKE COUNTY**

Section H, Item 14.

7. **EXHIBITS.** The Agreement Exhibits, as listed below, are incorporated herein by reference:

Exhibit A – Scope of Services
Exhibit B – Fiscal Provisions
Exhibit C – Compliance Provisions

8. **TERMS AND CONDITIONS.** Contractor warrants that it will comply with all terms and conditions of this Agreement and Exhibits, and all other applicable federal, state and local laws, regulations and policies.

9. **INTEGRATION.** This Agreement, including attachments, constitutes the entire agreement between the parties regarding its subject matter and supersedes all prior Agreements, related proposals, oral and written, and all negotiations, conversations or discussions heretofore and between the parties.

Executed at Lakeport, California, on February 15, 2022.

COUNTY OF LAKE

CONTRACTOR

CHAIR, Board of Supervisors

Nicole Anderson and Associates
Consulting, LLC

ATTEST:
CAROL J. HUCHINGSON
Clerk to the Board of Supervisors

APPROVED AS TO FORM:
ANITA L. GRANT
County Counsel

By: _____

By: _____

EXHIBIT “A” – SCOPE OF SERVICES

1. CONTRACTOR RESPONSIBILITIES.

Contractor responsibilities shall be as described in the Request for Qualifications response document (hereinafter “Proposal”) attached hereto, and incorporated by reference.

2. REPORTING REQUIREMENTS. Contractor shall submit monthly reports in a format approved by County by the 14th of each month of the performance period. Upon completion of the Scope of Services, a final report shall be submitted with the Contractor’s final invoice. This report shall including findings of quantitative and qualitative research and specific recommendations for next steps of the Lake County Board of Supervisors and City Councils of the Cities of Clearlake and Lakeport.

3. RECORDS RETENTION. Contractor shall prepare, maintain and/or make available to County upon request, all records and documentation pertaining to this Agreement, including financial, statistical, property, recipient and service records and supporting documentation for a period of five (5) years from the date of final payment of this Agreement. If at the end of the retention period, there is ongoing litigation or an outstanding audit involving the records, Contractor shall retain the records until resolution of litigation or audit. After the retention period has expired, Contractor assures that confidential records shall be shredded and disposed of appropriately.

4. COUNTY RESPONSIBILITIES. The County shall support the work of the Contractor through activities including, but not limited to, the following:

- Coordinating scheduling of Community Visioning Forums and preparatory meetings;
- Announcing and advertising public Forums, and any preparatory meetings to include community stakeholders, to encourage participation;
- Providing appropriate County representation at meetings described in the Proposal;
- Reviewing any and all work products developed (documents, slide presentations, etc.) in a timely manner, as needed; and
- Scheduling and/or contributing to development of Board of Supervisors, City Council and/or community updates, as needed.



Nicole Anderson And Associates Consulting, LLC

Better Education Through Honest Effective Leadership

**1 Year Proposal, October 1, 2021-June 30, 2022
Submitted 8.16.21**

Matthew T. Rothstein, Deputy County Administrative Officer
Lake County
255 N. Forbes St.
Lakeport, CA 95453
Phone: (707) 263-2580
Matthew.Rothstein@lakecountycal.gov

Executive Summary

In order to close equity gaps seen in agencies and across communities, it is essential that county leaders build capacity and shift the paradigm of a system that was not designed to yield successful outcomes for all stakeholders. We have designed a rich and comprehensive program with a systems approach to support county leaders and teams from all levels to assist in the development of deep belief systems and understanding of diversity that empowers them to be proactive and responsive to the diverse needs of the communities they serve.

About Us

Nicole Anderson has served in varying roles in education for almost 25 years around the state and nation. She is a highly qualified developer and facilitator of professional learning services as well as a dedicated advocate for educational equity work. After serving as a school district teacher and administrator at various levels, she led and facilitated ACSA's and CSBA's state-wide equity work as well as a cadre of networks and professional development for educators all levels.

Mrs. Anderson's current work is supported by a team of experts in the field, practitioners, as well as researchers who provide unique services to school boards, Superintendent search firms, as well as county, district, and school leaders. Inspired by her grandfather, Jesse M. Bethel, she continues to inspire educational leaders around the state and nation who have locked arms on the journey to close educational equity gaps through a systems approach. (See details below)

Clients that have receiving similar services in this proposal include but are not limited to the following: California State Association of Counties, San Mateo-Foster City SD, Claremont USD, South San Francisco USD, Redlands USD, Stockton USD, Yolo County Office of Education, California School Boards Association, Riverside County Office of Education, as well as San Mateo County Office of Education.

