



CITY COUNCIL REGULAR MEETING

Clearlake City Hall Council Chambers

14050 Olympic Dr, Clearlake, CA

Thursday, May 21, 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) or "Lake County PEG TV Live Stream" at <https://www.youtube.com/user/LakeCountyPegTV/featured> and the public may participate through Zoom at the link listed below. The public will not be allowed to provide verbal comment during the meeting if attending via Zoom. The public can submit comments in writing for City Council consideration by commenting via the Q&A function in the Zoom platform or by sending comments to the Administrative Services Director/City Clerk at mswanson@clearlake.ca.us. To give the City Council adequate time to review your comments, you must submit your written emailed comments prior to 4:00 p.m. on the day of the meeting.

AGENDA

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

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

AMERICANS WITH DISABILITY ACT (ADA) REQUESTS

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

AGENDA REPORTS

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

Zoom Link:

Join from PC, Mac, iPad, or Android:

<https://clearlakeca.zoom.us/j/82043609508?pwd=a42VlkD08fl4SucsbaXDbOQ2t230qh.1>

Passcode:768800

A. ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. INVOCATION/MOMENT OF SILENCE: *The City Council invites members of the clergy, as well as interested members of the public in the City of Clearlake, to voluntarily offer an invocation before the beginning of its meetings for the benefit and blessing of the City Council. This opportunity is voluntary and invocations are to be less than three minutes, offered in a solemn and respectful tone, and directed at the City Council. Invocational speakers who do not abide by these simple rules of respect and brevity shall be given a warning and/or not invited back to provide a subsequent invocation for a reasonable period of time, as determined appropriate by the City. This policy is not intended, and shall not be implemented or construed in any way, to affiliate the City Council with, nor express the City Council's preference for, any faith or religious denomination. Rather, this policy is intended to acknowledge and express the City Council's respect for the diversity of religious denominations and faith represented and practiced among the citizens of Clearlake. If a scheduled invocational speaker does not appear at the scheduled meeting, the Mayor will ask that the City Council observe a moment of silence in lieu of the invocation. More information about the City's invocation policy is available upon request by contacting the Administrative Services Director/City Clerk at (707) 994-8201x106 or via email at mswanson@clearlake.ca.us.*

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

E. PRESENTATIONS

1. Presentation of May's Adoptable Dogs
2. Presentation of a Proclamation Declaring May 17 - 23, 2026 as Public Works Appreciation Week

3. Presentation by the Lower Lake High School Youth Leadership Club
 - [4.](#) Presentation of a Proclamation Declaring May 16 - May 22, 2026 as Safe Boating Week
 5. Lake County Recreation Agency Update
- 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.*
- [6.](#) Warrants
Recommended Action: Receive and file
 - [7.](#) Minutes
Recommended Action: Receive and file
 - [8.](#) Lake County Vector Control Board Minutes
Recommended Action: Receive and file
 - [9.](#) Consideration of Professional Services Contract for Annexation, Sphere of Influence Updates and Detachment Applications
Recommended Action: Approve Contract and Authorize the City Manager to Sign.
- H. BUSINESS**
- [10.](#) Award of Contract for the Dam Rd Roundabout Project
Recommended Action: Authorize City Manager to enter into a contract with Ghilotti Construction in the amount of \$2,698,550.69 for the Dam Rd Roundabout Project and authorize the City Manager to approve up to 10% for additional unforeseen contract amendments.
 - [11.](#) Consideration of Resolution 2026-16 Adopting a Vision Zero Framework
Recommended Action: Adopt Resolution 2026-16 establishing a Vision Zero framework
 12. Approval of Resolution 2026-15, endorsing the Lakeshore Drive Safety Enhancement Project, Committing to Vision Zero Principles, and Authorizing the Application and the Commitment of Matching Funds to the U.S. Department of Transportation's Safe Streets and Roads for All Grant
Recommended Action: Adopt Resolution 2026-15

I. CITY MANAGER AND COUNCILMEMBER REPORTS

J. FUTURE AGENDA ITEMS

K. CLOSED SESSION

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

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

L. ANNOUNCEMENT OF ACTION FROM CLOSED SESSION

M. ADJOURNMENT

POSTED: May 15, 2026

BY:



Melissa Swanson, Administrative Services Director/City Clerk



**NATIONAL SAFE BOATING WEEK
MAY 16th THROUGH MAY 22nd, 2026**

WHEREAS, National Safe Boating Week is observed to bring attention to important lifesaving information for recreational boaters so that they can have a safer, more enjoyable experience out on the water throughout the year; and

WHEREAS, Lake County Flotilla has continued to provide free life jackets to youngsters by participating in community activities which promote child safety and educating the boating public in safe boating practices; and

WHEREAS, Flotilla 08-08 of Lake County will continue its efforts to educate the boating public by resuming safety patrols, free vessel safety checks, and encouraging the public to practice safe boating habits and to wear your life jackets.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Clearlake does hereby designate the week of May 16th through May 22nd, 2026, as National Safe Boating Week in Clearlake and urges all users of Clear Lake, Lake Pillsbury, Blue Lakes, and Indian Valley Reservoir to safeguard their lives by wearing lifejackets when boating, exercising safe boating practices, and

BOAT RESPONSIBLY ~ WEAR YOUR LIFE JACKET

Dated this 21st day of May, 2026

Dirk Slooten, Mayor



Clearlake, CA

Section G, Item 6.

