



CITY COUNCIL REGULAR MEETING

Clearlake City Hall Council Chambers

14050 Olympic Dr, Clearlake, CA

Thursday, October 01, 2026

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) and the public may participate through Zoom at the link listed below. The public will not be allowed to provide verbal comment during the meeting if attending via Zoom. The public can submit comments in writing for City Council consideration by commenting via the Q&A function in the Zoom platform or by sending comments to the Administrative Services Director/City Clerk at mswanson@clearlake.ca.us. To give the City Council adequate time to review your comments, you must submit your written emailed comments prior to 4:00 p.m. on the day of the meeting.

AGENDA

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

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

AMERICANS WITH DISABILITY ACT (ADA) REQUESTS

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

AGENDA REPORTS

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

Zoom Link:

Join from PC, Mac, iPad, or Android:

<https://clearlakeca.zoom.us/j/84604087287?pwd=WWps5lP3py4YagUv7eSweJARUkZnY0.1>

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 a Proclamation Declaring October 5 - 9, 2026 as Code Enforcement Officer Appreciation Week
2. Presentation by Solano Women In Medicine (SWIM)

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.*

3. Consideration of Adoption of an Amendment to the FY 2026-27 Budget (Resolution 2026-22); Resolution No. 2026-38
Recommended Action: Adopt resolution
4. Adoption of New Job Descriptions and Updated Salary Ranges for Senior Maintenance Worker II and Parks & Facilities Foreman; Resolution No. 2026-37
Recommended Action: Adopt resolution
5. Authorization for Purchase of Metal Storage Buildings for Public Works Materials and Equipment
Recommended Action: Approve the purchase of the buildings in an amount not to exceed \$30,000 and authorize the City Manager to execute all necessary documents for procurement.

H. BUSINESS

6. Consideration of Transitioning the City's Appointment to the Lake County Vector Control District (LCVCD) Board of Trustees to a Member of the City Council Appointed by the Mayor for a Four-Year Term
Recommended Action: Ratify Mayor Slooten's appointment to the LCVCD Board of Trustees effective January 4, 2027 and direct staff to notify the LCVCD

I. CITY MANAGER AND COUNCILMEMBER REPORTS

J. FUTURE AGENDA ITEMS

K. CLOSED SESSION

7. LIABILITY CLAIMS Claimant Trudi L. Brooks and Crystal Rae Pack; Agency Claimed Against: City of Clearlake (Govt Code §54961)

L. ANNOUNCEMENT OF ACTION FROM CLOSED SESSION

M. ADJOURNMENT

POSTED: September 28, 2026

BY: 

Melissa Swanson, Administrative Services Director/City Clerk



CITY OF CLEARLAKE

City Council

STAFF REPORT

SUBJECT: Consideration of Adoption of a 4th Amendment to the FY 2026-27 Budget (Resolution 2026-22); Resolution No. 2026-38

MEETING DATE:
October 1, 2026

SUBMITTED BY: Philip D. Sales II, Finance Manager

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

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to adopt resolution 2026-38 Amending the FY 2026-27 Budget to include an Adjustment.

BACKGROUND/DISCUSSION: Staff wishes to appropriate remaining grant funding for the Algae Harvesting Demonstration program necessitating an adjustment to FY 2026-27 budget.

The Finance department, on behalf of Public Works, seeks the Council's approval to appropriate receipt of grant funds and authorize related project expenditures.

Appropriation Adjustments							
Fund	Fund Name	Department	Account	Description	Amended Budget as of 07/16/2026	Requested Adjustment	FY 26-27 Amended Budget
320	CNRA ALGAE HARVESTING DEMONSTRATION	Public Works	320-3000-960-894	OTHER SERVICES	300,000	959,920	1,259,920
Total Appropriations Adjustments: Special Revenue Fund						\$ 959,920	
Revenue/Fund Balance Adjustments							
Fund	Fund Name	Department	Account	Description	Amended Budget as of 07/16/2026	Requested Adjustment	FY 26-27 Amended Budget
320	CNRA ALGAE HARVESTING DEMONSTRATION	Public Works	320-485-875	OTHER GRANTS	300,000	959,920	1,259,920
Total Revenue Adjustments: Special Revenue Fund						\$ 959,920	

OPTIONS:

1. Adopt Resolution No. 2026-38
2. Provide direction to staff.

FISCAL IMPACT:

☐ None ☒ See Attached Budgeted Item? ☐ Yes ☒ No

Budget Adjustment Needed? ☒ Yes ☐ No If yes, amount of appropriation increase: \$959,920

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

Comments:

STRATEGIC PLAN IMPACT:

- ☒ Goal #1: Economic Development
- ☒ Goal #2: Public Facilities and Infrastructure
- ☒ Goal #3: Celebrate Clearlake
- ☒ Goal #4: Clean
- ☒ Goal #5: Fiscal Sustainability
- ☒ Goal #6: Safe

SUGGESTED MOTIONS:

Move to Adopt Resolution 2026-38 Amending the Fiscal Year 2026-27 Budget to include an Adjustment.

- ☒ **Attachments:** 1) Resolution 2026-38: Resolution Amending the Fiscal Year 2026-27 Adopted Budget to include an Adjustment.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLEARLAKE ADOPTING AN AMENDMENT TO THE FISCAL YEAR 2026-27 BUDGET (RESOLUTION NO. 2026-22)

WHEREAS, the City Council desires to adjust the Fiscal Year 2026-27 budget to appropriate remaining grant funds from the California Natural Resources Agency for the Algae Harvesting Demonstration Project and allow for expenditures for related project costs.

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

Section 1. The FY 2026-27 Budget, adopted via Resolution 2026-22, is amended as follows:

Appropriation Adjustments							
Fund	Fund Name	Department	Account	Description	Amended Budget as of 07/16/2026	Requested Adjustment	FY 26-27 Amended Budget
320	CNRA ALGAE HARVESTING DEMONSTRATION	Public Works	320-3000-960-894	OTHER SERVICES	300,000	959,920	1,259,920
Total Appropriations Adjustments: Special Revenue Fund						\$ 959,920	
Revenue/Fund Balance Adjustments							
Fund	Fund Name	Department	Account	Description	Amended Budget as of 07/16/2026	Requested Adjustment	FY 26-27 Amended Budget
320	CNRA ALGAE HARVESTING DEMONSTRATION	Public Works	320-485-875	OTHER GRANTS	300,000	959,920	1,259,920
Total Revenue Adjustments: Special Revenue Fund						\$ 959,920	

PASSED AND ADOPTED by the City Council of the City of Clearlake, County of Lake, State of California, on this 1st day of October, 2026, by the following vote:

AYES:
 NOES:
 ABSTAIN:
 ABSENT:

ATTEST: _____
 City Clerk

 Mayor



CITY OF CLEARLAKE

City Council

STAFF REPORT

SUBJECT: Authorization for Purchase of Metal Storage Buildings for Public Works Materials and Equipment

MEETING DATE: October 1, 2026

SUBMITTED BY: Adeline Leyba, Public Works Director

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 Metal Storage Buildings for Public Works Materials and Equipment up to the amount of \$30,000.

BACKGROUND/DISCUSSION:

The Public Works Department currently has limited storage space for materials, supplies, tools, and equipment. Additional storage is needed to keep materials secure, organized, and protected from the weather. The proposed metal storage buildings will provide dedicated space for Public Works materials and equipment and improve the organization and efficiency of the Public Works yard.

The storage buildings will be used for items such as road maintenance materials and equipment. Adding enclosed storage will help protect City assets, reduce clutter, improve organization, and allow staff to more easily access the materials and equipment needed for daily operations.

OPTIONS:

1. Move to approve the purchase of the buildings in the amount of up to \$30,000.
2. Other direction

FISCAL IMPACT:

☐ None ☒ \$30,000 Budgeted Item? ☒ Yes ☐ No

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

Affected fund(s): ☐ General Fund ☐ Measure P Fund ☐ Measure V Fund ☒ Other: 200-3040-800-681

Comments:

STRATEGIC PLAN IMPACT:

☐ Goal #1: Economic Development

☒ Goal #2: Public Facilities and Infrastructure

☐ **Goal #3: Celebrate Clearlake**

☒ **Goal #4: Clean**

☐ **Goal #5: Fiscal Sustainability**

☐ **Goal #6: Safe**

SUGGESTED MOTIONS:

Staff recommend that the City Council approve the purchase of the buildings in an amount not to exceed \$30,000 and authorize the City Manager to execute all necessary documents for procurement.

☐ **Attachments:**