*Additional/current client names around the state of California are available upon request.

**Refer to [website](#) for list of additional current and past clients.

*"Educational Leaders:
we cannot close the educational
gaps that we see in our schools if
we don't close the one in our
minds first."
-Nicole Anderson-*

Nicole Anderson and Associates
Consulting, LLC
PHONE
707-333-8552

ADDRESS
P.O. Box 5475, Vallejo, Ca. 94591

EMAIL
nicole@nicoleandersonconsulting.com

WEBSITE
nicoleandersonconsulting.com

“EDI Leadership with a System’s Approach”

Systems Change Approach: Equity Leadership training is delivered with a systems approach lens in order to address historical inequities and complex issues that persist in the across and within industries. Research suggests that system shifts in policy and practice require a long term approach with strategic implementation at various levels in a system. Thus, desired results may not be realized in the beginning phases of the work but can be measured over time to reveal evidence of sustainable change and equity gap closure. (Refer to Water of Systems Change Article)

Equity Leadership Framework: Content delivered is centered in the Equity Leadership Framework includes 6 phases of leadership that leaders and stakeholders across a system can use to guide equity driven decisions. The framework embodies a sequential, yet ongoing journey that is grounded in an inside-out approach to addressing equity challenges. These include the following:

1. Depend Belief Systems: Reflect upon one’s own social-cultural identity including beliefs and biases that impact mindset
2. Understand Diversity: Seek to understand and value other cultures through storytelling and relationship building in order to expand equity lens in personal and professional life.
3. Empower Oneself: Become familiar with research based strategies, language, and concepts to deepen awareness in order to interrupt inequities. This includes building capacity of others through ongoing professional learning as well as leveraging of alliances to lead collective work and create a cultural shift.
4. Be Proactive and Responsive: Develop an EDI impact action plan as well as examine current policy, practice, and data that reveal stakeholders who are not being served well in the system. During this phase, begin to utilize strategies learned with an anticipation of the barriers to equity.
5. Serve Diverse Needs of the Community: Strategically implement equity impact action plan steps which can include the development of revision of policy, innovative allocation of resources, as well as a complete shift in practice.
6. Close Equity Gaps: Celebrate growth as well as monitor and adjust EDI impact action plan as diverse needs evolve in order to sustain gap closure.

Key outcomes/Deliverables:

1. Evolve and align the current definition of equity, diversity, and inclusion across the organization
2. Build capacity of leadership to ensure effective and strategic implementation of EDI focused practices
2. Conduct needs assessment to identify readiness for internal equity leadership work
3. Conduct needs assessment to identify external EDI challenges
4. Collaboratively develop/evolve an equity impact action plan/framework in alignment with the organization’s strategic to systemically address equity gaps

Measurement of impact:

Evidence of progress towards the closure of identified equity gaps during the fiscal year will be measured on a short, medium, and long term basis and include but are not limited to the following quantitative/qualitative metrics:

1. session evaluations
2. pd calendar
3. attendance logs
4. equity impact action plan drafts
5. coaching logs
6. surveys, interviews, forums, observations
7. Equity gap data analysis for continuous improvement

Content/Research/Tools include:

1. Characteristics of Effective Governance Teams
2. Water of Systems Change Article/Action Plan Template
3. Equity Impact Action Plan Template
4. 4 Indicators of Equity
5. Maslow’s Hierarchy of Needs
6. Ladder of Inference

- 7. The Blind Men and the Elephant Poem
- 8. History of Solano County, Public Education, etc.
- 9. Various Needs Assessment/EDI Tools
- 10. Cultural Proficiency Tools
- 11. Various Blueprint/Frameworks for EDI work
- 12. Implementation Science
- 13. Equity Leadership Framework
- 14. EDI Impact Report

Key Terms:
Equity: the process of ensuring equally high outcomes for all and removing the predictability of success or failure that currently correlate with any social, cultural, or racial factors. *An example of equity in organizational context would be having a clear compensation structure that promotes equitable pay.*

Diversity: The presence of different types of people (from a wide range of different identities and with different perspectives, experiences, etc.) *An example of diversity in this sense would be an organization having a high degree of variation in racial and ethnic representation among staff.*

Inclusion: The process of putting diversity into action by creating an environment, respect, and connection-where the richness of ideas, backgrounds, and perspectives are harnessed to create value. *An example of this type of inclusion would be regularly engaging a diverse group of staff and community members in decision making.*

Professional Services Delivery Model:
Activities listed below illustrate the delivery model to attain key outcomes/deliverables. Virtual services through the zoom platform will be utilized through August/September 2021 and will be re-evaluated for potential in-person services based on federal, state, local, as well as NAAC guidelines. NAAC can provide all zoom links to incorporate breakout room, poll, chat, and webinar features for optimal engagement of participants. (Zoom meeting recordings can be provided upon request with prior consent for recording) A google folder will be provided for participants to reference all handouts, powerpoints, working documents, and resources.