Check Register

Packet: APPKT04427 - 5/6/26 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						
000591	ACTION SANITARY	05/06/2026	Regular	0.00	360.00	21314
VEN01590	ANGELA NICHOLSON - NICHOLSON S	05/06/2026	Regular	0.00	1,900.00	21315
000068	BOB'S JANITORIAL	05/06/2026	Regular	0.00	72.16	21316
VEN01178	CALIFORNIA INTERGOVERNMENTAL	05/06/2026	Regular	0.00	76,521.15	21317
VEN01312	CAPITOL BARRICADE INC.	05/06/2026	Regular	0.00	1,231.98	21318
VEN01581	CRACKERJACK CLEANING LLC	05/06/2026	Regular	0.00	78.00	21319
000774	DEEP VALLEY SECURITY	05/06/2026	Regular	0.00	34.95	21320
000194	DEPARTMENT OF TRANSPORTATION	05/06/2026	Regular	0.00	6,331.27	21321
000237	DEPT OF CONSERVATION	05/06/2026	Regular	0.00	452.05	21322
000160	DEPT OF JUSTICE	05/06/2026	Regular	0.00	210.00	21323
000160	DEPT OF JUSTICE	05/06/2026	Regular	0.00	35.00	21324
000160	DEPT OF JUSTICE	05/06/2026	Regular	0.00	892.00	21325
VEN01126	ECORP CONSULTING INC	05/06/2026	Regular	0.00	8,017.50	21326
000633	ESRI INC	05/06/2026	Regular	0.00	5,325.00	21327
000120	FED EX	05/06/2026	Regular	0.00	9.00	21328
001769	FULL SOURCE	05/06/2026	Regular	0.00	56.11	21329
001732	GARY PRICE CONSULTING SERVICES	05/06/2026	Regular	0.00	7,996.00	21330
000096	GOLDEN STATE WATER COMPANY	05/06/2026	Regular	0.00	114.09	21331
VEN01577	GOVERNMENT FINANCE SERVICES, L	05/06/2026	Regular	0.00	6,787.50	21332
000797	GRANITE CONSTRUCTION	05/06/2026	Regular	0.00	314.08	21333
000121	HIGHLANDS WATER COMPANY	05/06/2026	Regular	0.00	143.71	21334
000121	HIGHLANDS WATER COMPANY	05/06/2026	Regular	0.00	469.36	21335
000121	HIGHLANDS WATER COMPANY	05/06/2026	Regular	0.00	208.73	21336
000121	HIGHLANDS WATER COMPANY	05/06/2026	Regular	0.00	104.61	21337
000121	HIGHLANDS WATER COMPANY	05/06/2026	Regular	0.00	226.87	21338
000121	HIGHLANDS WATER COMPANY	05/06/2026	Regular	0.00	58.96	21339
000121	HIGHLANDS WATER COMPANY	05/06/2026	Regular	0.00	309.83	21340
000121	HIGHLANDS WATER COMPANY	05/06/2026	Regular	0.00	45.19	21341
000121	HIGHLANDS WATER COMPANY	05/06/2026	Regular	0.00	266.87	21342
VEN01394	HUNTERS SERVICES INC	05/06/2026	Regular	0.00	285.00	21343
001949	ICE WATER DISTRIBUTORS INC	05/06/2026	Regular	0.00	72.70	21344
001949	ICE WATER DISTRIBUTORS INC	05/06/2026	Regular	0.00	113.20	21345
002274	JOHN R BENOIT	05/06/2026	Regular	0.00	1,625.00	21346
000304	KONOCTI COUNTY WATER DISTRICT	05/06/2026	Regular	0.00	162.30	21347
000304	KONOCTI COUNTY WATER DISTRICT	05/06/2026	Regular	0.00	197.34	21348
000304	KONOCTI COUNTY WATER DISTRICT	05/06/2026	Regular	0.00	450.00	21349
000284	KONOCTI UNIFIED SCHOOL DIST	05/06/2026	Regular	0.00	200.00	21350
000108	LAKE COUNTY RECORD BEE	05/06/2026	Regular	0.00	501.29	21351
VEN01545	LARKYN E FEILER	05/06/2026	Regular	0.00	1,597.50	21352
002280	LAW OFFICES OF P SCOTT BROWNE	05/06/2026	Regular	0.00	2,046.43	21353
VEN01705	LLHS SOBER GRAD COMMITTEE	05/06/2026	Regular	0.00	100.00	21354
VEN01123	LOOMIS	05/06/2026	Regular	0.00	711.49	21355
VEN01329	MCGRATH RENTCORP AND SUBSIDIA	05/06/2026	Regular	0.00	1,282.66	21356
VEN01491	MEDEIROS EQUIPMENT LLC	05/06/2026	Regular	0.00	720.00	21357
000793	MEDIACOM	05/06/2026	Regular	0.00	650.00	21358
001392	OFFICE DEPOT	05/06/2026	Regular	0.00	204.72	21359
001843	PG&E CFM	05/06/2026	Regular	0.00	4,548.84	21360
	Void	05/06/2026	Regular	0.00	0.00	21361
000711	PURCHASE POWER	05/06/2026	Regular	0.00	1,046.99	21362
001298	QUACKENBUSH MRRCF	05/06/2026	Regular	0.00	1,025.28	21363
002031	REDWOOD COAST PETROLEUM & N	05/06/2026	Regular	0.00	2,705.87	21364
000506	SIGNS OF RANDY HARE	05/06/2026	Regular	0.00	543.75	21365
VEN01336	SSA LANDSCAPE ARCHITECTS INC.	05/06/2026	Regular	0.00	9,905.50	21366
000309	UCC RENTAL	05/06/2026	Regular	0.00	350.00	21367

Check Register

Packet: APPKT04427

Section G, Item 6.

A

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
001723	VALLEY TOXICOLOGY SERVICE	05/06/2026	Regular	0.00	100.00	21368
000085	VESTIS GROUP INC	05/06/2026	Regular	0.00	67.87	21369
000375	VULCAN MATERIALS CO	05/06/2026	Regular	0.00	3,189.78	21370

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	73	56	0.00	152,975.48
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
	73	57	0.00	152,975.48

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	5/2026	152,975.48
			<hr/> 152,975.48



Clearlake, CA

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
000781	NICKI BURRELL	05/14/2026	Regular	0.00	438.00	21397

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	438.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	1	1	0.00	438.00

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	5/2026	438.00
			<hr/>
			438.00



Clearlake, CA

Section G, Item 6.

Payment Register

APPKT04437 - 5/14/26 CHECK FOR TRAINING AA
01 - Vendor Set 01

Bank: AP - Accounts Payable

Vendor Number	Vendor Name				Total Vendor Amount
000781	NICKI BURRELL				438.00
Payment Type	Payment Number		Payment Date		Payment Amount
Check			05/14/2026		438.00
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
5/18/26-5/22/26	CAPE TRAINING MEALS	05/14/2026	05/14/2026	0.00	438.00

Payment Register

APPKT04437 - 5/14/26 Ch

Section G, Item 6. A

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
AP	Check	1	1	0.00	438.00
Packet Totals:		1	1	0.00	438.00

Cash Fund Summary

Fund	Name	Amount
999	Pooled Cash	-438.00
Packet Totals:		-438.00



Clearlake, CA

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-Accounts Payable						
VEN01075	B&B INDUSTRIAL SUPPLY INC	05/14/2026	Regular	0.00	2,008.79	21371
000068	BOB'S JANITORIAL	05/14/2026	Regular	0.00	268.60	21372
002162	CALIFORNIA ENGINEERING	05/14/2026	Regular	0.00	4,291.66	21373
000902	CALIFORNIA SURVEYING - DRAFTING	05/14/2026	Regular	0.00	326.25	21374
000024	CLEARLAKE POLICE ASSOCIATION	05/14/2026	Regular	0.00	2,000.00	21375
002285	DELL FINANCIAL SERVICES LLC	05/14/2026	Regular	0.00	797.77	21376
000160	DEPT OF JUSTICE	05/14/2026	Regular	0.00	678.00	21377
000073	EASTLAKE SANITARY LANDFILL	05/14/2026	Regular	0.00	172.70	21378
000121	HIGHLANDS WATER COMPANY	05/14/2026	Regular	0.00	237.47	21379
000121	HIGHLANDS WATER COMPANY	05/14/2026	Regular	0.00	76.73	21380
000121	HIGHLANDS WATER COMPANY	05/14/2026	Regular	0.00	77.92	21381
000121	HIGHLANDS WATER COMPANY	05/14/2026	Regular	0.00	80.98	21382
001775	JONES & MAYER	05/14/2026	Regular	0.00	10,508.58	21383
000304	KONOCTI COUNTY WATER DISTRICT	05/14/2026	Regular	0.00	120.64	21384
000304	KONOCTI COUNTY WATER DISTRICT	05/14/2026	Regular	0.00	115.78	21385
000304	KONOCTI COUNTY WATER DISTRICT	05/14/2026	Regular	0.00	128.04	21386
000304	KONOCTI COUNTY WATER DISTRICT	05/14/2026	Regular	0.00	130.86	21387
000077	LAKE COUNTY RECORDER	05/14/2026	Regular	0.00	50.00	21388
VEN01140	MIRANDA LOGAN	05/14/2026	Regular	0.00	50.00	21389
VEN01717	MUNICIPAL MAINTENANCE EQUIPM	05/14/2026	Regular	0.00	57.07	21390
VEN01323	POWERDMS INC	05/14/2026	Regular	0.00	2,822.25	21391
VEN01226	SPEAKWRITE LLC	05/14/2026	Regular	0.00	126.98	21392
002400	SUSANNA AMARO-GUTIERREZ	05/14/2026	Regular	0.00	50.00	21393
000099	US CELLULAR	05/14/2026	Regular	0.00	525.83	21394
000708	VALIC LOCKBOX	05/14/2026	Regular	0.00	470.00	21395
000085	VESTIS GROUP INC	05/14/2026	Regular	0.00	67.87	21396

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	36	26	0.00	26,240.77
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	36	26	0.00	26,240.77

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	5/2026	26,240.77
			<hr/>
			26,240.77



CITY COUNCIL REGULAR MEETING

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

Thursday, May 07, 2026

Regular Meeting 6:00 PM

MINUTES

A. ROLL CALL

PRESENT

Mayor Dirk Slooten

Vice Mayor Tara Downey

Councilmember Russ Cremer

Councilmember Jessica Hooten

Councilmember Mary Wilson

B. PLEDGE OF ALLEGIANCE

C. INVOCATION/MOMENT OF SILENCE

D. ADOPTION OF THE AGENDA

Motion made by Councilmember Cremer.