Associate Assignment:
Our culturally proficient team of associates consist of experienced practitioners, researches, and experts in the field who provide unique facilitation that foster safe space for all stakeholders to engage. Our unique approach is grounded in relationships and strategic support to meet leaders on their equity journeys as they manage the challenging dynamics of systemic change. Associates will be assigned to various activities listed below based on their expertise and facilitation styles that best meets the needs of the respective stakeholders group(s).



Nicole Anderson and Associates Consulting, LLC
Educational Equity Consulting

There's a Team Behind Every Dream



Nicole Anderson, Founder & CEO

Nicole Anderson and Associates Consulting, LLC
www.nicoleandersonconsulting.com | (707) 333-8552

Targeted Scope of Work

“Building Community through Equity, Diversity, and Inclusion”

DATES	SERVICE	Summary of Purpose/Outcomes	STAFFING
3 days (3 sessions) Includes consultation between sessions with county leadership/ CVFPC members	Community Visioning Forums	Facilitation of Community Visioning Forums provide safe space for a train the trainer model to build capacity of county, staff, committee, tribal government stakeholders, as well as community leaders in their quest to collect qualitative data that informs strategic implementation of Vision 2028. Purpose: ▪ Provide a space for input on the development/evolution of common language , including an equity, diversity, and inclusion statement across the agency/community ▪ Provide a safe space for community members to be heard and heal alongside the county/city leadership - o Align and deepen the county and community partnership around EDI work through community input and perspective - o Demonstrate a transparent and sincere commitment to community-based EDI work - o Provide an opportunity for the community to engage in discussion and learning around the following topics: - o The definition of equity, diversity, and inclusion (EDI) - o The historic impact of institutions/systems within the community (i.e. history of public education and the impact of miseducated youth in the community) - o The barriers to EDI - o A systemic approach to creating EDI and sustainable change in the community Outcomes: • Gain understanding of the diverse perspectives of the community to inform current and future county/community partnership work • Collect qualitative data through listening to and learn of the experiences and needs of the community • Clearly communicate the commitment and key focus areas of EDI work • Create space to develop a deep and meaningful county/community partnership *View sample community forum outline from previous facilitation by our firm	1-2 Consultants Nicole Anderson Dr. Shelley Holt

8 days 2 days- planning sessions (virtual) 6 days- committee meetings (virtual/in person) (Consultation includes the development of an EDI impact action plan)	Community Visioning Forum Planning Committee Support/Facilitation (In person or virtual)	Designed to provide a safe space for planning, discussion, and learning through a collaborative process that entails a deep dive into strategic planning for equity, diversity, and inclusion with a systemic lens. The purpose of the support is to provide facilitation to build capacity of the committee to enhance the outcomes that yield input and recommendations to the county board of supervisors to inform decisions through the Vision 2028 Priorities, which specifically impact historically marginalized student and staff groups within and across the community. Outcomes/Agenda items include: • Develop a common language around the definition of equity, diversity, and inclusion • Develop an EDI impact action plan focused on closing 1-2 EDI gaps in the community • Analyze quantitative and qualitative data about each EDI gap ○ Community surveys (trend data, similar questions) ○ Community visioning forums ○ Community EDI walks • Conduct a root cause analysis of an equity gap ○ Internal: Staffing, Leadership (focus on this first) ○ External: Community • Utilize a systems framework to develop action steps • Collect data and engage additional stakeholders in the work ○ Qualitative: Surveys, interviews, observations ○ Quantitative: Community stakeholders, staffing data Additional considerations: • Develop a process to expand the committee ○ History/Background: ○ Purpose: CVFPC ○ Roles: Board of Supervisor liaisons, 2-4 sub committees (each based on key EDI gap) ○ Outreach/Composition/terms: (per bylaws, charge from board of supervisors) ○ Outcomes: recommend short, medium, long term actions to address EDI gaps illustrated in the data ○ Timelines: ▪ monthly 2 hours meetings ▪ Draft EDI impact action plan (tbd) ▪ Develop interest survey (tbd) ▪ Outreach (tbd) ▪ Onboard (tbd) ○ Communication: talking points-why, how, what ▪ Outreach to expand for inclusiveness ▪ Purpose ▪ Data ▪ Vision 2028 priorities ▪ Role : ▪ Valuable voice, diverse perspective ▪ CVFPC is building safe space and trust during the process ▪ Monthly meetings ▪ Interest survey questions ▪ demographic/cultural identity ▪ Commitment to communication/work ▪ Belief ▪ Definition of equity, diversity, and inclusion ▪ Role in agency/community	Nicole Anderson Dr. Shelley Holt
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Client References

Contact Name	Position/Organization	Email
Graham Knaus	Executive Director, California State Association of Counties	gknaus@counties.org
Shamann Walton	San Francisco Board of Supervisors	waltonstaff@sfgov.org
Nicole Almaguer	City Manager, City of Albany	nalmaguer@albanyca.org
Ge'Nell Gary	Mayor, City of Albany	tggary4@gmail.com
Mike Silva	City of Vacaville; City Council; District 3 Former	silvaforkids@gmail.com
Veronica Bethel-Parker	Legislative Aid, California State Senate	bethelparker315@gmail.com

1-Year Investment Proposal

Activity	# of days	Daily Rate (includes Travel, prep time, and any expenses associated with providing services)	Total
Community Visioning Forums	3 days	\$3000	\$9000
CVFPC Facilitation	8 days	\$3000	\$24,000
Total Investment	11 days	\$3000	\$33,000

*Upon contract approval, NAAC will submit a W9, certificate of insurance, signed client generated contract, and any other relevant documents upon request prior to rendering services.

(email: NAAC Associate, Crystal McAllister at crystal@cmcallisterconsulting.com Or info.nicoleanderson@gmail.com)

*Invoicing will be submitted in monthly to client. Payment should be submitted to:

Nicole Anderson and Associates Consulting, LLC

P.O. Box 5475

Vallejo, Ca. 94591

Our Vision and Mission

While our vision and mission center around youth within our educational system as a core foundation to society’s future, we embrace and recognize the moral imperative to close the equity, diversity, and inclusion gaps for all human beings across multiple industries around our nation and world.

Our *Vision* is to realize the closure of educational equity gaps in school districts throughout the nation.

Our *Mission* is to support educational leaders in the creation of new and equitable schools that intentionally meet the needs of every student in order for them to attain their personal and professional goals and contribute to the transformation of societal constructs and systems. We strive to support educational leaders by building a platform of research-based resources and tools that enable them to shift their mindsets and thus, their practices.

How we Started

Nicole Anderson has over 21 years of service in education. In that timeframe, she has served in many roles around the nation including developer and facilitator of professional learning services as well as an advocate for educational equity work. Nicole was the first Diversity and Equal Access Executive in the history of the Association of California School Administrators (ACSA), a position she held for several years. She led work focused on equity and diversity including the facilitation of statewide professional learning for ACSA’s leaders and state board. She initiated the California Equity Leadership Alliance and pioneered networks for administrators of diverse backgrounds. Her work also includes the development of a research team that provides research-based content and conducts case studies of educational leaders around the state on their journey to closing educational equity gaps. Nicole served as the Chair of ACSA’s Equity Committee wherein she focused on leading the work to implement a system that will effectively address the beliefs of ACSA around equity for students and leaders in California.

As a practitioner, Nicole served as an Elementary Principal, High School Vice Principal, and High School Assistant Principal/Dean. She has also served in the capacity of Leadership Teacher, Spanish Teacher and Activities Director at Jesse M. Bethel High School; the namesake of her grandfather. She has taken the mantle and is following in his footsteps which includes a legacy of advocacy for equality and civil rights for students of color in the city of Vallejo, the state of California, and around the nation. Nicole continuously works with a strong team of experts and practitioners who support a deeper implementation of equity related work which transcends across multiple industries.

Nicole Anderson and Associates Consulting, LLC offers Educational Equity and Multi-industry EDI solutions in the form of services, products, and advocacy. Highlights of these solutions include, but are not limited to:

- CSBA: California School Boards Association (equity network, school board study sessions, retreats, coaching, policy development, content development, and workshop facilitation)
- CAFE: California Association For Bilingual Education 2019 Featured Speaker
- ACSA Equity Leaders Academy Director
- ACSA/CCEE Professional Learning Network Facilitator
- School Board Member Campaign Management
- Elected Official study sessions, coaching, strategic planning
- California County Offices Of Education Training, Coaching, and Network Development
- Executive Leadership/Site Principal / District Cabinet Level Coaching and Strategic Planning
- Educational Equity Data And Research Support/Equity Impact Plan Development
- Equity Leader Coaching, Mentoring, and Networking
- Parent/Community/Student Listening Session Facilitation/Support
- Equity Retreats
- Equity/Community Walks
- Superintendent Search And Executive Recruitment
- Teacher/Employment Pipeline Development
- Women’s Empowerment Retreats and Network Development