Voting Yea: Mayor Slooten, Vice Mayor Downey, Councilmember Cremer, Councilmember Hooten, Councilmember Wilson

E. PRESENTATIONS

1. Presentation of a Proclamation Declaring May 3-9, 2026 as Small Business Week
2. Presentation of a Proclamation Declaring May 11 - 17, 2026 as Police Week
3. Presentation of a Proclamation Declaring May 3 - 9, 2026 as Public Service Recognition Week
4. Presentation of a Proclamation Declaring May 2026 as Military Appreciation Month
5. Presentation from Lower Lake High School Statistics and Probability Class Blue Zones Project

F. PUBLIC COMMENT

Willie Long spoke regarding a homeless camp behind the American Legion building on Austin Road.

Crystal Pack spoke regarding her public records request for records surrounding a code enforcement issue at her property.

Margaret Garcia spoke regarding people who loiter late at night at the Safeway grocery store parking lot.

G. CONSENT AGENDA

Motion made by Vice Mayor Downey, Seconded by Councilmember Cremer.
Voting Yea: Mayor Slooten, Vice Mayor Downey, Councilmember Cremer, Councilmember Hooten, Councilmember Wilson

- 6. Award of Contract for the Senior Center Exterior Repair Project
Recommended Action: Authorize City Manager to enter into a contract with Bridges Construction for the Senior Center Exterior Repair Project and authorize the City Manager to approve up to 10% for additional unforeseen contract amendments.
- 7. Warrants
Recommended Action: Receive and file
- 8. Minutes
Recommended Action: Receive and file

H. PUBLIC HEARING

- 9. Discussion and Consideration of Resolution 2026-14 Authorizing the Extension of the Temporary Road Closure of Certain Roads, to Reduce Illegal Dumping and to Protect the Environment, and Public Health and Welfare
Recommended Action: Adopt Resolution 2026-14

Director Leyba and Lieutenant Peterson gave the staff report.

Mayor Slooten opened the public hearing at 6:42 p.m.

Christina Tapia spoke against the closure.

Mayor Slooten closed the public hearing at 6:47 p.m.

Motion made by Councilmember Cremer, Seconded by Vice Mayor Downey.
Voting Yea: Mayor Slooten, Vice Mayor Downey, Councilmember Cremer, Councilmember Hooten, Councilmember Wilson

I. BUSINESS

- 10. Presentation of the Public Education and Government Television Annual Board Report
Supervisor Sabatier gave the Annual Report. There was no action taken by Council on this item.
- 11. Discussion and Consideration of Actions Regarding Concerns with the Lake County Sanitation District
Recommended Action: Direction to Staff

City Manager Flora gave the staff report.

Motion to direct staff to take the actions recommended in the staff report.

Motion made by Councilmember Cremer, Seconded by Vice Mayor Downey.

Voting Yea: Mayor Slooten, Vice Mayor Downey, Councilmember Cremer, Councilmember Hooten, Councilmember Wilson

J. CITY MANAGER AND COUNCILMEMBER REPORTS

K. FUTURE AGENDA ITEMS

L. CLOSED SESSION

(12) CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION- Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2): 9 potential cases
Claimants: Joseph Ross; Mayra Ornate Solis, et al; Melissa Smith; Antonio Martinez Gomez; Jose Lupe; James Anderson; Robert Courtois, et al; Felipe Godinez, et al; Karen Fossler, et al; - Claims related to the Robin Lane sewage spill, Clearlake

Motion to deny claims.

Motion made by Mayor Slooten, Seconded by Vice Mayor Downey.

Voting Yea: Mayor Slooten, Vice Mayor Downey, Councilmember Cremer, Councilmember Hooten, Councilmember Wilson

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

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

M. ANNOUNCEMENT OF ACTION FROM CLOSED SESSION

There were no further actions taken in closed session.

N. ADJOURNMENT

The meeting was adjourned at 8:25 p.m.

Melissa Swanson, Administrative Services Director/City Clerk

MINUTES OF PREVIOUS MEETING

April 15, 2026

The regular monthly meeting of the Board of Trustees of the Lake County Vector Control District was called to order at 1:31 P.M. by President Giambruno.

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

Absent: George Spurr (excused).

District Personnel: Jamesina J. Scott, Ph.D., Manager and Research Director (via Teams), and Ms. Julie Manick, Office Manager.

Guests: Ms. Arcelia Herrera and Ms. Heather Jamison both with the SCI Consulting Group.

Citizen's Input: None.

Agenda Additions/Deletions: None.

Approve the Minutes of the March 11, 2026 Regular Meeting with a Correction to the Check Numbers to Include Checks 23982 - 24050, Making the Total Expenditures for March 2026 \$133,844.45

Mr. Nagy moved to approve the Board Minutes of March 11, 2026 with a correction to the check numbers to include checks 23982-24050 making the total expenditures for March \$133,844.45. Mr. Bostock seconded the motion. Motion carried unanimously.

Consideration of Consultant Services Agreement Renewal with SCI Consulting Group for Benefit Assessment Services

Ms. Arcelia Herrera and Ms. Heather Jamison gave a Power Point Presentation regarding SCI Consulting Group and the services they provide to the District for the ongoing administration of the Benefit Assessment.

After a brief discussion, Mr. Lincoln made the motion to authorize the District Manager to renew the contract with SCI Consulting Group. Mr. Nagy seconded the motion. The motion passed with 3 votes in favor and 1 abstention.

Research Report

Dr. Scott reported on arbovirus activity. No West Nile virus (WNV) or other arbovirus activity has been reported in Lake County in 2026.

A sample of mosquitoes near the Salton Sea in eastern Riverside County was positive for St. Louis encephalitis virus. A dead crow collected in March from the city of San Diego was positive for West Nile virus. No other arboviral activity has been reported in California or the rest of the United States in 2026.

Dr. Scott reported on adult biting fly activity. The New Jersey light trap (NJLT) set near Borax Lake in Clearlake collected 31 female *Culex tarsalis* and 36 female *Culiseta inornata*. In addition, the NJLT set in Upper Lake collected 59 female *Culiseta inornata* and 55 female *Culex tarsalis* as well. The CO₂ trap in Clearlake Oaks collected 6,966 female *Culicoides sonorensis*, while there were 35 female *C. sonorensis* in the Upper Lake CO₂ trap. The NJLT set in Clearlake collected 313 female and 138 male *Culicoides occidentalis*.

Dr. Scott reported on tick testing. Eight *Ixodes pacificus* ticks have been submitted to the Sonoma County Public Health Laboratory for testing for *Borrelia burgdorferi* (the causative agent for Lyme disease). Seven of the samples were negative and results are pending for the most recent sample.