Our Partners and Associates

We value and thrive from our connections with researchers, practitioners, and experts in the field who provide a wide range of products and services to serve the needs of educational leaders. These partners include but are not limited to:

Association of California School Administrators, California School Boards Association, California Association of Latino Superintendents and Administrators, California Association of African American Superintendents and Administrators, California Association of School Business Officials, Associate of Latino Administrators and Superintendents, California Parent-Teacher Association, Ed Trust West, California County Superintendents Educational Services Association, McPherson & Jacobson Executive Recruitment, Alder Graduate School of Education, Epoch Education, Footsteps 2 Brilliance, Center for Leadership, Equity, and Research (CLEAR), and Center for Power Public Schools.

Associates include a unique team of diverse and culturally proficient experts in the field, practitioners, as well as researchers who provide unique services. They include but are not limited to:

Dr. Shayna Sullivan Langhorne, Crystal McAllister, Kevin Taylor, Tovi Scruggs-Hussein, Dr. Trudy Arriaga, Dr. Aliah Majon, Dr. Jamelia Abrams, Dr. Shelley Holt, Dr. Daniel Moirao, Dr. Patricia Brent Sanco, Suwinder Cooper, Al Venegas, Tony Gross, Sonjhia Lowery, Polished Geek, Greg Rolan

Acknowledgments of Inspiration

The following equity warriors and warriorettes are being acknowledged for their continued support, inspiration, guidance, and partnership in the quest to build capacity of educational leaders to close educational equity gaps.

Dr. Jeff Duncan Andrade and Community Responsive Education-researcher/practitioner, O. Brown and Associates-retired educators, Dr. Randall B. and Delores Lindsey-author/retired educator, Stephanie Graham Rivas-author/retired educator, Dr. Tyrone Howard-author/professor, Glenn Singleton-expert in the field, Dr. Nancy Dome-CEO of Epoch Education-expert in the field, Abraham Maslow-researcher, Joe Jones-Retired Educator/Mentor, Dr. Ken Magdaleno-Retired Educator/Mentor, Tony Gross-Retired Educator Mentor, Dr. Wes Smith-Executive Director of Association of California School Administrators-educator/former supervisor

Our Clients

We are honored to lock arms with clients who are intentionally engaging in the work to close equity, diversity, and inclusion gaps not only in the school system but across multiple industries. Our clients have received customized services provided in the form of workshops, executive leadership coaching, study sessions, strategic planning, equity impact plan development, equity task force facilitation, equity networks, superintendent searches, parent and student listening sessions/support, keynotes, employee evaluation development, employee pipeline development, and a variety of other services to advance equity driven work. Some of these current and past clients include:



School Districts

Association of California School Administrators

California Collaborative for Educational Excellence

Stockton Unified School District

Vacaville Unified School District

Evergreen School District

Benicia Unified School School District

Rialto Unified School District

Lynwood Unified School District

Anaheim Elementary School District

Moreland School District

Moreno Valley Unified School District

Adelanto Elementary School District

Pleasanton Unified School District

Victor Valley Union High School District

Manteca Unified School District

School Boards

California School Boards Association

CSBA Equity Network (3 cohorts)

Jefferson Union High School District

Jefferson Elementary School District

Belmont-Redwood Shores School District

South San Francisco Unified School District

Hacienda La Puente Unified School District

Claremont Unified School District

Redlands Unified School District

Corona Norco Unified School District

El Monte City School District

Pacifica School District

Bakersfield City Unified School District

Vista Unified School District

Salinas City School District

Salinas Union High School District

San Diego Unified School District

Monterey Peninsula Unified School District

Washington Unified School District

Fairfield-Suisun Unified School District

Mt. Diablo Unified School District

Elk Grove Unified School District

Albany Unified School District

Sunnyvale School District

Soquel School District

Community Colleges

California Community College Administrators of Occupational Education

Yuba College

Solano Community College

County Offices of Education

Alameda County Office of Education

San Diego County Office of Education

Humboldt County Office of Education

San Mateo County Office of Education

Solano County Office of Education

Yolo County Office of Education

Los Angeles County Office of Education

Riverside County Office of Education

Amador County Public Schools

San Bernardino County Office of Education

Orange County Department of Education

Fresno County Office of Education

Imperial County Office of Education

Merced County Office of Education

Monterey County Office of Education

Superintendent

McPherson and Jacobson Superintendent Search Firm

Albany Unified School District

Washington Unified School District

Vallejo City Unified School District

Saucilto-Marin School District

San Carlos School District

San Mateo-Foster City School District

Schools

Lewisville High School-Killough Campus

Alhambra High School

ICEF Public Schools

Pacific Collegiate Charter School

Highlands Community Charter Schools

Sacramento Valley Charter School

Gateway Charter Schools

St. Francis High School

Great Valley School

Matt Garcia Career & College Academy

Elected Officials

City of Albany

City of Vacaville

California State Association of Counties

Non Profits

Girls Scouts-San Geronio Council

West Ed

Villa Lindo Retreat Center

HT Farms of Penryn Retreat Center

Peacock Acres Foster Youth Center

Center for Powerful Public Schools

Black Students of California United

EXHIBIT “B” – FISCAL PROVISIONS

1. **CONTRACTOR’S FINANCIAL RECORDS.** Contractor shall keep financial records for funds received hereunder, separate from any other funds administered by Contractor, and maintained in accordance with Generally Accepted Accounting Principles and Procedures and the Office of Management and Budget’s Cost Principles.

2. **INVOICES.**

2.1 Contractor’s invoices shall be submitted in arrears on a monthly basis, or such other time that is mutually agreed upon in writing, and shall be itemized and formatted to the satisfaction of the County.

2.2 County shall make payment within 20 business days of an undisputed invoice for the compensation stipulated herein for supplies delivered and accepted or services rendered and accepted, less potential deductions, if any, as herein provided. Payment on partial deliverables may be made whenever amounts due so warrant or when requested by the Contractor and approved by the Assistant Purchasing Agent.

3. **AUDIT REQUIREMENTS AND AUDIT EXCEPTIONS**

3.1 Contractor warrants that it shall comply with all audit requirements established by County and will provide a copy of Contractor’s Annual Independent Audit Report, if applicable.

3.2 County may conduct periodic audits of Contractor’s financial records, notifying Contractor no less than 48 hours prior to scheduled audit. Said notice shall include a detailed listing of the records required for review. Contractor shall allow County, or other appropriate entities designated by County, access to all financial records pertinent to this Agreement.

3.3 Contractor shall reimburse County for audit exceptions within 30 days of written demand or shall make other repayment arrangements subject to the approval of County.

4. **EXPENDITURE OF FUNDS.**

4.1 Funds payable through this agreement shall not be used to purchase food or promotional merchandise or to attend conferences unless specifically approved in the budget.

4.2 County reserves the right to refuse payment to Contractor or disallow costs for any expenditure determined to be unreasonable, out of compliance, or inappropriate to the services provided hereunder.

EXHIBIT “C” – COMPLIANCE PROVISIONS

1. **INFORMATION INTEGRITY AND SECURITY.** Contractor shall immediately notify County of any known or suspected breach of personal, sensitive and confidential information related to Contractor’s work under this Agreement.
2. **NON-DISCRIMINATION.** Contractor shall not unlawfully discriminate against any qualified worker or recipient of services because of race, religious creed, color, sex, sexual orientation, national origin, ancestry, physical disability, mental disability, medical condition, marital status or age.
3. **DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS**
 - 3.1 The Contractor certifies to the best of its knowledge and belief, that it and its subcontractors:
 - A. Are not presently debarred, suspended, proposed for disbarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
 - B. Have not, within a three-year period preceding this Agreement, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction; violation of federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - C. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity with commission of any of the offenses enumerated in the preceding paragraph; and
 - D. Have not, within a three-year period preceding this Agreement, had one or more public transactions terminated for cause or default.
 - 3.2 Contractor shall report immediately to County, in writing, any incidents of alleged fraud and/or abuse by either Contractor or Contractor’s subcontractor. Contractor shall maintain any records, documents, or other evidence of fraud and abuse until otherwise notified by County.
4. **AGREEMENTS IN EXCESS OF \$100,000.** Contractor shall comply with all applicable orders or requirements issued under the following laws:
 - 4.1 Clean Air Act, as amended (42 USC 1857).
 - 4.2 Clean Water Act, as amended (33 USC 1368).
 - 4.3 Federal Water Pollution Control Act, as amended (33 USC 1251, et seq.)
 - 4.4 Environmental Protection Agency Regulations (40 CFR, Part 15 and Executive Order 11738).

5. **INDEMNIFICATION AND HOLD HARMLESS.**

Contractor shall indemnify and hold harmless County from any and all claims, demands, actions, liability or loss which may arise from or be incurred as a result of the negligent performance of this Agreement by Contractor.

Contractor's obligations under this Section shall survive the termination of the Agreement.