Dr. Scott reported on Clear Lake Gnat, Chironominae, and Tanypodinae Surveillance in Clear Lake. In March, the number of *Chaoborus astictopus* (Clear Lake Gnat) increased from 0.11 larvae per dredge in February to 0.14 larvae per dredge in the Upper Arm of Clear Lake. Chironominae numbers decreased from 28.36 larvae per dredge in February to 26.46 larvae per dredge in March. The average number of Tanypodinae collected decreased from 2.79 larvae per dredge in February to 1.71 larvae per dredge in March.

Operation Report

During the month of March, no rainfall was recorded at the District, which is extremely unusual for this month. The cumulative total for this precipitation year remains at 18.72 inches of rain, which is 80% of the average rainfall.

On March 1, the level of Clear Lake was 6.10 feet on the Rumsey Gauge. The lake level rose through March 3, peaking at 8.09 feet; then it declined through March 11 to 7.60 feet and remained nearly level, ending the month at 7.59 feet on March 31.

The District made both airplane and drone treatments for *Aedes increpitus* (snowmelt mosquito) larvae in the lake-associated wetlands. On March 2, the District made an aerial application of VectoBac GS granules to 597.6 acres of marshlands adjacent to the lake between Clear Lake State Park and Lakeport, parts of Anderson Marsh State Park, a small section east of Clearlake Oaks, and a small area near Bridge Arbor South in North Lakeport. On March 5 and 6, the District received a helping hand from the Placer Mosquito and Vector Control District; their technicians used their application drone to apply VectoPrime FG granules across 112 acres of standing water mapped out by LCVCD's techs. This targeted application reduces the spring emergence of *Ae. increpitus* mosquitoes. The drone was specifically used to reach areas inaccessible to the district's plane.

Additional larvicide applications were made by hand and by backpack. Also, due to the warm weather, the technicians began making ultra-low volume (ULV) applications for adult mosquito control in March.

On March 12, Vector Biologist Ms. Michelle Meighan and Entomologist Ms. Jessi Edmiston attended the Tick-borne Disease Working Group Annual Meeting at UC Davis.

On March 2, Entomologist Jessi Edmiston and Research Entomologist Chip Markwardt visited Shade Canyon School in Kelseyville for an outreach and education event. They spoke with approximately 40 students in pre- through 4th grade about mosquitoes, mosquitofish, insects in our collections, and the walking sticks.

On March 4, Vector Biologist Michelle Meighan, Entomologist Jessi Edmiston, joined former District Entomologist Brittany Nelms to give a presentation and activity table event to the Homeschool Group at Grace Church, Kelseyville. This event served about 30 students, mostly between 3rd and 6th grades, and their parents.

On March 20, the District had a booth at the Reach Higher Day in the Marge Alakszay Center (MAC) at the Lakeport Unified School District. Between 600 – 700 students participated in the event, and about 100 spent time talking with our staff.

Four employees, District Manager and Research Director, Jamesina Scott, Vector Biologist Michelle Meighan, Entomologist Jessi Edmiston, and Research Entomologist Chip Markwardt, attended the American Mosquito

Control Association (AMCA) Annual Conference in Portland, Oregon. Chip Markwardt was invited to speak in the Biting Midges—Current Knowledge and Research Needs Symposium, which featured researchers who were awarded funds through the AMCA *Culicoides* Fund.

The District's Conference Room was used by the Lake County Health Department on March 19. They greatly appreciated the use of the space. The District's Seasonal Lab positions were advertised in March; 245 applications were received. We expect to interview the top candidates this month.

Dr. Scott is continuing to meet with the District's Labor Negotiator, Austris Rungis of Industrial Employers Distributors Association (IEDA), as they prepare for the Memorandum of Understanding (MOU) negotiations that are expected to begin.

Dr. Scott attended the Employer Risk Management Authority (ERMA) annual workshop and Board of Directors in Napa, California.

Dr. Scott along with Vector Biologist Michelle Meighan plan to attend the Pacific Southwest Center of Excellence in Vector-Borne Diseases (PacVec) and Rockies and High Plains Vector-Borne Diseases Center (RaHP VEC) Joint Annual Meeting in Salt Lake City, Utah in April.

Consideration of Nomination for Alternate Trustee Representative on the Vector Control Joint Powers Agency (VCJPA) Board of Directors.

There were no nominations and no other actions were taken on this item.

Approve Budget Transfers

After some discussion, Mr. Nagy moved to approve the budget transfer from 796.62.71 Equipment - Office in the amount of \$30,000.00, to 796.23.80 Professional & Specialized Services. Mr. Bostock seconded the motion. Motion carried unanimously.

Approval of Checks for April 2026

Mr. Nagy moved to approve Check Nos. 24051-24117 for the month of April 2026 in the amount of \$142,137.87. Mr. Lincoln seconded the motion. The motion carried unanimously.

Other Business

None.

Announcement of the Next Board Meeting

The next regular meeting of the Board of Trustees of the Lake County Vector Control District will be at 1:30 P.M. on May 13, 2026 in the LCVCD Board Room, 410 Esplanade, Lakeport, CA 95453.

Adjourn Regular Meeting

Mr. Nagy moved to adjourn the meeting. Mr. Lincoln seconded the motion. There being no other business to discuss, the meeting was adjourned by President Giambruno at 2:37 PM.

Respectfully submitted,

Ronald Nagy
Secretary

CITY OF CLEARLAKE

City Council



STAFF REPORT	
SUBJECT: Consideration of Professional Services Contract for Annexation, Sphere of Influence Updates and Detachment Applications	MEETING DATE: May 21, 2026
SUBMITTED BY: Alan D. Flora, City Manager	
PURPOSE OF REPORT: <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to approve a contract for professional services related to preparation of annexation and detachment applications.

BACKGROUND/DISCUSSION:

On March 19, 2026 the Council held a workshop related to potential annexation options and at that time directed staff to begin working on an application to Lake Local Agency Formation Commission (LAFCO). Additionally on May 7, 2026 the Council directed staff to begin working on an application to detach the Southeast Regional Sewer System from the Lake County Sanitation District.

Back in March staff began work to identify contractors to complete this work. The first contractor decided to not take on additional work due to a transition to retirement. We found two other contractors interested in the work and submitting proposals. The first was VVH Consulting Engineering proposed a fee of \$142,000. Second was a proposal from California Engineering Company (CEC) and Element Land Solutions for \$87,967.

OPTIONS:

1. Approve the Contract and Authorize the City Manager to Sign a contract with CEC and Element Land Solutions in the amount of \$87,967.
2. Other Direction to Staff.

FISCAL IMPACT:

None \$87,967 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: Economic Development
- Goal #2: Public Facilities and Infrastructure
- Goal #3: Celebrate Clearlake
- Goal #4: Clean
- Goal #5: Fiscal Sustainability
- Goal #6: Safe

SUGGESTED MOTIONS:

Direct Staff to Implement Enclosed/Recommended Options.