6. **STANDARD OF CARE.** Contractor represents that it is specially trained, licensed, experienced and competent to perform all the services, responsibilities and duties specified herein and that such services, responsibilities and duties shall be performed, whether by Contractor or designated subcontractors, in a manner according to generally accepted practices.

7. **INTEREST OF CONTRACTOR.** Contractor assures that neither it nor its employees has any interest, and that it shall not acquire any interest in the future, direct or indirect, which would conflict in any manner or degree with the performance of services hereunder.

8. **DUE PERFORMANCE – DEFAULT.** Each party agrees to fully perform all aspects of this agreement. If a default to this agreement occurs then the party in default shall be given written notice of said default by the other party. If the party in default does not fully correct (cure) the default within 30 days of the date of that notice (i.e. the time to cure) then such party shall be in default. The time period for corrective action of the party in default may be extended in writing executed by both parties, which must include the reason(s) for the extension and the date the extension expires.

Notice given under this provision shall specify the alleged default and the applicable Agreement provision and shall demand that the party in default perform the provisions of this Agreement within the applicable time period. No such notice shall be deemed a termination of this Agreement, unless the party giving notice so elects in that notice, or so elects in a subsequent written notice after the time to cure has expired.

9. **INSURANCE.**

9.1 Contractor shall procure and maintain Workers' Compensation Insurance for all of its employees.

9.2 Contractor shall procure and maintain Comprehensive Public Liability Insurance, both bodily injury and property damage, in an amount of not less than one million dollars (\$1,000,000) combined single limit coverage per occurrence, including but not limited to endorsements for the following coverage: personal injury, premises-operations, products and completed operations, blanket contractual, and independent contractor's liability.

9.3 Contractor shall procure and maintain Comprehensive Automobile Liability Insurance, both bodily injury and property damage, on owned, hired, leased and non-owned vehicles used in connection with Contractor's business in an amount of not less than one million dollars (\$1,000,000) combined single limit coverage per occurrence.

9.4 Contractor shall procure and maintain Professional Liability Insurance for the protection against claims arising out of the performance of services under this Agreement caused by errors, omissions or other acts for which Contractor is liable. Said insurance shall be written with limits of not less than one million dollars (\$1,000,000).

9.5 Contractor shall not commence work under this Agreement until it has obtained all the insurance required hereinabove and submitted to County certificates of insurance naming the County of Lake as additional insured. Contractor agrees to provide to County, at least 30 days prior to expiration date, a new certificate of insurance.

9.6 In case of any subcontract, Contractor shall require each subcontractor to provide all of the same coverage as detailed hereinabove. Subcontractors shall provide certificates of insurance naming the County of Lake as additional insured and shall submit new certificates of insurance at least 30 days prior to expiration date. Contractor shall not allow any subcontractor to commence work until the required insurances have been obtained.

9.7 For any claims related to the work performed under this Agreement, the Contractor's insurance coverage shall be primary insurance as to the County, its officers, officials, employees, agents and volunteers. Any insurance or self-insurance maintained by County, its officers, officials, employees, agents or volunteers shall be in excess of the Contractor's insurance and shall not contribute with it.

9.8 The Commercial General Liability and Automobile Liability Insurance must each contain, or be endorsed to contain, the following provision:

The County, its officers, officials, employees, agents, and volunteers are to be covered as additional insureds and shall be added in the form of an endorsement to Contractor's insurance on Form CG 20 10 11 85. Contractor shall not commence work under this Agreement until Contractor has had delivered to County the Additional Insured Endorsements required herein.

Coverage shall not extend to any indemnity coverage for the active negligence of the additional insured in any case where an agreement to indemnify the additional insured would be invalid under subdivision (b) of California Civil Code Section 2782.

9.9 Insurance coverage required of Contractor under this Agreement shall be placed with insurers with a current A.M. Best rating of no less than A: VII.

Insurance coverage in the minimum amounts set forth herein shall not be construed to relieve the Contractor for liability in excess of such coverage, nor shall it preclude County from taking other action as is available to it under any other provision of this Agreement or applicable law. Failure of County to enforce in a timely manner any of the provisions of this section shall not act as a waiver to enforcement of any of these provisions at a later date.

9.10 Any failure of Contractor to maintain the insurance required by this section, or to comply with any of the requirements of this section, shall constitute a material breach of the entire Agreement.

10. **ATTORNEY'S FEES AND COSTS.** If any action at law or in equity is necessary to enforce or interpret the terms of this Agreement, the prevailing party shall be entitled to reasonable attorney's fees, costs, and necessary disbursements in addition to any other relief to which such party may be entitled.