- Attachments:**
 1. CEC/Element Land Solutions Proposal
 2. VVH Engineering Proposal



CIVIL ENGINEERING
LAND SURVEYING
FUNDING PROCUREMENT
CONSTRUCTION ADMINISTRATION
www.cecusa.net

Main Office
1110 Civic Center Blvd., Suite 404
Yuba City, CA 95993
(530) 751-0952

May 12, 2026

City of Clearlake
Trystan Hayes and Alan Flora
14050 Olympic Drive
Clearlake Ca. 95422

Subject: Proposal # 26-856

Dear Trystan and Alan:

Clearlake Annexation, Detachments, and Sphere of Influence, Southeast Regional Wastewater System Detachment

Element Land Solutions and CEC have teamed up to provide a work scope whereby we team with the City Staff to produce an Annexation Submittal, Detachment and Sphere of Influence documents to the Local Agency Formation Commission for consideration. This work includes the detachment of the Southeast Regional Wastewater System, from the Lake County Sanitation District. The ELS and CEC Team are in process of completing a similar project currently for the City of Colusa on 542 Acres working with the same LAFCO staff, Larkyn Feiler. Below is a brief work scope and fee proposal for your consideration to get the project to a complete LAFCO submittal.

It's our understanding and based on the "Draft Annexation Area Map" provided, the city desires to annex approximately 1331 acres, detach 1491 acres, and establish a sphere of influence increase of approximately 637 acres, and file an application with LAFCO for detachment of the Southeast Regional Wastewater System from the Lake County Sanitation District. Our team will assist and keep the project on track, and the City will lead the effort as the lead agency for submittal to LAFCO.

Below please find our work scope and cost proposal to provide technical services to the City to get this application to the LAFCO agency for consideration.

If you have any questions I can clarify please do not hesitate to call me.

Sincerely,

A handwritten signature in blue ink, appearing to read 'David Swartz', is written over a light blue horizontal line.

David Swartz, PE, PLS, QSD
CEO CEC Inc.

City of Clearlake Annexation/Detachment/SOI/Southeast Regional Work Scope

Survey Base Drawing

- a.) CEC/ELS Team will research Lake County record maps, surveys, deeds and **Client-supplied preliminary title reports** for the affected properties.
- b.) CEC/ELS TEAM will prepare a base drawing in CAD from available record information for the territory being annexed, detached and included in the SOI.
The base map will include assessed parcels, streets, highways, railroads, streams, canals, water boundaries and other important physical features. This scope of work assumes that these features will be provided from available County GIS shape files to supplement the survey base drawing data.
- c.) CEC/ELS TEAM will establish the retrace the boundaries of the existing City limits and SOI limits from available City and LAFCO documentation.
- d.) Deliverables
Survey Base Drawing in PDF

Legal Descriptions, Maps and LAFCO Application

- a.) Utilizing the survey base drawing prepared above, the CEC/ELS TEAM will prepare geographic descriptions of the project area boundaries. The scope of work assumes 9 individual areas will be described: 4 detachment areas, 1 annexation area and 4 SOI areas.
- b.) We will prepare 18"x26" maps to satisfy the requirements of LAFCO and the State Board of Equalization.
Maps will show exterior boundaries, dimensions, north arrow, scale and vicinity map.
Maps will include net and gross acreage.
Maps will show roadways, highways, canals and other important information.
Maps will include assessor's parcels and tax area codes.
The legal descriptions are to describe the boundaries by metes and bounds and shall contain sufficient reference information to be retraceable without the need for additional reference documents.
Prepare map closures for each of the areas.
Submit signed legal descriptions and maps to the Client for review.
Prepare LAFCO Application with CEC/ELS TEAM prepared mapping documentation. Any environmental compliance, plan for services and tax exchange documentation is to be provided by the Client and/or others.
- c.) Deliverables
Maps and Legal Descriptions for the 9 areas.
LAFCO Annexation Application

Agency Coordination and Processing

Conduct Regularly scheduled meetings with City Staff for updates and directions and keep a tracking schedule.

Attendance at pre-application conference if requested.

Coordination with the City staff/representatives for LAFCO documentation needed for application.

Revisions to the mapping documents as requested by the Client and/or LAFCO.

Coordination with LAFCO for submittal requirements.

Coordination with other sub-consultants working on the project.

Meetings and Client Directed Services

Prepare for and attend additional meetings at the request of the Client.

Preparation of supplemental exhibits.

Coordination with additional consultants, contractors, or other project stakeholders.

Cost Proposal:

Below is our cost proposal to perform the above outlined work scope which gets the annexation/detachment/sphere to the initial LAFCO submittal. Beyond the initial submittal it's to speculative to know a scope of work that could be derived from comments and ongoing work to complete the annexation work.

Task Number	Work Scope Task- Budget Work Sheet - City of Clearlake Annexation, Detachment, Sphere of Influence - Submittal to LAFCO	BUDGET
	Job No.	BUDGET
1	Kickoff meeting (s) city, LAFCO, Others	\$3,112.00
2	Coordination Meetings Through LAFCO Submittal	\$8,735.00
3	Survey Base Drawings for Annexation and Detachments Per Board of Equalization Requirements and Shere of Influence	\$25,585.00
4	Legal Descriptions and Mapping for Annexation and Detachments	\$22,080.00
5	LAFCO Application - Excluding Environmental Documents, plan for services etc.. to be provided by City	\$28,455.00
	Subtotal:	\$87,967.00



430 Tenth Street
Modesto, CA 95354
Tel.: 209.568.4477
Fax: 209.568.4478

April 27, 2026

VIA EMAIL

Ms. Trystan Hayes
Public Works Construction Project Manager
City of Clearlake
14050 Olympic Dr.
Clearlake, CA 95422

Reference: Proposal for Annexation Application

Dear Trystan,

As per your request, VVH Consulting Engineers (VVHCE) is pleased to offer this proposal to the City of Clearlake (City, Client) for professional services for land surveying for the proposed Annexation Area (Project).

1.0 INTRODUCTION

VVHCE is in receipt of the “Draft Annexation Area 3-18-2026” exhibit provided by the Client. It is our understanding that the City is seeking to annex approx. 1,331 acres, detach approx. 1,491 acres and establish a Sphere of Influence of approx. 637 acres. This scope of work anticipates that the City will be the lead agency in the application to Lake County LAFCO and that the application will be by resolution.

Section 2.0 includes a description of tasks that will be completed in support of the Project.

2.0 SCOPE OF WORK

2.1 Survey Base Drawing

VVHCE’s work will include the following:

- ❑ VVHCE project surveyor will research Lake County record maps, surveys deeds and Client-supplied preliminary title reports for the affected properties.
- ❑ VVHCE project surveyor will prepare a base drawing in CAD from available record information for the territory being annexed, detached and included in the SOI.
- ❑ The base map will include assessed parcels, streets highways, railroads, streams, canals, water boundaries and other important physical features. This scope of work assumes that these features will be provided from available County GIS shape files to supplement the survey base drawing data.
- ❑ VVHCE project surveyor will establish the boundaries of the existing City limits and SOI limits from available City and LAFCO documentation.

The deliverables for this portion of the work program will be:

- Survey Base Drawing in PDF

2.2 Legal Descriptions, Maps and LAFCO Application

VVHCE's work will include the following:

VVHCE work will include the following:

- Utilizing the survey base drawing prepared in Item 2.1, the VVHCE project surveyor will prepare geographic descriptions of the project area boundaries. The scope of work assumes 9 individual areas will be described: 4 detachment areas, 1 annexation area and 4 SOI areas.
- The 18"x26" maps will be prepared to satisfy the requirements of LAFCO and the State Board of Equalization to include the following.
 - Show the exterior boundaries
 - Dimensions, north arrow, scale and vicinity map
 - Net and gross acreage
 - Show roadways, highways, canals and other important information
 - Assessor's parcels
 - Tax area codes
- The legal descriptions are to describe the boundaries by metes and bounds and shall contain sufficient reference information to be retraced without the need for additional reference documents.
- Prepare map closures for each of the areas.
- Submit signed legal descriptions and maps to the Client for review.
- Prepare LAFCO Application with VVHCE prepared mapping documentation. Any environmental compliance, plan for services and tax exchange documentation is to be provided by the Client and/or others.

The deliverables for this portion of the work program will be:

- Maps and Legal Descriptions for the 9 areas.
- LAFCO Annexation Application

2.3 Agency Coordination and Processing

VVHCE's work will include the following:

- Attendance at pre-application conference if requested.
- Coordination with the City staff/representatives for LAFCO documentation needed for application.
- Revisions to the mapping documents as requested by the Client and/or LAFCO.
- Coordination with LAFCO for submittal requirements.
- Coordination with other sub-consultants working on the project.



2.4 Meetings and Client Directed Services

At the specific request of the Client, VVHCE will perform additional services in support of the project which are not specifically included in other task items.

Examples of VVHCE’s work under this task could include:

- Prepare for and attend additional meetings at the request of the Client.
- Preparation of supplemental exhibits
- Coordination with additional consultants, contractors, or other project stakeholders.

3.0 SCHEDULE OF FEES

VVH Consulting Engineers’ fees for the work noted in this proposal will be as follows.

Item	Description	Fee	Fee Type
2.1	Survey Base Drawing	\$35,000	FF
2.2	Legal Descriptions, Maps & LAFCO Application	\$82,000	FF
2.3	Agency Coordination and Processing	\$15,000	T&M
2.4	Meetings and Client Directed Services	\$10,000	T&M
Total Fee		\$142,000	

Fee types: **FF** = Fixed Fee
T&M = Time and Materials Estimated Budget. Total fees may be higher.

Unless otherwise indicated, the fees do not include Expenses (also referred to as Disbursements, Other Direct Costs, etc.). Refer to the Limitations and Conditions section of this proposal for information with respect to disbursements.

Time and Materials (T&M) tasks in the Schedule of Fees indicate an initial estimated fee, to be invoiced on a time and materials basis, for this portion of the work. This is not an upset fee (not a “not to exceed” fee). VVH Consulting Engineers’ invoices will show the current and cumulative billing amounts, so that it will be reasonably clear, as the project proceeds, whether this estimated fee amount will be adequate. If it appears that this fee will be exceeded, then VVH Consulting Engineers will confirm revised fees with the client prior to billing over the initial budget amount.

4.0 GENERAL LIMITATIONS AND CONDITIONS

In addition to any limitations and conditions noted in the other parts of this proposal, the following limitations and conditions apply to this work.

- 4.1 The offer to provide services, including the rates indicated in this proposal, expires if this proposal is not accepted by the Client within thirty (30) days after the date indicated near the top of the first page of this letter.
- 4.2 The fees in this proposal exclude all taxes, levies or duties that may be applied by a



Federal, State, County, or Municipal Government on fees for services.

- 4.3 This proposal is contingent on the Client executing VVH Consulting Engineers' standard Professional Services Agreement. If the Client proposes another contract for use, or requests alteration to the terms of VVH Consulting Engineers' form, the wording must be acceptable to VVH Consulting Engineers and the fees are subject to adjustment commensurate with any added risk imposed by such non-standard contract terms. VVH Consulting Engineers accepts no responsibility for delays caused by time required to negotiate contract terms.
- 4.4 Work to be completed on a lump sum (fixed fee) basis will be invoiced based on a percentage of work completed as determined by VVH Consulting Engineers. No breakdown of time expended will be shown on invoices or otherwise provided by VVH Consulting Engineers.
- 4.5 VVH Consulting Engineers does not guarantee that any Approving Authority will approve any portion of this project. Payment of VVH Consulting Engineers' fees is not contingent on receipt of approvals or the length of time required for the Approving Authority to grant approvals.
- 4.6 Unless specifically required in the contract documents or in this proposal, VVH Consulting Engineers has no obligation to deliver data files in electronic format ("Electronic Files"). VVH Consulting Engineers cannot guarantee the authenticity, integrity or completeness of Electronic Files. Client shall release, indemnify and hold VVH Consulting Engineers, its officers, employees, consultants and agents harmless from any claims or damages arising from the use of Electronic Files. Electronic files will not contain stamps or seals, remain the property of VVH Consulting Engineers, are not to be used for any purpose other than that for which they were transmitted, and are not to be retransmitted to a third party without VVH Consulting Engineers' written consent.
- 4.7 Payment of invoices shall not be subject to any discounts, backcharges, or set-offs by the Client, unless agreed to by VVH Consulting Engineers. Payment to VVH Consulting Engineers for services rendered and expenses incurred shall be due and payable regardless of any subsequent suspension or termination of this Agreement by either party.
- 4.8 Payment of all invoices is due on receipt. If full payment is not received within 30 calendar days of the invoice date, then all VVH Consulting Engineers work related to the project shall cease until payment arrangements are made that are acceptable to VVH Consulting Engineers.
- 4.9 The fees in this proposal exclude disbursement costs. Costs (plus 15 percent) for disbursements will be invoiced in addition to the fees noted. Disbursements may include, among other things, , printing and reproduction charges, postage and courier charges.
- 4.10 All electronic drawings provided to VVH Consulting Engineers by the Client or the Client's



consultants are to be in AutoCAD Version 2018 or newer file format.

- 4.11 The Client is responsible for payment of all government application, permitting, municipal fees, and all other fees.
- 4.12 Examples of items that are specifically excluded from this proposal include, but are not limited to:
- Aerial Survey and/or Photography
 - Agency Fees
 - Agency Permits
 - ALTA Survey
 - Architectural Services
 - Assessment Districts
 - Boundary Surveys
 - Construction Related Services
 - CEQA Documentation
 - Coordination with Dry Utility Providers
 - Design or Civil Engineering Services
 - Environmental Mitigation/Compliance
 - Field Surveying
 - Finance Districts
 - Flood Plain Issues
 - General Plan Amendment or Update
 - Lighting and Landscape Maintenance Districts
 - Local, State, and Federal Lobbying Efforts and/or Meetings
 - Lot Line Adjustment
 - Municipal Service Review
 - Parcel Map
 - Plan for Services
 - Property Tax Negotiation
 - Public Facility Fees
 - Public Noticing
 - Record of Survey
 - Reimbursement Agreements
 - Rezoning
 - Right-of-Way or Easement Acquisition
 - Topographic Surveys
 - Title Reports
 - Underground Utility Locating
 - Any Other Services Not Specifically Described in This Proposal.

VVH Consulting Engineers shall not be responsible for any costs associated with the above noted exclusions.

VVH Consulting Engineers is capable of providing most of these services. If the Client requests that VVH Consulting Engineers provide these services, VVH Consulting Engineers



will provide a proposal. If directed in writing by the Client to provide these services with less than five business days' notice before the work must be started, VVH Consulting Engineers will perform the work on a time and materials basis.

- 4.13 The tasks and fees in this proposal are not severable. If some items are not to be done by VVH Consulting Engineers, fee increases may be required.

We are prepared to commence work upon our receipt of a signed copy of the attached contract.

We trust that this proposal is in order. However, please do not hesitate to contact the undersigned if you have any questions.

Respectfully,

Respectfully,

VVH CONSULTING ENGINEERS

A handwritten signature in blue ink, appearing to read 'Ryan Vance'.