11. **ASSIGNMENT.** Contractor shall not assign any interest in this Agreement and shall not transfer any interest in the same without the prior written consent of County except that claims for money due or to become due Contractor from County under this Agreement may be assigned by Contractor to a bank, trust company, or other financial institution without such approval. Written notice of any such transfer shall be furnished promptly to County. Any attempt at assignment of rights under this Agreement except for those specifically consented to by both parties or as stated above shall be void.

12. **PAYROLL TAXES AND DEDUCTIONS.** Contractor shall promptly forward payroll taxes, insurances, and contributions to designated governmental agencies.

13. **INDEPENDENT CONTRACTOR.** It is specifically understood and agreed that, in the making and performance of this Agreement, Contractor is an independent contractor and is not an employee, agent or servant of County. Contractor is not entitled to any employee benefits. County agrees that Contractor shall have the right to control the manner and means of accomplishing the result contracted for herein.

Contractor is solely responsible for the payment of all federal, state and local taxes, charges, fees, or contributions required with respect to Contractor and Contractor's officers, employees, and agents who are engaged in the performance of this Agreement (including without limitation, unemployment insurance, social security and payroll tax withholding.)

14. **OWNERSHIP OF DOCUMENTS.** All non-proprietary reports, drawings, renderings, or other documents or materials prepared by Contractor hereunder are the property of County.

15. **SEVERABILITY.** If any provision of this Agreement is held to be unenforceable, the remainder of this Agreement shall be severable and not affected thereby.

16. **ADHERENCE TO APPLICABLE DISABILITY LAW.** Contractor shall be responsible for knowing and adhering to the requirements of Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, (42 U.S.C. Sections 12101, et seq.). California Government Code Sections 12920 et seq., and all related state and local laws.

17. **HIPAA COMPLIANCE.** Contractor will adhere to Titles 9 and 22 and all other applicable Federal and State statutes and regulations, including the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and will make his best efforts to preserve data integrity and the confidentiality of protected health information.

18. **SAFETY RESPONSIBILITIES.** Contractor will adhere to all applicable CalOSHA requirements in performing work pursuant to this Agreement. Contractor agrees that in the performance of work under this Agreement, Contractor will provide for the safety needs of its

employees and will be responsible for maintaining the standards necessary to minimize health and safety hazards.

19. JURISDICTION AND VENUE. This Agreement shall be construed in accordance with the laws of the State of California and the parties hereto agree that venue of any action or proceeding regarding this Agreement or performance thereof shall be in Lake County, California. Contractor waives any right of removal it might have under California Code of Civil Procedure Section 394.

20. RESIDENCY. All independent contractors providing services to County for compensation must file a State of California Form 590, certifying California residency or, in the case of a corporation, certifying that they have a permanent place of business in California.

21. NO THIRD-PARTY BENEFICIARIES. Nothing contained in this Agreement shall be construed to create, and the parties do not intend to create, any rights in or for the benefit of third parties.

22. PUBLIC RECORDS ACT. Contractor is aware that this Agreement and any documents provided to the County may be subject to the California Public Records Act and may be disclosed to members of the public upon request. It is the responsibility of the Contractor to clearly identify information in those documents that s/he considers to be confidential under the California Public Records Act. To the extent that the County agrees with that designation, such information will be held in confidence whenever possible. All other information will be considered public.



CITY OF CLEARLAKE

City Council

STAFF REPORT

SUBJECT: Discussion and Consideration of Financing Options for Road Maintenance Projects

MEETING DATE: 3/17/2022

SUBMITTED BY: Alan D. Flora, City Manager

PURPOSE OF REPORT: ☐ Information only ☒ Discussion ☒ Action Item

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

This item is continued from the March 3rd meeting.

The City Council is being asked to consider financing of road projects in the City of Clearlake.

BACKGROUND/DISCUSSION:

Over the last several years the City has discussed the option of financing a number of road projects in order to expedite the Measure V capital improvement plan. Staff have been working with NHA Advisors on various options for financing and an analysis of what the City could afford to borrow in order to complete a larger group of projects in a shorter period of time.

While we were planning to present some information to the Council for consideration in the next couple of months, staff believe that the window is increasingly short for attractive interest rates and this should be considered in the next several weeks. The unrest in Ukraine is leading to additional uncertain and market volatility that could impact costs.

Additional detail and a presentation of possible options will be reviewed at the meeting. If the Council is interested in taking this action, we would ask for direction to bring back the final plan for approval as soon as the March 17th Council meeting.

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: No immediate budget impact. Based on the Council direction the financing would be supported by the Measure V 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

SUGGESTED MOTIONS:

Provide Direction to Staff.