Ryan Vance, LS #8225
Principal
209.568.4477 Phone
209.480.5189 Cell
rvance@vvhce.com

Attachment: VVH Consulting Engineers Rate Sheet
VVH Consulting Engineers Standard Agreement

c. Michael Hayes, VVHCE

2026 MUNICIPAL FEE SCHEDULE

Effective January 1, 2026

Title / Position	Hourly Billing Rate
Principal	\$290.00
Senior Project Manager	\$235.00
Project Manager	\$210.00
Senior Civil Engineer	\$245.00
Civil Engineer	\$210.00
Senior Land Surveyor	\$245.00
Land Surveyor	\$210.00
Senior Designer	\$185.00
Designer	\$160.00
Drafter / CAD Technician	\$130.00
Administrative / Clerical	\$130.00
1-Person Survey Crew (Prevailing Wage Rate)	\$275.00
2-Person Survey Crew (Prevailing Wage Rate)	\$390.00
3-Person Survey Crew (Prevailing Wage Rate)	\$515.00
Investigative / Expert Witness / Professional Consultation*	\$790.00

* Fees for investigative services, expert witness, and professional consultation are generally not applicable to projects involving the preparation of plans or specifications for construction projects.

Expense Item	Billing Rate
Bond Plots, Black & White**	\$0.50 / sf
Bond Plots, Color**	\$1.00 / sf
Vellum Plots**	\$2.50 / sf
Mylar Plots**	\$5.00 / sf
U.S. Mail Transmittal	No Fee
FedEx, UPS, or Other Courier Transmittal	Cost + 15%
Vehicle Mileage (Excludes Survey Crews)	Current IRS Standard Rate + 15%

** Prints and plots in the ordinary course of our work are not billed. These fees are applicable to requested special reproduction services only and are not billed without prior agreement of Client when requesting services.

Project - Client: LAFCO Annexation Area – City of Clearlake hereafter referred to as the Project & Client, and VH Design Group, Inc. dba VVH Consulting Engineers, hereafter referred to as the Engineer, agree as follows:

1. **Engineer's Basic Services:** The Engineer's basic services and fees are as stated on the attached services agreement / proposal dated **April 27, 2026**.
 2. **Engineer's Additional Services:** The Engineer's additional services are all services rendered other than those specifically defined as basic services described above. They include but are not limited to, changes in design, whether at the request of the Client, Engineer's, Agency or Contractor's request upon prior approval by the Client, Engineer shall be paid as set forth in paragraph 3a, unless otherwise agreed in writing.
 3. **Compensation:**
 - a. See Attached 2024 Rate Sheet (if applicable)
- REIMBURSABLES**
- | | |
|--|-----------------|
| Travel, Subsistence & Misc. Expenses | cost + 15% |
| Permit Fees | cost + 15% |
| Outside Reproduction Services | cost + 15% |
| Overnight mail & Delivery | cost + 15% |
| Subcontracted Services | cost + 15% |
| Mileage | \$.54 per mile |
- b. Engineer's invoices which are in excess of any Client retainers are due within 30 (thirty) days from invoice date. A late charge of 1.5% per month shall be charged for invoice(s) not paid within 30 (thirty) days from invoice date. If invoice(s) become past due over 60 (sixty) days, from invoice date, Engineer shall have the unilateral and unequivocal right to suspend performance of services under this agreement and withhold its instruments of service without liability for delay or for consequential or other damages which may result therefrom.
 - c. No deductions shall be made from Engineer's compensation on account of penalties, liquidated damages, or other sums withheld from payments to contractors, or on account of the cost of changes in construction other than those for which the Engineer has been found legally liable.
 - d. If all or a portion of the project designed by the Engineer hereunder is abandoned or suspended or is not completed, Engineer nevertheless shall be paid for all work performed prior to written notification by Client of such abandonment or suspension or non-completion; this payment is to include all reimbursable costs accrued to that point in time. Payment of Engineer is not in any way conditioned upon the use or incorporation of Engineer's designs into the project or project approval by governing agencies (i.e. Local Planning or Building Departments).
 - e. Client acknowledges that in the event Client fails to pay Engineer in full for services rendered upon completion of the project, Engineer has the right to any lien rights it may have pursuant to all applicable provisions of the law.
 - f. Client may terminate this Agreement with seven days prior written notice to Engineer for convenience or cause. Engineer may terminate the Agreement for cause with seven days prior written notice to Client.
4. **Use of Electronic Media:** Copies of documents that may be relied upon by Client are limited to the printed copies (also known as hard copies) that are signed or sealed by Engineer. Files in electronic media format or text, data, graphic or other types that are furnished by Engineer to Client are only for convenience of Client. Any conclusions or information obtained or derived from such electronic files will be at the user's sole risk. When transferring documents in electronic media format, Engineer makes no representations as to long-term compatibility, usability, or readability of documents resulting from the use of software application packages, operating systems or computer hardware differing from those in use by Engineer at the beginning of this assignment.
 5. **Limitation of Liability:** The Engineer shall be responsible only for its own performance and work product and shall not be responsible for any and all delays, damages or costs to the extent they are caused by others, including but not limited to the Client or its design consultants, contractors or material suppliers. In recognition and equitable allocation of the relative risks and benefits of the project, the Client agrees to limit the liability of Engineer and its owners, officers, directors, employees, agents, and sub-consultants to the Client for Engineer's negligent acts, errors or omissions, such that the aggregate liability of the Engineer and its sub-consultants to the Client shall not exceed the total fees for services rendered by the Engineer and its sub-consultants, in the aggregate, on the Project.
 6. **Specification of Materials:** The Client understands and agrees that products or materials which are permissible under current building codes and ordinances may, at some future date, be banned or limited in use in the construction industry because of presently unknown hazardous characteristics. The Client agrees that if any such product or material specified for this project shall, at any future date, be suspected or discovered to be a health or safety hazard, then the Client agrees to waive all claims against the Engineer, and to indemnify and hold them harmless from any damage, liability or cost, including reasonable attorney's fees, arising in any way from the specification or use of any such product or material, excepting only those damages, liabilities or costs attributed to the sole negligence or willful misconduct of the Engineer.
 7. **Construction Observation:** It should be understood that construction observation is strongly advised in order to minimize problems during construction due to changed conditions, conditions not previously known, conflicts among trades, errors or omissions by Contractors, designers or suppliers or others. Should the Engineer not be retained to review construction, or should review of construction be unduly restricted, the Client agrees to waive all claims against the Engineer, and to indemnify and hold the Engineer harmless from any damage, liability or cost, including reasonable attorney's fees, to the extent allowable by law, and resulting in any way from problems during or after construction that allegedly result from work by the Engineer. In such case, time expended by the Engineer to resolve problems will be billed as additional services.

8. **Indemnity:** Engineer will indemnify, defend and hold harmless Client and Client's principals and employees to the extent of Engineer's fault and/or liabilities that were caused by Engineer's sole negligence in the performance of the services called for by this Agreement. Section G, Item 9.
9. **Ownership of Documents:** All documents prepared or furnished by Engineer pursuant to this Agreement are instruments of Engineer's professional service, and Engineer shall retain an ownership and property interest therein. Engineer grants client a license to use instruments of Engineer's professional service for the purpose of constructing, occupying and maintaining the Project. Reuse or modification of any such documents by Client, without Engineer's written permission, shall be at Client's sole risk, and Client agrees to indemnify and hold Engineer harmless from all claims, damages and expenses, including attorney's fees, arising out of such reuse by Client or by other acting through Client.
10. **Mediation Requirement:** Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to the filing of a lawsuit or demand for arbitration. The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the County where the Project is located unless another location is mutually agreed upon by the parties. Any agreements reached in the mediation shall be enforceable as a settlement agreement in any court having jurisdiction thereof. A demand for mediation shall be made within a reasonable period of time after the claim; dispute or other matter in question has arisen. In no event shall the demand for mediation be made after the date when institution of legal or equitable proceedings based on such a claim, dispute or other matter in question would be barred by the applicable statute of limitations.
11. **Standards of Practice:** It is understood and agreed that the nature of the design process is such that the plans, specifications and other documentation prepared by the Engineer/Engineer under this Agreement will inevitably contain ambiguities requiring clarification and/or correction during construction. Not only is the production of perfect documents an impossibility, but some design decisions are more efficiently deferred, for the benefit of the Client, to a point during construction at which they can be made in light of a clear understanding of actual field conditions.
12. **Opinions of Cost:** When included in Engineer's scope of services, opinions or estimates of probable construction cost are prepared on the basis of Engineer's experience and qualifications and represent Engineer's judgment as a professional generally familiar with the industry. However, since Engineer has no control over the cost of labor, materials, equipment or services furnished by others, over contractor's methods of determining prices, or over competitive bidding or market conditions, Engineer cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from Engineer's opinions or estimates of probable construction cost.
13. **Successors and Assignments:** The Client and the Engineer each binds himself, his partners, successors, legal representative, and assigns to the other party in this agreement. Neither the Client nor the Engineer shall assign or transfer his interest in this agreement without the written consent of the other.
14. **Force Majeure:** Neither party shall be deemed in default of the Agreement to the extent that any delay or failure in the performance of its obligations results from any cause beyond its reasonable control and without its negligence.

CLIENT APPROVAL		
Approved _____	Title _____	Date <u> / / </u>

VVH CONSULTING ENGINEERS APPROVAL	
Approved _____	Date <u> / / </u>
RYAN VANCE, LS #8225 - PRINCIPAL	

CITY OF CLEARLAKE

City Council



STAFF REPORT	
SUBJECT: Award of Contract for the Dam Rd Roundabout Project	MEETING DATE: May 21, 2026
SUBMITTED BY: Trystan Hayes, Construction Project Manager	
PURPOSE OF REPORT: <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to approve a contract for the Dam Rd Roundabout Project and authorize the City Manager to approve up to 10% for additional unforeseen contract amendments.

BACKGROUND/DISCUSSION:

The City solicited proposals for Dam Rd Roundabout Project via OpenGov on March 13, 2026. Improvements include roundabout installed at the intersection of Dam Rd and Dam Rd Ext to improve traffic and pedestrian safety. The City opened bids on May 7, 2026. The following bids were submitted:

- 1. Ghilotti Construction - \$2,698,550.69
- 2. Granite Construction - \$2,869,342.00
- 3. Argonaut Constructors - \$3,107,025.50

The City would like to award the contract to the lowest responsible bidder, Ghilotti Construction.

OPTIONS:

- 1. Move to approve the contract with Ghilotti Construction in the amount of \$2,698,550.69 and authorize the City Manager to approve up to 10% for additional unforeseen contract amendments.
- 2. Other direction

FISCAL IMPACT:

None \$2,698,550.69 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: LLP & CDBG Grants

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:

Authorize City Manager to enter into a contract with Ghilotti Construction in the amount of \$2,698,550.69 for the Dam Rd Roundabout Project and authorize the City Manager to approve up to 10% for additional unforeseen contract amendments.

Attachments:

CITY OF CLEARLAKE

City Council



STAFF REPORT	
SUBJECT: Consideration of Resolution 2026-16 Adopting a Vision Zero Framework	MEETING DATE: May 21, 2026
SUBMITTED BY: Adeline Leyba, Public Works Director	
PURPOSE OF REPORT: <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to adopt Resolution 2026-16 establishing a Vision Zero framework to guide future traffic safety planning and investment.

BACKGROUND/DISCUSSION:

Vision Zero is a traffic safety strategy that recognizes that traffic fatalities and serious injuries are preventable. The Vision Zero framework emphasizes that responsibility for roadway safety is shared among roadway designers, policymakers, enforcement agencies, emergency responders, and road users. The framework prioritizes proactive safety measures that reduce the likelihood and severity of traffic collisions. Vision Zero has since been adopted by communities throughout the United States as a comprehensive approach to roadway safety.

The city continues to experience roadway safety concerns involving speeding, distracted driving, pedestrian conflicts, bicyclist safety, and aging infrastructure. Adoption of a Vision Zero framework would establish a policy direction focused on improving transportation safety for all users, including pedestrians, bicyclists, motorists, seniors, children, and persons with disabilities.

The adoption of the Resolution does not commit the City to immediate expenditures but rather establishes a policy framework that will guide future planning efforts and funding opportunities. Many state and federal transportation grant programs prioritize agencies that have formally adopted roadway safety initiatives such as Vision Zero.

OPTIONS:

1. Move to adopt Resolution 2026-16.
2. Other direction

FISCAL IMPACT:

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

Comments:

STRATEGIC PLAN IMPACT:

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

SUGGESTED MOTIONS: Adopt Resolution 2026-16 establishing a Vision Zero framework

Attachments: Resolution 2026-16

RESOLUTION NO. 2026-16

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLEARLAKE ADOPTING A

WHEREAS, traffic fatalities and serious injuries are preventable, and the City of Clearlake is committed to improving safety for all roadway users, including pedestrians, bicyclists, and motorists; and

WHEREAS, the City has made ongoing investments in transportation safety through implementation of its Active Transportation Plan, Local Road Safety Plan, and various capital improvement projects; and

WHEREAS, the Vision Zero framework represents a data-driven, systems-based approach to traffic safety that focuses on reducing fatal and serious injury collisions through roadway design, policy, education, and enforcement; and

WHEREAS, the State of California and federal transportation agencies are increasingly advancing a “Safe System” approach to roadway safety, which aligns with Vision Zero principles and emphasizes designing transportation systems that anticipate human error and reduce crash severity; and

WHEREAS, while adoption of a Vision Zero policy is not currently mandated by Caltrans or other regulatory agencies, it has become an increasingly important and widely recognized framework for demonstrating alignment with state and federal safety priorities; and

WHEREAS, adoption of a Vision Zero framework strengthens the City’s ability to compete for critical transportation funding opportunities, including but not limited to the Highway Safety Improvement Program (HSIP), Active Transportation Program (ATP), and Safe Streets and Roads for All (SS4A), which are essential to advancing the City’s capital improvement goals; and

WHEREAS, the City recognizes that leveraging state and federal funding is vital to the implementation of roadway, pedestrian, and infrastructure improvements that would otherwise be difficult to achieve with local resources alone; and

WHEREAS, adoption of a Vision Zero framework will provide clear policy direction to guide future transportation planning, project prioritization, and investment decisions in a manner that enhances safety and supports long-term infrastructure funding strategies;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Clearlake hereby adopts a Vision Zero policy framework and establishes the following goal:

The City of Clearlake is committed to a future where no one loses their life or suffers

serious injury on our roadways. The City hereby adopts a Vision Zero goal to eliminate traffic fatalities and serious injuries, with an interim goal of reducing such incidents by 50 percent by the year 2035.

THEREFORE, BE IT FURTHER RESOLVED, that this Vision Zero policy framework shall guide future transportation planning, capital improvement prioritization, and pursuit of state and federal funding opportunities; and

THEREFORE, BE IT FURTHER RESOLVED, that the City Council directs staff to continue integrating Vision Zero principles into existing plans, programs, and projects in a manner that is scalable and appropriate for a city of Clearlake’s size and resources.

The foregoing Resolution was passed and adopted at a regular meeting of the City Council on the 21st day of May, 2026, by the following vote:

AYES:

NOES:

ABSTAINING:

ABSENT:

DIRK SLOOTEN, Mayor

ATTEST:
