



## CITY COUNCIL REGULAR MEETING

Clearlake City Hall Council Chambers

14050 Olympic Dr, Clearlake, CA

Thursday, April 03, 2025

Regular Meeting 6:00 PM

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

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### AGENDA

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

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

## AMERICANS WITH DISABILITY ACT (ADA) REQUESTS

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

### AGENDA REPORTS

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

### Zoom Link:

Join from PC, Mac, iPad, or Android:

<https://clearlakeca.zoom.us/j/82771053751?pwd=rY5wZxnxbF2NqFdx2bBXNTufV0EXla.1>

Passcode:715698

Phone one-tap:

+16694449171,,82771053751# US

Join via audio:

+1 669 444 9171 US

+1 646 931 3860 US

Webinar ID: 827 7105 3751

International numbers available: <https://clearlakeca.zoom.us/j/82771053751>

### 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 [mwanon@clearlake.ca.us](mailto:mwanson@clearlake.ca.us).*

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

**E. PRESENTATIONS**

- [1.](#) Presentation of a Proclamation Declaring April 2025 as Child Abuse Awareness Month
2. Presentation by North Coast Opportunities on the BUILD Program
3. Animal Control Annual Report Presentation by North Bay Animal Services.

**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.*

- [4.](#) Review of the 2024 Annual Housing Element Progress Report  
Recommend Action: Accept Report and File
- [5.](#) Warrants  
Recommended Action: Receive and file
- [6.](#) Continuation of Director of Emergency Services/City Manager Proclamation Declaring a Local Emergency for the Boyles Fire  
Recommended Action: Continue declaration of emergency
- [7.](#) Continuation of Director of Emergency Services/City Manager Proclamation Declaring a Local Emergency for Winter Storms  
Recommended Action: Continue declaration of emergency
- [8.](#) Authorization of Fee Structure Changes to the Special Events Applications  
Recommended Action: Authorize the City Manager to implement special event fees and deposits based on an hourly rate

**H. PUBLIC HEARING**

- 9. Discussion and Consideration of CDBG Storm Drain Master Plan and Close out (17-MIT-PPS-21005)

Recommended Action: Adopt Resolution 2025-14 and Authorize the City Manager to Submit the Closeout Package to the California Department of Housing and Community Development (HCD), Confirming Successful Project Completion and Financial Reconciliation.

**I. BUSINESS**

- 10. Consideration of First Reading of Ordinance No. 280-2025, An Ordinance of the City Council of the City of Clearlake Authorizing Bingo Games for Charitable Purposes Only

Recommended Action: Hold First Reading of the Ordinance, read it by title only, waive further reading and set second reading and adoption for the next Council meeting

**J. CITY MANAGER AND COUNCILMEMBER REPORTS**

**K. FUTURE AGENDA ITEMS**

**L. CLOSED SESSION**

(11) LIABILITY CLAIMS -Claimant Anthony Oldfield ; Agency Claimed Against : City of Clearlake (Govt Code §54961)

**M. ANNOUNCEMENT OF ACTION FROM CLOSED SESSION**

**N. ADJOURNMENT**

POSTED: March 31, 2025

BY:



Melissa Swanson, Administrative Services Director/City Clerk



## Child Abuse Prevention Month April 2025

WHEREAS, approximately three million children are reported abused and neglected in the United States each year; and its estimated that over 1,990 children died from abuse and neglect in a single year, **Five children die every day** from child abuse. **Sixty-Six (66.1%)** percent of all child fatalities were younger than **3 years old**. **81.8% of child fatalities** involve at least **one parent**. Of the children who died, **76.4% suffered child neglect**. Of the children who died, **42.1% suffered physical abuse** either exclusively or in combination with another maltreatment type.

WHEREAS, child abuse prevention is a community problem all citizens should become more aware of the effects of child abuse and its prevention, and finding solutions depends on the involvement of people throughout the community; and

WHEREAS, effective child abuse prevention programs succeed because of partnerships created among social service agencies, schools, religious and civic organizations, law enforcement agencies, the business community and supporting parents in raising their children in safe and nurturing environments; and

WHEREAS, current local initiatives to prevent child abuse include: Lake County Children's Council and Building Resilient Lake County a countywide collaboration that developed a Comprehensive Prevention Plan, ACES Overcomers and education on Adverse Childhood Experiences, the Nurturing Families Program, Abriendo Puertas, Positive Indian Parenting, Differential Response, RCS and LCOE Wrap Around Services, MotherWise, LCTH Home Visitation Program, County of Lake California Home Visiting Program, LFRC Family Empowerment, the Science of the Positive and so many more.

WHEREAS, events being held for the month of April this year are the Pinwheel Garden Challenge, Children's Festival and Advocacy Walk, Children's Memorial Flag child abuse information will be shared through different media for the month. Other events recognizing April as child abuse prevention will be taking place later throughout the year.

NOW, THEREFORE, the City Council of the City of Clearlake does hereby proclaim April 2025, as "Child Abuse Prevention Month" in Clearlake and calls upon its citizens, community agencies, religious organizations, medical facilities, and businesses to increase their participation in our efforts to prevent child abuse, thereby strengthening the community in which we live.

Dated this 3<sup>rd</sup> day of April, 2025

Russ Cremer, Mayor



City Council

STAFF REPORT	
<b>SUBJECT:</b> 2024 Annual Housing Element Progress Report	<b>MEETING DATE:</b> April 3 <sup>rd</sup> , 2025 6:00PM
<b>SUBMITTED BY:</b> Mark Roberts – Senior Planner	
<b>PURPOSE OF REPORT:</b> <input checked="" type="checkbox"/> Information only <input type="checkbox"/> Discussion <input type="checkbox"/> Action Item	

**WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:**

California Government Code Section 65400 requires the City Council to conduct public review of the Annual Progress Report (APR). The Annual Progress Report is required to be submitted to the Department of Housing/Community Development (HCD) by April 1 of each year. The City’s 2024 Annual Report (Attachment 1) has been submitted on March 26th, 2024, to the required agencies.

HCD considers the Annual Progress Report when considering potential grants. The 2024 Annual Progress Report provides an update on the City's progress in implementing the current General Plan/Housing Elements, including meeting our local housing needs and compliance with State Housing Elements. Below is a summary of the completed permits and those in progress.

- **Affordable Housing Developments Completed:**
  - Konocti Gardens – 102 Units
  - Oak Valley Villas – 80 Units
- **Single Family Residential Permits Completed:**
  - Single Family Dwellings: Seven (7)
  - Manufactured Homes: One (1)
  - Accessory Dwelling Units: Two (2)
- **Building Permits Progress:**
  - Single Family Dwellings: Ten (10)
  - Manufactured Homes: Two (2)
  - Accessory Dwelling Units: Two (2)

**SUGGESTED MOTIONS:**

- **Accept and File the 2024 Annual Progress Report**

**Attachments:** 1) 2024 Annual Housing Progress Report

**Please Start Here**

General Information	
Jurisdiction Name	Clearlake
Reporting Calendar Year	2024
Contact Information	
First Name	Mark
Last Name	Roberts
Title	Senior Planner
Email	mroberts@clearlake.ca.us
Phone	7079948201
Mailing Address	
Street Address	14050 Olympic Drive
City	Clearlake
Zipcode	95422

**Optional:** Click here to import last year's data. This is best used when the workbook is new and empty. You will be prompted to pick an old workbook to import from. Project and program data will be copied exactly how it was entered in last year's form and must be updated. If a project is no longer has any reportable activity, you may delete the project by selecting a cell in the row and typing ctrl + d.

[Click here to download APR Instructions](#)

Click here to add rows to a table. If you add too many rows, you may select a cell in the row you wish to remove and type ctrl + d.

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Jurisdiction	Clearlake
Reporting Year	2024 (Jan. 1 - Dec. 31)
Planning Period	6th Cycle 08/15/2019 - 08/15/2027

**ANNUAL ELEMENT PROGRESS REPORT**  
**Housing Element Implementation**

Note: "\*" indicates an optional field

Cells in grey contain auto-calculation formulas

**Table A**  
**Housing Development Applications Submitted**

Project Identifier					Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes							Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Density Bc Applica	
1					2	3	4	5							6	7	8	9	10
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Date Application Submitted (see instructions)	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total PROPOSED Units by Project	Total APPROVED Units by project	Total DISAPPROVED Units by Project	Please select state streamlining provision/s the application was submitted pursuant to.	Did the housing development application seek incentives or concessions pursuant to Government Code section 65915?
Summary Row: Start Data Entry Below								0	0	0	1	1	96	0	98	15	0		
041-184-290-000	041-184-470-000	16023 33RD AVE, Clearlake, CA 95422	Marcelo Calderon Hernandez	BLDG-24-249	SFD	O	7/8/2024	0	0	0	0	0	80	0	80	1	0	NONE	No
039-560-080-000	039-560-080-000	3930 OLD HIGHWAY 53	Konocli Gardens	2105036	5+	R	5/19/2021	80	0	0	0	0	0	0	80	102	0	NONE	No
041-094-560-000	041-094-560-000	4115 EUREKA AVE, Clearlake, CA 95422	David Stutsman	BLDG-24-12	ADU	O	1/14/2024	0	0	0	0	0	1	0	1	1	0	NONE	No
042-281-370-000	042-281-370-000	16254 20th Avenue, Clearlake, CA 95422	Jan Bezucha	BLDG-24-91	MH	O	7/24/2024	0	0	0	1	0	1	0	2	1	0	NONE	No
037-082-180-000	037-082-180-000	11728 CALAVERAS DR, Clearlake, CA 95422	Edward Tuihalangie	BLDG-24-102	SFD	O	1/12/2024	0	0	0	0	0	1	0	1	1	0	NONE	No
039-392-360-000	039-392-600-000	3843 CEDAR AVE CLEARLAKE CA 95422	Jose Rodriguez	BLDG-24-132	SFD	O	4/7/2024	0	0	0	0	0	1	0	1	1	0	NONE	No
010-026-44	010-026-44	14795 Burns Valley Road	Oak Valley Villas	2106020	5+	R	6/15/2021	102	0	0	0	0	1	0	103	80	0	NONE	No
037-112-36	037-1112-36	3885 Palomar Dr, Clearlake, CA	Joe Shrum	BLDG 24-130	SFD	O	9/3/2024	0	0	0	0	0	1	0	1	1	0	NONE	No
042-254-40	042-254-40	16371 32ND Avenue, Clearlake, CA 95422	Samuel Juarez	BLDG 24-113	ADU	O	9/3/2024	0	0	0	0	0	1	0	1	1	0	NONE	No
010-040-18	010-040-18	3180dENTON Lane, Clearlake, CA 95422	rich Cline	BLDG 24-158	SFD	O	4/30/2024	0	0	0	0	0	1	0	1	1	0	NONE	No
041-051-57	041-051-57	4225 Snook Avenue, Clearlake, CA 95451	Jerry Rickert	BLDG 24-296	SFD	O	8/4/2024	0	0	0	0	0	1	0	1	1	0	NONE	No
039-191-14	039-191-14	3665 CottonWood Street, Clearlake, CA 95422	Casimiro Chavex	BLDG 24-257	SFD	R	7/10/2024	0	0	0	0	0	1	0	1	1	0	NONE	No
039-402-396	039-402-39	3944 Pine Avenue, Clearlake, CA 95422	Eric Torbet	BLDG 24-202	SFD	O	5/31/2024	0	0	0	0	0	1	0	1	1	0	NONE	No
041-416-07	041-416-07	15751 29th Avenue, Clearlake, CA 95422	Gary Daul	BLDG 24-199	MH	O	5/29/2024	0	0	0	0	0	1	0	1	1	0	NONE	No



Section G, Item 4.

042-184-16	042-184-16	16038 24TH AVENUE, CLEARLAKE, CA 95422	Rich Abbot	BLDG 24-265	SFD	O	7/18/2024	0	0	0	0	0	0	0	1	0	1	1	0	NONE	No
040-034-29	040-034-29	3791 Robinson Avenue, Clearlake, CA 95422	Lilian Cuen	BLDG 24-80	MH	O	3/4/2024	0	0	0	0	0	0	0	1	0	1	1	0	NONE	No
037-082-36	037-082-36	11728 Calaveras Dr, Clearlake, CA 95422	Stonewater Inc	BLDG 24-113	SFD	O	1/16/2024	0	0	0	0	0	0	0	1	0	1	1	0	NONE	No
037-221-37	037-221-37	12172 Lakeshore Drive	William Freeman	BLDG 24-218	SFD	O	6/11/2024	0	0	0	0	0	0	0	1	0	1	0	0	NONE	No
039-113-09	039-113-09	13917 Morgan Avenue	Carmen Cortez	BLDG 24-236	SFD	O	6/22/2024	0	0	0	0	0	0	0	1	0	1	0	0	NONE	No
042-254-40	042-254-40	16371 3rd Avenue	Nasta Jauetz	BLDG 34-113	ADU	O	9/3/2024	0	0	0	0	0	1	0	0	0	1	0	0	NONE	No
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<b>Jurisdiction</b>	Clearlake	
<b>Reporting Year</b>	2024	(Jan. 1 - Dec. 31)
<b>Housing Element Planning Period</b>	6th Cycle	08/15/2019 - 08/15/2027

<b>Building Permits Issued by Affordability Summary</b>		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	11
Above Moderate		0
<b>Total Units</b>		<b>11</b>

Note: Units serving extremely low-income households are included in the very low-income

Units by Structure Type	Entitled	Permitted	Completed
Single-family Attached	0	0	0
Single-family Detached	7	7	2
2 to 4 units per structure	0	0	0
5+ units per structure	102	0	1
Accessory Dwelling Unit	2	2	1
Mobile/Manufactured Home	2	2	1
<b>Total</b>	<b>113</b>	<b>11</b>	<b>5</b>

Infill Housing Developments and Infill Units Permitted	# of Projects	Units
Indicated as Infill	0	0
Not Indicated as Infill	11	11

<b>Housing Applications Summary</b>	
Total Housing Applications Submitted:	18
Number of Proposed Units in All Applications Received:	98
Total Housing Units Approved:	15
Total Housing Units Disapproved:	0

<b>Use of SB 423 Streamlining Provisions - Applications</b>	
Number of SB 423 Streamlining Applications	0
Number of SB 423 Streamlining Applications Approved	0

<b>Units Constructed - SB 423 Streamlining Permits</b>			
Income	Rental	Ownership	Total
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>

Streamlining Provisions Used - Permitted Units	# of Projects	Units
SB 9 (2021) - Duplex in SF Zone	0	0
SB 9 (2021) - Residential Lot Split	0	0
AB 2011 (2022)	0	0
SB 6 (2022)	0	0
SB 423 (2023)	0	0

Ministerial and Discretionary Applications	# of	Units
Ministerial	18	98
Discretionary	0	0

<b>Density Bonus Applications and Units Permitted</b>	
Number of Applications Submitted Requesting a Density Bonus	0
Number of Units in Applications Submitted Requesting a Density Bonus	0
Number of Projects Permitted with a Density Bonus	0
Number of Units in Projects Permitted with a Density Bonus	0

Housing Element Programs Implemented and Sites Rezoned	Count
Programs Implemented	39
Sites Rezoned to Accommodate the RHNA	0

Reporting Period: 1/1/2024 to 12/31/2024  
 Reporting Period: 1/1/2024 to 12/31/2024  
 Reporting Period: 1/1/2024 to 12/31/2024

**ANNUAL ELEMENT PROGRESS REPORT**  
Housing Element Implementation

Note: "X" indicates an achievement.  
 Note: "Y" indicates an achievement.

Annual Building Activity Report Summary - All Construction, Existing, New and Completed Units																																													
Project Identifier		Affordability by household income - Completed Construction										Affordability by household income - Building Permits										Affordability by household income - Certificate of Occupancy										Disseminating		Housing with Special Assistance or Other Restrictions		Housing without Special Assistance or Other Restrictions		Target or affordability or other restrictions		Development/Designated units		Diversity Bonus		Notes	
Project ID#	Current ID#	Brand Address	Project Name	LEED Accredited Tracking	Units Completed	Units Under Construction	Units Under Construction	Units Under Construction	Units Under Construction	Units Under Construction	Units Under Construction	Units Under Construction	Units Under Construction	Units Under Construction	Units Under Construction	Units Under Construction	Units Under Construction	Units Under Construction	Units Under Construction	Units Under Construction	Units Under Construction	Units Under Construction	Units Under Construction	Units Under Construction	Units Under Construction	Units Under Construction	Units Under Construction	Units Under Construction	Units Under Construction	Units Under Construction	Units Under Construction	Units Under Construction	Units Under Construction	Units Under Construction	Units Under Construction	Units Under Construction	Units Under Construction	Units Under Construction	Units Under Construction						
150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	150000-001	





Registration Information  
Reporting Period  
Budget

ANNUAL ELEMENT PROGRESS REPORT  
Housing Element Implementation

City of Monterey  
City of Monterey Housing Element Implementation

Large grid table for reporting progress on housing element implementation, with three shaded vertical columns.



Jurisdiction	Clearlake	
Reporting Year	2024	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	08/15/2019 - 08/15/2027

**ANNUAL ELEMENT PROGRESS REPORT  
Housing Element Implementation**

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.  
Please contact HCD if your data is different than the material supplied here

Table B														
Regional Housing Needs Allocation Progress														
Permitted Units Issued by Affordability														
		1	Projection Period	2									3	4
Income Level	RHNA Allocation by Income Level	Projection Period - 01/01/2019-08/14/2019	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total Units to Date (all years)	Total Remaining RHNA by Income Level	
Very Low	Deed Restricted	97	-	-	-	-	-	-	-	-	-	-	5	92
	Non-Deed Restricted		4	1	-	-	-	-	-	-	-	-		
Low	Deed Restricted	65	-	-	-	-	-	-	-	-	-	-	116	-
	Non-Deed Restricted		-	3	113	-	-	-	-	-	-	-		
Moderate	Deed Restricted	72	-	-	-	-	-	-	-	-	-	-	23	49
	Non-Deed Restricted		4	1	2	5	-	11	-	-	-	-		
Above Moderate		200	4	1	1	-	-	-	-	-	-	-	6	194
Total RHNA		434												
Total Units			12	3	6	118	-	-	11	-	-	-	150	335
Progress toward extremely low-income housing need, as determined pursuant to Government Code 65583(a)(1).														
		5		2019	2020	2021	2022	2023	2024	2025	2026	2027	6	7
	Extremely low-Income Need												Total Units to Date	Total Units Remaining
Extremely Low-Income Units*		49		-	-	-	-	-	-	-	-	-	-	49

\*Extremely low-income housing need determined pursuant to Government Code 65583(a)(1). Value in Section 5 is default value, assumed to be half of the very low-income RHNA. May be overwritten.

Please Note: Table B does not currently contain data from Table F or Table F2 for prior years. You may login to the APR system to see Table B that contains this data.

Note: units serving extremely low-income households are included in the very low-income RHNA progress and must be reported as very low-income units in section 7 of Table A2. They must also be reported in the extremely low-income category (section 13) in Table A2 to be counted as progress toward meeting the extremely low-income housing need determined pursuant to Government Code 65583(a)(1).

Please note: For the last year of the 5th cycle, Table B will only include units that were permitted during the portion of the year that was in the 5th cycle. For the first year of the 6th cycle, Table B will only include units that were permitted since the start of the planning period. Projection Period units are in a separate column.

Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at [apr@hcd.ca.gov](mailto:apr@hcd.ca.gov).

VLI Deed Restricted  
VLI Non Deed Restricted



Jurisdiction	Clearlake
Reporting Year	2024 (Jan. 1 - Dec. 31)
Planning Period	6th Cycle 08/15/2019 - 08/15/2027

**ANNUAL ELEMENT PROGRESS REPORT**  
**Housing Element Implementation**

Note: "+" indicates an optional field  
Cells in grey contain auto-calculation formulas

Table C Sites Identified or Rezoned to Accommodate Shortfall Housing Need and No Net-Loss Law																	
Project Identifier				Date of Rezone	RHNA Shortfall by Household Income Category				Rezone Type	Sites Description							
1				2	3				4	5	6	7	8		9	10	11
APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Date of Rezone	Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income	Rezone Type	Parcel Size (Acres)	General Plan Designation	Zoning	Minimum Density Allowed	Maximum Density Allowed	Realistic Capacity	Vacant/Nonvacant	Description of Existing Uses
Summary Row: Start Data Entry Below																	

# ANNUAL ELEMENT PROGRESS REPORT

## Housing Element Implementation

<b>Jurisdiction</b>	Clearlake		
<b>Reporting Year</b>	2024	(Jan. 1 - Dec. 31)	
<b>Table D</b>			
<b>Program Implementation Status pursuant to GC Section 65583</b>			
<b>Housing Programs Progress Report</b>			
Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
<b>Name of Program</b>	<b>Objective</b>	<b>Timeframe in H.E</b>	<b>Status of Program Implementation</b>
Program H1.1 Vacant Land Inventory 5th and 6th Cycle	The City will maintain an updated inventory of vacant residential parcels in the City. Information on these parcels will be available at City Hall for the public. The inventory will specify sites suitable for special needs housing, including emergency shelter and transitional housing. The Housing Resources section contains an inventory of vacant land sufficient to meet the City's RHNP allocation. In order to provide accurate information to prospective developers, particularly developers of low- and moderate-income housing, the City will maintain an updated inventory of vacant residential parcels within the City.	Timeframe: Updated in 2019 and annually updated thereafter with the Annual Housing Report in accordance with California Government Code Section 65400 and consistent with Housing Element Program H2.2.	Responsibility: Community Development Department. Funding: General Fund. Status: Completed and ongoing.

<p><b>Program H1.2 Publicly Owned Surplus Land Review 6th Cycle</b></p>	<p>The City shall identify publicly owned surplus land to determine its suitability for low-and very low-income households and to develop procedures for land swaps if sites more suitable for affordable workforce housing are identified. Surplus public lands that are found to be feasible for lower-income housing shall be considered for re-designation to an appropriate residential zoning designation.</p>	<p>Timeframe: Annual review concurrently with the Annual Housing Report in March and April consistent with Housing Element Programs H1.1, H2.1, H2.2 and H3.3.</p>	<p>Responsibility: Community Development Department Funding: General Fund Objective: Creation of 20 lower income housing units by 2027. Status: Ongoing</p>
<p><b>Program H2.1 Incentives for Infill Housing 5th and 6th Cycle</b></p>	<p>Incentives for encouraging infill development will include density bonuses for projects that include affordable housing in accordance with State law, use of PD overlay zone to allow exceptions or alternative approaches to meeting zoning standards that are consistent with standards met by surrounding properties, distribution of the infill site inventory to local homebuilder groups and nonprofit organizations; Apply for state and/or federal economic planning and development funding for infrastructure in support of infill development</p>	<p>Timeframe: Ongoing; at least one outreach program annually to be included with the Annual Housing Report per Housing Element Programs H1.1, H2.2, H 3.2 and H 3.3.</p>	<p>Responsibility: City Manager, City Council, Planning Commission and Community Development, Engineering, Building and Finance Departments. Results: The City did obtain a CDBG grant for road improvements to the Avenues area which should improve infill development opportunities. Status: Retain Program, but include specific outreach objectives. Objective: Creation of 10 lower income housing units by 2023 and 15 lower income housing units by 2027 (for a cumulative of 25 lower income housing units).</p>

<p><b>Program H2.2 Periodic Housing Element Review 5th and 6th Cycle</b></p>	<p>The City will ensure that residential development projects are consistent with the goals and policies of the General Plan. To the extent that the City has financial resources, an annual evaluation of the General Plan will comprise the City’s monitoring program for the Housing Element. This will include a review of progress toward achieving Housing Element objectives by the City and other responsible agencies and departments-meeting timing and funding commitments for implementing actions, as well as the number of housing units provided or other measurable indicators achieved for each established measure. This will include statutory reporting to the Department of Housing and Community Development regarding annual housing element reporting.</p>	<p><b>Timeframe: Annual reporting, ongoing to include update of the vacant land inventory and outreach to the housing development community by the end of 2020. Annual reporting beginning March, 2015 and periodic review beginning 2017.</b></p>	<p><b>Responsibility: Community Development Department, City Manager, Public Works, Engineering and Finance Departments, Planning Commission and City Council.</b>  <b>Funding: General Fund and Development and Development Review Fund</b>  <b>Objective: Creation of 10 lower income housing units by 2023 and 15 lower income housing units by 2027 (for a cumulative of 25 lower income housing units).</b>  <b>Status: Ongoing</b></p>
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<p><b>Program H3.1 Reasonable Accommodation 5th and 6th Cycle</b></p>	<p><b>The City will continue to permit accessory structures, building modifications and site plans that provide accessibility for persons with disabilities and will continue to implement the state and federal building standards for handicapped accessibility. The Community Development Department will continue to provide brochures and assistance to residents about accessibility for persons with disabilities. The City will also ensure that necessary safety and mobility modifications can be made in a timely and cost-efficient manner and will make all reasonable attempts to disseminate information about reasonable accommodations to City residents.</b></p>	<p><b>Timeframe: Ongoing.</b></p>	<p><b>Accomplishments: Zoning Code Amended in 2014 to include new Reasonable Accommodation provisions. Objective: Maintain enforcement of the City’s Reasonable Accommodation Code and update this code to comply with related fair housing code provisions in 2020. The City will reach out to Legal Services of Northern California upon receiving reasonable accommodation requests for applicant assistance. Results: No requests for reasonable accommodation made during the 5th Housing Cycle. Status: Retain program to administer regulations and keep Reasonable Accommodation regulations in the 2020 Zoning Code Update. Responsibility: All City Departments led by the Community Development Department. Funding: General Fund</b></p>
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<p><b>Program H3.2 Congregate Care and Group Housing for Elderly and Disabled Persons 5th and 6th Cycle</b></p>	<p>The City will obtain comments from the public, developers and other agencies about the need for, and development of, congregate care and group-assisted housing. The City will review potential funding sources and, if need and feasibility are established, will pursue grants and financing to aid in the development of congregate care and group assisted housing. The Zoning Ordinance will be modified to allow community care facilities with six or less persons with a certificate of occupancy</p>	<p><b>Timeframe:</b> The city will provide opportunities to meet with developers on an ongoing basis. The city will support funding. <b>Annual outreach</b> concurrently with the <b>Annual Housing Report</b> in March and April consistent with <b>Housing Element Programs H1.1, H2.1, H2.2 and H3.3.</b></p>	<p><b>Responsibility:</b> Community Development Department <b>Funding:</b> CDBG, HOME, Section 202, and Section 811 programs. <b>Accomplishments:</b> The City amended the Zoning Code in 2014 to allow community care facilities in all residential zones in accordance with State Law. The City has reviewed funding opportunities for this type of housing, but did not find this feasible. <b>Results:</b> Development of community care facilities is less restrictive. The City continues to obtain input about the need for development of congregate care and group-assisted housing. On October 16, 2018, the city approved conversion of a 6,100 square foot office buiding to a transitional care support facility for 20 occupants of special needs. This project has started construction but due to a delayed timeline plans on being operational by the end of 2020. <b>Status:</b> Retain program (as modified) to seek funding for congregate care and group-assisted housing.</p>
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<p><b>PROGRAM H3.3 Assistance for Transitional and Supportive Housing: 5th and 6th Cycle</b></p>	<p><b>Meet periodically with local non-profit service providers upon request to assess the transitional and supportive housing needs of the community and work with nonprofit organizations to identify suitable sites for the placement of facilities.</b> <b>Pending available resources, the City will assist developers in finding sites for the creation of transitional and supportive housing facilities, provide support in accessing state or federal funds, such as supporting requests on behalf of a nonprofit provider, expedited permit approvals in support of a non-profit application, and/or contributing information to an application to support the need for the proposed project or activity.</b></p>	<p><b>Timeframe: The city will provide opportunities to meet with non-profits and developers on an ongoing basis. The City will support funding requests as needed based on project/program proposals each year. Annual outreach to local non-profit service providers will be conducted concurrently with the Annual Housing Report in March and April consistent with Housing Element Programs H1.1, H2.1, H2.2, and 3.2.</b></p>	<p><b>Responsibility: Community Development Department</b> <b>Funding: HOME and CDBG programs.</b> <b>Objective: Creation of 8 transitional and/or supportive housing facilities by 2027.</b> <b>Accomplishments: City met with several non-profit agencies to assess the City's needs. The City coordinated approval for a 10-room transitional shelter that is being developed in the City by Adventist Health Care.</b> <b>Results: Creation of a 10-room transitional housing facility to provide services to 20 very low- and extremely low-income people by the end of 2020.</b> <b>Status: Retain program.</b></p>
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<p><b>PROGRAM H 3.4 Assistance for Emergency Shelters 5th and 6th Cycle</b></p>	<p>Meet periodically with local non-profit service providers upon request to assess the shelter needs of the community and work with nonprofit organizations to identify suitable sites for the placement of facilities. Provide support in accessing state or federal funds, such as supporting requests on behalf of a nonprofit provider, expedited permit approvals in support of a non-profit application, and/or contributing information to an application to support the need for the proposed project or activity. The City will consider exempting on a case by case basis planning entitlement fees, such as general plan/zoning amendment, variances, design review (if applicable) and environmental applications for emergency shelter projects proposed by non-profit service providers.</p>	<p>Timeframe: To the extent resources are available, the City will support-funding requests as needed based on project/program proposals each year. Annual outreach to local non-profit service providers will be conducted concurrently with the Annual Housing Report in March and April consistent with Housing Element Programs H1.1, H2.1, H2.2, 3.2 and H 3.3.</p>	<p>Responsibility: Community Development Department  Funding: HOME, CDBG programs and California Proposition 41 Bond Act  Funding for homeless veterans  Objective: To the extent resources are available, provide support for the establishment of a regional emergency shelter within the Lake County region by 2022.  Accomplishments: City met with several non-profit agencies to assess the City's needs and identify funding for emergency shelters.  Results: On October 16, 2018, the city approved conversion of a 6,100 square foot office building to a transitional care support facility for 20 occupants of special needs, to be operational in 2019.  Status: Retain program.</p>
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<p><b>PROGRAM H 3.5 Support Services for Elderly and Disabled Persons 5th and 6th Cycle</b></p>	<p>To the extent the City has financial capability, continue to support Lake County Transit, Dial-A-Ride, the Senior Center and other programs providing supportive services for seniors or persons with disabilities. Support shall include promotion of these services through the placement of informational materials at City offices and/or assistance in accessing state or federal funding for such services.</p>	<p>Ongoing</p>	<p><b>Responsibility: All City Departments.</b>  <b>Funding: Transit funding sources, state supportive service programs (HCD, Department of Aging, and Department of Rehabilitation), federal supportive service programs (HUD, Health and Human Services).</b>  <b>Accomplishments: The City continues to support these services and maintains a senior center. Information has been posted.</b>  <b>Results: Many seniors have been serviced with the senior center and will continue to be served. On October 16, 2018, the city approved conversion of a 6,100 square foot office building to a transitional care support facility for 20 occupants of special needs. This project has started construction but due to a delayed timeline plans on being operational by the end of 2020.</b>  <b>Status: Retain program</b></p>
<p><b>PROGRAM H 3.6 Americans with Disabilities Act 5th and 6th Cycle</b></p>	<p>The City will continue to ensure that all construction projects requiring building permits comply with the Americans with Disabilities Act (ADA) as provided by the Uniform Building Code. The City will assist property owners and contractors in complying with ADA requirements when retrofit or rehabilitation projects for public, residential or commercial structures.</p>	<p>Timeframe: Ongoing</p>	<p><b>Responsibility: Community Development and Building Departments.</b>  <b>Funding: Development Permit Fees and the General Fund.</b>  <b>Accomplishments: Completed and ongoing</b>  <b>Results: All development complies.</b>  <b>Status: Retain program</b></p>

<p><b>PROGRAM H 3.7 Residential Infill Study 5th and 6th Cycle</b></p>	<p>To address concentrated higher density and mixed use housing strategies in the 2040 General Plan there is a need to identify potential opportunities within existing buildings for conversion to housing units, particularly in the upper floors in three of the identified growth areas: Cluster 1 (Austin Park), Cluster 2 (The Avenues) and Cluster 4 (Lower Lakeshore). This would lead to more building renovations, create live work studios and improve affordable housing opportunities in the focused growth areas. The presence of additional residents in these areas will also improve the City’s economic vitality. The City will prepare (contingent upon grant funding) a residential infill study that identifies these opportunities, working with property owners to evaluate the economic potential for creating more housing within existing buildings and identify funding sources to develop this housing.</p>	<p><b>Timeframe:</b> 2022 pending grant funding. In the next few years the city will target homeowners and survey parcels in each of these clusters in order to complete a detailed assessment that will allow us to identify specific areas where infill development would be appropriate.</p>	<p><b>Responsibility:</b> Community Development and Finance Departments. <b>Funding:</b> CDBG <b>Accomplishments:</b> The City did not apply for grant funding to conduct this study. <b>Objective:</b> To the extent resources are available, complete infill study, market infill opportunities to developers, and convert several buildings to create 40 units of infill housing units by 2027. <b>Results:</b> Conversion of upper floor housing units will be limited, as the majority of buildings are one-story, but opportunities are available. A comprehensive study is still needed. <b>Status:</b> The City will consider applying for grant funding, such as SB-2 funding to accomplish this study. Retain program.</p>
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<p><b>PROGRAM H 3.8</b>  <b>Supportive and Transitional Housing Regulations</b>  <b>6th Cycle</b></p>	<p>The City shall amend the Zoning Code to redefine supportive and transitional housing in compliance with State Housing Law (Government Code sections 65582(g) and 65582(j)). In addition, pursuant to AB 2162, the City will allow supportive housing projects that satisfy certain requirements by right in all zones where multi-family and mixed uses are permitted, including nonresidential zones permitting multi-family uses. The Code shall also be amended to provide shortened application processing for low income housing projects in accordance with State Housing law.</p>	<p><b>Timeframe:</b> To be adopted with the 2020 Zoning Code Update, but not to exceed three years from adoption of the 2019-2027 Housing Element.</p>	<p><b>Responsibility:</b> Community Development Department  <b>Funding:</b> General Fund  <b>Objective:</b> Provide the opportunity for development of at least 40 supportive and/or transitional housing units by 2027.</p>
<p><b>PROGRAM H 4.1</b>  <b>Monitor Policies and Programs</b>  <b>5th and 6th Cycle</b></p>	<p>Continue to monitor and review housing related policies and programs to minimize constraints to housing production and maintenance. This will include developing new design review programs from the 2040 General Plan that results in ministerial reviews of multiple family housing and facilitated processing of affordable housing projects.</p>	<p><b>Timeframe:</b> Update the Zoning Code and create a new Design Review Manual in 2020 and begin administering new regulations. These documents are in the approval process and are expected to go to city council by July.</p>	<p><b>Responsibility:</b> Community Development Department  <b>Accomplishments:</b> The City is in the process of completing a comprehensive update to the Zoning Code and preparation of a Design Review Manual to address this program.  <b>Funding:</b> General Fund and funding from disbanded Redevelopment Agency originally allocated to Housing Set-Aside.  <b>Results:</b> Due to resource limitations, the City was unable to fully accomplish this in the 5th Housing Cycle, but is currently about 60% completed.  <b>Status:</b> Retain program and complete this program by end of 2020.</p>

<p><b>PROGRAM H 4.2 Zoning Ordinance Review and Implementation 5th and 6th Cycle</b></p>	<p>To implement the 2040 General Plan and to achieve housing and other City objectives, the City will conduct a complete update of the Zoning Code. Revisions will be made to the Zoning Code to promote flexibility in densities and uses, to improve incentives for affordable housing production and to bring applicable regulations into compliance with State Law. The PD Combining District, for example, shall be amended to omit the requirement for a Homeowners Association or Property Management Association. The Zoning Code will then be reviewed periodically for consistency and compliance and amended as needed.</p>	<p><b>Timeframe:</b> Update the Zoning Code and create a new Design Review Manual in 2020 and begin administering new regulations. These documents are in the approval process and are expected to go to city council by July. Periodically at least once every 5 years thereafter.</p>	<p><b>Responsibility:</b> Community Development Department, Planning Commission and City Council  <b>Funding:</b> General Fund, Developer Fees and other funds as appropriate.  <b>Accomplishments:</b> The City is in the process of completing a comprehensive update to the Zoning Code and preparation of a Design Review Manual to address this program.  <b>Results:</b> Due to resource limitations, the City was unable to fully accomplish this in the 5th Housing Cycle, but is currently about 60% completed.  <b>Status:</b> Retain program and complete this program by end of 2020.</p>
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<p><b>PROGRAM H 4.3 Design Review 5th and 6th Cycle</b></p>	<p>As part of the 2015 Zoning Code update, per implementation of the 2040 General Plan, new regulations will be created for Design Review. This new program will include Design Guidelines for the development of multiple family housing. Particular attention should be paid to avoiding architectural barriers that could adversely affect disabled persons and persons with developmental disabilities. In addition, the Design Review provisions of the Zoning Code will address the need to minimize constraints to the development of multiple family housing and provide for ministerial (staff review) and facilitated development review for these types of development applications</p>	<p>Timeframe: Update the Zoning Code and create a new Design Review Manual in 2020 and begin administering new regulations. These documents are in the approval process and are expected to go to city council by July.</p>	<p>Responsibility: Community Development Department, Planning Commission and City Council.  Funding: General Fund, and other funds as appropriate.  Accomplishments: The City is in the process of completing a comprehensive update to the Zoning Code and preparation of a Design Review Manual to address this program.  Results: Due to resource limitations, the City was unable to fully accomplish this in the 5th Housing Cycle, but is currently about 60% completed.  Status: Retain program and complete this program by end of 2020.</p>
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<p><b>PROGRAM H 4.4</b>  <b>Affordable Housing Water/ Sewer Priority</b>  <b>5th and 6th Cycle</b></p>	<p>In accordance with Government Code Section 6558.7, the City will monitor Lake County Sanitation District Resolution No. 2014-45), Highlands Water Company (Resolution No. 014-30 and Konocti County Water District (Resolution No. 14-01 to assure sufficient priority sewer/water capacities are reserved for future low-income housing development per the City's Regional Housing Needs Allocation for the 2014-19 period; 175 equivalent dwelling unit services for lower-income households.</p>	<p>Monitor every 3 years or as needed starting 2020</p>	<p>Responsibility: Community Development Department  Funding: General Fund  Accomplishments: The City conducted monitoring for this housing cycle.  Results: This 6th Cycle RHNA was reduced, but the current reservations still apply so no further changes need to be made.  Status: Retain program.</p>
<p><b>PROGRAM H 4.5</b>  <b>Accessory Dwelling Units</b>  <b>6th Cycle</b></p>	<p>The City shall add a new section to the Zoning Code to provide for accessory housing units in accordance with SB 1226.</p>	<p>Timeframe: To be adopted with the 2020 Zoning Code Update in 2020.</p>	<p>Responsibility: Community Development Department  Funding: General Fund  Objective: Provide the opportunity for development of accessory units, mostly for lower income families.</p>
<p><b>PROGRAM H 4.6</b>  <b>Off Street Parking Regulations</b>  <b>6th Cycle</b></p>	<p>The City shall incorporate reduced parking standards to limit off-street parking requirements to not exceed one space per dwelling units (regardless of number of bedrooms or size) for lower income housing projects.</p>	<p>Timeframe: To be adopted with the 2020 Zoning Code Update in 2020.</p>	<p>Responsibility: Community Development Department  Funding: General Fund  Objective: Provide reduce development constraints for lower income housing units</p>
<p><b>PROGRAM H 4.7</b>  <b>Climate Adaption Program</b>  <b>6th Cycle</b></p>	<p>In accordance with SB 379 the City will amend the Safety Element of the of the General Plan to include analysis and policies regarding climate adaption.</p>	<p>Timeframe: To be adopted in 2020.</p>	<p>Responsibility: Planning Department  Funding: General Fund  Objective: Reduce development constraints for residential development.</p>

<p><b>PROGRAM H 4.8 Flood Hazards Program 6th Cycle</b></p>	<p>In accordance with AB 162 the City will amend the Safety Element of the General Plan to include analysis and policies regarding flood hazards and flood management to address flood-related constraints to housing development in the City.</p>	<p>Timeframe: To be adopted in 2020.</p>	<p>Responsibility: Planning Department Funding: General Fund Objective: Reduce development constraints for residential development.</p>
<p><b>PROGRAM H 4.9 Fire Safety Program 6th Cycle</b></p>	<p>In accordance with SB 1241 the City will amend the Safety Element of the General Plan to include analysis and policies regarding fire hazards and impacts and mitigation for housing in the City.</p>	<p>Timeframe: To be adopted in 2020.</p>	<p>Responsibility: Planning Department Funding: General Fund Objective: Reduce development constraints for residential development.</p>
<p><b>PROGRAM H 4.10 Affordable Housing Regulations 6th Cycle</b></p>	<p>The City shall amend the Zoning Code to comply with California Government Code Section 65583.2(c) to allow residential uses by right for housing developments which at least 20 percent of the units are affordable to lower income households on vacant sites that were identified in the two previous housing elements as referenced in Table 8.39 of this Housing Element.</p>	<p>Timeframe: To be adopted with the 2020 Zoning Code Update, but not to exceed three years from adoption of the 2019-2027 Housing Element.</p>	<p>Responsibility: Community Development Department Funding: General Fund Objective: In order to improve the opportunity to create more affordable housing units from new development.</p>

<p><b>PROGRAM H 4.11 Affordable Housing Replacement Regulations: 6th Cycle</b></p>	<p>In accordance with California Government Code Section 65915 (c) (3) the City shall require replacement housing units on sites identified in the site inventory when any new development (residential, mixed-use or non-residential) occurs on a site that has been occupied by or restricted for the use of lower-income households any time during the previous five years (generally as a condition of project approval). This requirement shall apply to non-vacant sites and vacant sites with previous residential uses that have been vacated or demolished.</p>	<p><b>Timeframe:</b> The requirement will be implemented immediately and applied as applications on identified sites are received and processed.</p>	<p><b>Responsibility:</b> Community Development Department  <b>Funding:</b> General Fund  <b>Objective:</b> In order to mitigate the loss of affordable housing units, require new housing developments to replace all affordable housing units lost due to new development.</p>
<p><b>PROGRAM H 5.1 Tax Exempt Bonds 5th and 6th Cycle</b></p>	<p>The City does not have the capacity to issue bonds. The City is, however, a member of the California Statewide Communities Development Authority JPA who issues federal tax credits for low-income housing projects. The City will continue to be a member of the Committee for pooling resources to issue tax exempt bonds for financing the construction of affordable housing or providing financial assistance to low- and moderate-income homebuyer assistance.</p>	<p><b>Timeframe:</b> Ongoing</p>	<p><b>Responsibility:</b> City Manager’s Office  <b>Funding:</b> General Fund-no cost for membership in JPA  <b>Accomplishments:</b> City continues to be a member of the Committee.  <b>Results:</b> Not applicable  <b>Status:</b> Ongoing</p>



<p><b>PROGRAM H 5.2</b>  <b>Preservation of At-Risk Housing</b>  <b>5th and 6th Cycle</b></p>	<p>The City has identified 99 affordable rental units being at risk of converting to market rate housing over the next twenty years. These units are listed in Table 8.34 and consist of the Autumn Village Apartments (32 affordable rental units), Highlands Village (40 affordable rental units) and Olympic Villa (27 affordable units).</p> <p>The City will work with property owners, other public agencies, and non-profit housing organizations to preserve existing subsidized rental housing in which the owner could potentially increase rents to market rates within the next twenty years.</p> <p>The City will encourage existing owners to maintain the affordability of such rental housing. Furthermore, pending available resources, the City will help owners of at-risk units to obtain funding for improvements to these units to extend affordable housing contracts. Also, to the extent the City has available resources, the City will provide ongoing preservation technical assistance and education to affected tenants and the community at large.</p>	<p>Monitor yearly</p>	<p><b>Responsibility:</b> Community Development Department  <b>Funding:</b> General Fund  <b>Accomplishments:</b> Autumn Village and Highlands Village are no longer at risk, so there are only 27 units left, Olympic Villa that are now at risk.  <b>Results:</b> There are now 527 preserved assisted housing units in the City with only 27 that are now at risk.  <b>Status:</b> The tax credit agreement expired for Olympic Villa; however, the USDA loan does not mature until 2038. The owner can apply to prepay the USDA loan, ending the affordability restriction at any time, and convert those units to market rate. According to the owners, Clearlake Associated Ltd. (phone conversation with Tina Williams on April 19, 2019), there is no intention or interest to prepay the loan for the Olympic Villa Apartments. It was noted that the actual market rate for his housing is similar to the restricted affordability rate so there would be not economic incentive to convert these units to market rate.  This program should be retained to provide the City further opportunity to reach out to Olympic Villa to maintain these units as affordable.</p>
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<p><b>PROGRAM H 5.3 Rental Assistance 5th and 6th Cycle</b></p>	<p>The City shall continue to cooperate with the Lake County Housing Commission in its administration of the federal Section 8, Housing Choice Voucher rental assistance program to maintain the availability of housing vouchers in Clearlake. The City's role will be to: Provide necessary documentation to the Housing Commission to apply for annual commitments from the U.S. Department of Housing and Urban Development and provide information on the rental assistance program at the Community Development Department's public counter. The City shall continue to cooperate with the Lake County Housing Commission in its administration of the federal Section 8, Housing Choice Voucher rental assistance program to maintain the availability of housing vouchers in Clearlake</p>	<p>Timeframe: Housing Rehabilitation Program - Ongoing</p>	<p>Responsibility: Community Development Department Funding: General Fund Results: No substantive changes have occurred to the program during the 5th Housing Cycle. Status: Retain program.</p>
<p><b>PROGRAM H 5.4 Community Reinvestment Act 5th and 6th Cycle</b></p>	<p>The City will work with financial institutions, serving Clearlake as requested to identify low- and moderate-income housing projects as part of their responsibility under the federal Community Reinvestment Act.</p>	<p>Timeframe: Meet with specific lenders as requested</p>	<p>Responsibility: City Finance Department Funding: General Fund Accomplishments: No requests received during the 5th Housing Cycle. Results: No changes. Status: Retain program.</p>

<p><b>PROGRAM H 5.5 Encourage Development of Market Rate Ownership and Rental Housing 5th and 6th Cycle</b></p>	<p>The City will encourage the production of market-rate rental and ownership housing for moderate- and above moderate-income households through its land development policies. All of the multi-family rental housing developed in Clearlake over the past twenty years has been subsidized housing for lower-income households. To provide a wider variety of housing for all income levels, the City should encourage the development of market-rate rental housing.</p>	<p>Timeframe: Ongoing</p>	<p><b>Responsibility: Community Development Department, Planning Commission and City Council.</b>  <b>Funding: General Fund and Development Review Fund</b>  <b>Accomplishments: The City continues to reach out to market rate developers to develop this type of housing.</b>  <b>Results: No significant residential development in the 5th Housing Cycle. Only six new market rate single-family homes were produced during that time.</b>  <b>Status: Retain program</b></p>
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<p><b>PROGRAM H 6.1 Housing Rehabilitation 5th and 6th Cycle</b></p>	<p>The City will review options for re-opening the Housing Rehabilitation Loan Program to promote housing rehabilitation for low-, very low- and extremely low-income households. To improve the quality of rental housing, the City, to the extent financially feasible, will expand the program to include rental housing. The City will update their CDBG and HOME Housing Rehabilitation Guidelines to include rental housing (if operating this program become economically feasible). The City has maintained a Housing Rehabilitation Loan Program to provide financing for the rehabilitation of dwelling units owned or occupied by lower income households (including rental housing). The City will look at the feasibility of providing financial assistance in the form of low-interest loans, deferred when necessary to maintain the affordability of rehabilitated housing when additional grant funding is obtained. This program is a valuable resource for community residents and should be continued into the future. The City and the County offer housing rehabilitation and homeowner assistance programs to Clearlake residents. The City shall review the feasibility of joining the County or other regional housing program in developing</p>	<p>Timeline: Ongoing. Expanding the Housing Rehabilitation Program to include rental units to include update of the Guidelines in 2020.</p>	<p>Responsibility: Community Development Department and the City Council Funding: CBDG and HOME grants, Coordinated Funding Between the City and Lake County and General Fund Objective: To the extent resources are available, rehabilitate 30 units by 2027. Accomplishments: The City continued to operate the Housing Rehabilitation Program if determined financially feasible. Results: Nine (9) houses were rehabilitated during the 5th Housing Cycle providing improved housing for at least 9 low income families. The City reached out to the County regarding combining forces, but there has been staffing changes at the County so this was not feasible during the 5th Housing Cycle. Status: Funding for this program has completed. Additional funding for this program is needed for the 6th Cycle. Also, the City should seek discussion with the County and possibly other housing entities to see if this program can be administered more efficiently.</p>
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<p><b>PROGRAM H 6.3 Public Awareness Program 5th and 6th Cycle</b></p>	<p>The City will disseminate informational brochures to the public on its Housing Rehabilitation and Housing Assistance programs and provide copies at the public counter of the Senior Resource Directory maintained by the Community Care and the Area on Aging in Lake and Mendocino Counties. The Directory provides important information on housing needs that include, not only housing rehabilitation, but also, homeless and transitional housing, housing support agencies, subsidized housing complexes, senior housing, and residential care facilities.</p>	<p><b>Timeframe: Immediately (2015/2016) and ongoing</b></p>	<p><b>Responsibility: Community Development Department</b>  <b>Funding: General Fund and CDBG funding for the Housing Rehabilitation and Housing Assistance brochures.</b>  <b>Accomplishments: Brochures and directory made available.</b>  <b>Results: Greater public awareness established.</b>  <b>Status: Retain Program</b></p>
--	--	--	---

<p><b>PROGRAM H 6.4</b>  <b>Utilize Code Enforcement to Minimize Nuisances and Protect Neighborhood Nuisances and Protect Neighborhood Integrity</b>  <b>5th and 6th Cycle</b></p>	<p>The City will continue to operate its code enforcement program with the goals of abating dangerous structures and addressing nuisance concerns related to housing and neighborhood quality. The City Council placed “Measure R” on the ballot for November 4, 2014, for a specific transaction and use sales tax to support citywide clean-up and improvement. Since the measure did not pass, the City has allocated over \$500,000 of Community Development Block Grant (CDBG) funding towards an enhanced code enforcement program. This program will improve efforts by the City to address abating dangerous structures. In addition, the City will seek other grant funding to further improve this program. The Rental Housing Inspection Program began in 2001 to address ongoing safety and sanitary concerns with rental units in Clearlake. The program was discontinued in 2005 due to financial limitations but should continue by the end of 2020. The City will also look at the feasibility of resurrecting this program based on current funding. Also, the City will seek additional grant funding to further enhance this program once it has been re-established.</p>	<p>Timeframe: Commences in 2020 and continue through 2027. May be extended upon funding availability</p>	<p><b>Responsibility:</b> Building and Police Departments and the City Council  <b>Funding:</b> CDBG, General Fund and potentially other grant funding  <b>Accomplishments:</b> The City continued developing an expanded Code Enforcement Program during the 5th Cycle, but continued to lack funding to allocate towards a Rental Housing Inspection Program.  <b>Objective:</b> To the extent resources are available, rehabilitate 50 housing units. The information document for financial assistance residential property improvements and rehabilitation will be prepared by the end of 2020. The Code Enforcement Program process will be amended by the end of 2020, to include a staff procedure for providing this information to those involved in residential code compliance matters and to the public.  <b>Results:</b> Significant improvements have been made in addressing residential housing nuisances. Over 2,500 cases were closed during the 5th Housing Cycle, many of which included mitigating health and safety risks to residents.  <b>Status:</b> Program needs to continue as long as the City has funding to support this. CDBG funding extended through 2019 and may be extended upon funding availability. The city intends to establish a rental inspection program in 2019.</p>
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<p><b>PROGRAM H 6.5</b>  <b>Preservation and Replacement of Mobile home and Mobile home Parks</b>  <b>5th and 6th Cycle</b></p>	<p>Many of the mobile home parks in Clearlake are substandard and do not provide safe affordable housing. The City will meet with mobile home park owners (as requested and to the extent that the City has financial capacity) to discuss long-term goals for their properties and the condition of park infrastructure and buildings, the condition of mobile homes located in the park, parcel size, accessibility to services, and surrounding land uses. For those parks that are feasible to preserve, the City will consider (1) providing information to park owners on state and federal programs, and/or (2) providing referrals to nonprofit organizations who can assist in preparing funding requests. The City will also encourage the mobile home parks with serious problems to convert to another use. The City shall require the owners to provide relocation or other assistance to mitigate the displacement of park residents in accordance with Government Code Section 65863.7.</p>	<p>2015 and Ongoing.</p>	<p><b>Responsibility:</b> Community Development Department  <b>Funding:</b> CDBG, HOME, California Housing Finance Agency HELP program, California Mobile home Park Resident Ownership Program.  <b>Accomplishments:</b> This is a current and ongoing process. The city has already contacted several property owners in order to discuss preservation and replacement of substandard mobile homes in order to provide more affordable housing.  <b>Objective:</b> Prevent conversion of residential units.  <b>Results:</b> No changes  <b>Status:</b> Pending funding availability to expand the City's code enforcement program and other funding needs. Retain program to the extent funding resources are available.</p>
<p><b>PROGRAM H 6.7</b>  <b>Moderate- and Above-Income Housing</b>  <b>6th Cycle</b></p>	<p>The City will encourage the production of market-rate rental and ownership housing for moderate- and above moderate-income households through its land development policies.</p>	<p>Timeframe: 2019 and ongoing.</p>	<p><b>Responsibility:</b> Community Development Department  <b>Funding:</b> General Fund.  <b>Objective:</b> Increase the supply of at least 40 units of market rate housing units by 2028.</p>

<p><b>PROGRAM H 7.1 Assistance to the Public Regarding Discrimination in Housing 5th and 6th Cycle</b></p>	<p><b>The City will continue to serve as liaison between the public and appropriate agencies in matters concerning housing discrimination. The City will promote equal housing opportunities through the posting of information and distribution of literature at City buildings. The City will continue to refer discrimination complaints to Redwood Legal Assistance and the State Fair Employment and Housing Commission. The City will also train staff on how to receive and refer fair housing complaints.</b></p>	<p><b>Timeframe: Ongoing.</b></p>	<p><b>Responsibility: Community Development, Building and other Departments Funding: General Fund Accomplishments: Potentially reduced housing discrimination. Results: The City continues to serve as liaison between the public and agencies on housing discrimination per this program. Status: Retain this program.</b></p>
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<p><b>PROGRAM H 7.2 Reasonable Accommodation Regulations 6th Cycle</b></p>	<p><b>Article 18-7 of the Zoning Code addresses regulations to address Federal Fair Housing Amendments Act of 1988 and California Fair Employment and Housing Act, Government Code Section 12901 et. seq., to provide people with disabilities reasonable accommodation rules, policies, practices and procedures that are necessary to ensure equal access to housing. The City did not receive any requests for a reasonable accommodation during the 2014-2019 5th Housing Cycle. There are some limits to what the City can do to restrict reasonable accommodations. The current regulations need to be relaxed to make this process easier for applicants. This program consists of amending the Zoning Code to create an easier process for processing a reasonable accommodation so as to make this process easier and more available to the public. This process shall be posted on the City's Website, and made available to the public at the City's Community Development Department to improve public outreach. Combined with referring reasonable accommodations to Legal Services of Northern California, as per Program H7.1, this should help reduce constraints to addressing fair housing needs in the City.</b></p>	<p><b>Timeframe: Amend regulations by the end of 2020.</b></p>	<p><b>Responsibility: Community Development, Building and other Departments Funding: General Fund</b></p>
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<p><b>PROGRAM H 8.1</b>  <b>Support of Existing Energy Conservation Programs</b>  <b>5th and 6th Cycle</b></p>	<p>The City will continue to support residential energy conservation programs offered by Pacific Gas and Electric Company, North Coast Energy Services, and others. This support will include referrals to these programs for homeowners expressing interest in energy conservation, as well as placement of brochures (if available) for such programs at City offices.</p>	<p>Timeframe: To the extent resources are available, rehabilitate 30 lower income housing units within the City by 2027.</p>	<p><b>Responsibility:</b> Community Development and Building Departments, City Council and Lake County.  <b>Funding:</b> CDBG, Home and General Fund  <b>Accomplishments:</b> Improved house energy efficiencies.  <b>Results:</b> The City continues to support residential energy conservation programs. The City's and Lake County's Housing Rehabilitation Programs include energy conservation programs.  <b>Status:</b> Retain this program and assess the feasibility of teaming with the County to provide greater leverage for obtaining grant funding to expand housing rehabilitation and energy conservation programs that serve Clearlake.</p>
<p><b>PROGRAM H 8.2</b>  <b>Implementation of Energy Conservation Standards</b>  <b>5th and 6th Cycle</b></p>	<p>The City will continue to implement the energy conservation standards under Title 24 of the California Code of Regulations, as required by State law. The City will provide information at the permit counter from the California Energy Commission on compliance with Title 24 and other energy conservation techniques.          Progran CO 6.1.1.2 of the 2014 General Plan, Conservation Element includes creating incentives for development proposals and exced Title 24 by 15 percent. These incentives could include reduced building permit fees and streamlined plan check review.</p>	<p>Timeframe: Establish and implement the Energy Conservation Incentives Program, per the 2040 General Plan in 2020.</p>	<p><b>Responsibility:</b> City Council and Community Development, Finance and Building Departments.  <b>Funding:</b> Development Permit Fees and the General Fund.  <b>Accomplishments:</b> Improved house energy efficiencies.  <b>Results:</b> All new housing and rehabilitations require energy conservation measures based on improved State regulations.  <b>Status:</b> Retain this program. Programs being drafted for implementation in the Draft General PLan Update will be included in the Building Code updates as adopted.</p>

<p><b>PROGRAM H 9.1</b>  <b>Energy Conservation for New Residential Development</b>  <b>5th and 6th Cycle</b></p>	<p>Through the City’s plan review process, City staff shall encourage additional energy conservation measures with respect to the siting of buildings, landscaping, and solar access. The Zoning Code shall be updated to include additional energy conservation measures with respect to the siting of buildings, landscaping, and solar access for new residential development. In order to promote the use of energy efficient construction, the City will continue to provide information on energy conservation measures with the development application packets.</p>	<p>Timeframe: Complete energy conservation measures in the Zoning Code in 2020.</p>	<p><b>Responsibility:</b> Community Development and Building  <b>Funding:</b> General Fund and other funding as needed.  <b>Accomplishments:</b> The City increased the energy efficiency in new residential developments.  <b>Results:</b> The City issued building permits for 13 new housing units. In addition, the City issued a number of residential remodels. These new and rehabilitated housing units incorporated additional energy conservation measures per more recently adopted State regulations.  <b>Status:</b> Retain this program (as modified with some recommended zoning code changes to address energy conservation building siting and solar access provisions).</p>
<p><b>PROGRAM H 9.2</b>  <b>Stricter Energy Efficiency Standards for New Development</b>  <b>5th and 6th Cycle</b></p>	<p>Through the City’s General Plan Update and Zoning Ordinance amendment process, City staff shall incorporate additional energy conservation measures with respect to the siting of buildings, landscaping, and solar access for new residential and commercial development. In order to promote the use of energy efficient construction, the City will provide information on energy conservation measures with the development application packets.</p>	<p>Timeframe: Ongoing.</p>	<p><b>Responsibility:</b> Community Development and Building Departments.  <b>Funding:</b> Development Permit Fees and the General Fund.  <b>Accomplishments:</b> See H 9.1 above. The City is in the process of completing a comprehensive update to the Zoning Code to be completed in 2020.  <b>Results:</b> The Zoning Code will be updated soon.  <b>Status:</b> Retain program to assure the Zoning Code is updated to meet this energy efficiency standard.</p>













Jurisdiction	Clearlake
Reporting Period	2024 (Year ending 31)
Planning Period	6th Cycle 08/15/2019 - 08/15/2027

## ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

Note: "+" indicates an optional field  
Cells in grey contain auto-calculation formulas

**Table F**

**Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)**

Please note this table is optional: The jurisdiction can use this table to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved, including mobilehome park preservation, consistent with the standards set forth in Government Code section 65583.1, subdivision (c). Please note, motel, hotel, hostel rooms or other structures that are converted from non-residential to residential units pursuant to Government Code section 65583.1(c)(1)(D) are considered net-new housing units and must be reported in Table A2 and not reported in Table F.

Activity Type	Units that Do Not Count Towards RHNA <sup>+</sup> Listed for Informational Purposes Only				Units that Count Towards RHNA <sup>+</sup> Note - Because the statutory requirements severely limit what can be counted, please contact HCD at apr@hcd.ca.gov and we will unlock the form which enable you to populate these fields.			TOTAL UNITS <sup>+</sup>	The description should adequately document how each unit complies with subsection (c) of Government Code Section 65583.1 <sup>+</sup> . For detailed reporting requirements, see the checklist here:  <a href="https://www.hcd.ca.gov/community-development/docs/adequate-sites-checklist.pdf">https://www.hcd.ca.gov/community-development/docs/adequate-sites-checklist.pdf</a>
	Extremely Low-Income <sup>+</sup>	Very Low-Income <sup>+</sup>	Low-Income <sup>+</sup>	TOTAL UNITS <sup>+</sup>	Extremely Low-Income <sup>+</sup>	Very Low-Income <sup>+</sup>	Low-Income <sup>+</sup>		
Rehabilitation Activity									
Preservation of Units At-Risk									
Acquisition of Units									
Mobilehome Park Preservation									
Total Units by Income									

<b>Jurisdiction</b>	Clearlake
<b>Reporting Period</b>	2024 (Jan. 1 - Dec. 31)
<b>Planning Period</b>	6th Cycle 08/15/2019 - 08/15/2027

For up to 25 percent of a jurisdiction’s moderate-income regional housing need a

**Project Identifier**

1

Prior APN <sup>+</sup>	Current APN	Street Address	Project Name <sup>+</sup>
Summary Row: Start Data Entry Below			

# ANNUAL ELEMENT PROGRESS REPORT

## Housing Element Implementation

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### Above Moderate Income Units Converted to M

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allocation, the planning agency may include the number of units in an ex  
for the unit. Before adding information to this table, please ensure h

	Unit Types			
	2	3		
Local Jurisdiction Tracking ID	Unit Category (2 to 4,5+)	Tenure R=Renter	Very Low- Income Deed Restricted	Very Low- Income Non Deed Restricted
			0	0

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

**Table F2**  
**oderate Income Pursuant to Government Code section 65400.2**

isting multifamily building that were converted to deed-restricted rental housing for moderate-ir  
ousing developments meet the requirements described in Government Code 65400.2(b).

**Affordability by Household Incomes After Conversion**

4				
Low- Income Deed Restricted	Low- Income Non Deed Restricted	Moderate- Income Deed Restricted	Moderate- Income Non Deed Restricted	Above Moderate- Income
0	0	0	0	0

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income households by the imposition of affordability covenants and restrictions

Units credited toward Moderate Income RHNA		Notes
5		6
Total Moderate Income Units Converted from Above Moderate	<u>Date Converted</u>	<u>Notes</u>
0		

Jurisdiction	Clearlake	NOTE: This table must only be filled out if the housing element sites inventory contains a site which is or was owned by the reporting jurisdiction, and has been sold, leased, or otherwise disposed of during the reporting period. <b>ANNUAL ELEMENT PROGRESS REPORT</b> Housing Element Implementation	Note: "*" indicates an optional field Cells in grey contain auto-calculation formulas
Reporting Period	2024		
Planning Period	6th Cycle		

Table G Locally Owned Lands Included in the Housing Element Sites Inventory that have been sold, leased, or otherwise disposed of						
Project Identifier						
1		2		3		4
APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Realistic Capacity Identified in the Housing Element	Entity to whom the site transferred	Intended Use for Site
Summary Row: Start Data Entry Below						
042-161-010	15789 25th Ave				City of Clearlake	Vacant Land
042-182-170-000	16034 26th Ave				City of Clearlake	Vacant Land
042-262-270	16332 27th Ave				City of Clearlake	Vacant Land
041-144-020	15913 36th Ave				City of Clearlake	Vacant Land
041-395-010	15677 36th Ave				City of Clearlake	Vacant Land
041-144-030	15919 36th Ave				City of Clearlake	Vacant Land
041-102-120	15662 40th Ave				City of Clearlake	Vacant Land
042-223-990	16564 4th Ave				City of Clearlake	Vacant Land
042-222-550	16502 5th Ave				City of Clearlake	Vacant Land
038-292-150	3326 Acacia St				City of Clearlake	Vacant Land
039-626-070	3423 Acacia St				City of Clearlake	Vacant Land
039-626-110	3453 Acacia St				City of Clearlake	Vacant Land
039-626-120	3463 Acacia St				City of Clearlake	Vacant Land
039-636-220	3551 Acacia St				City of Clearlake	Vacant Land
039-363-030	3255 Bowers Ave				City of Clearlake	Vacant Land
039-625-030	3471 Boxwood St				City of Clearlake	Vacant Land
039-626-190	3444 Boxwood St				City of Clearlake	Vacant Land
039-626-170	3494 Boxwood St				City of Clearlake	Vacant Land
041-363-090	4999 Cass Ave				City of Clearlake	Vacant Land
041-363-100	5019 Cass Ave				City of Clearlake	Vacant Land
010-050-320	15900 Dam rd				City of Clearlake	Vacant Land
041-103-260	4438 Fir Ave				City of Clearlake	Vacant Land
040-251-030	4192 Hemlock Ave				City of Clearlake	Vacant Land
041-094-400-000	13061 Lakesore Dr				City of Clearlake	Vacant Land
037-277-110	6461 Mazanita Ave				City of Clearlake	Vacant Land
042-124-260	3141 Mint Street				City of Clearlake	Vacant Land
039-625-060	13981 Morgan Ave				City of Clearlake	Vacant Land
039-112-060	3720 Olive St				City of Clearlake	Vacant Land
039-183-020	3778 Olive St				City of Clearlake	Vacant Land
039-183-030	14709 Palmer				City of Clearlake	Vacant Land
040-019-560	3496 Peony St				City of Clearlake	Vacant Land
039-623-190	15584 Pine Ave				City of Clearlake	Vacant Land
037-222-280	13696 Santa Cruz Ave				City of Clearlake	Vacant Land
037-382-470	16331 6th Ave				City of Clearlake	Vacant Land
042-362-100	13940 Sonoma Ave				City of Clearlake	Vacant Land
039-625-010	13980 Sonoma Ave				City of Clearlake	Vacant Land
039-626-010	13975 Sonoma Ave				City of Clearlake	Vacant Land
039-636-230	3334 Washington St				City of Clearlake	Vacant Land
039-481-570	3399 Washington St				City of Clearlake	Vacant Land
039-491-500	3359 Washington St				City of Clearlake	Vacant Land
039-481-440	3367 Washington St				City of Clearlake	Vacant Land
039-481-450	3395 Washington St				City of Clearlake	Vacant Land
039-491-560	3397 Washington St				City of Clearlake	Vacant Land
039-491-570	3393 Washington St				City of Clearlake	Vacant Land
039-491-580	3389 Washington St				City of Clearlake	Vacant Land
039-491-630	3387 Washington St				City of Clearlake	Vacant Land
039-491-640	3391 Washington St				City of Clearlake	Vacant Land
039-491-590	3401 Washington St				City of Clearlake	Vacant Land

<b>Jurisdiction</b>	Clearlake
<b>Reporting Period</b>	2024

**NOTE: This table contains ALL surplus/easements under jurisdiction over**

**ANNUAL ELEMENT PROJECT REPORT  
Housing Element Impacts**

For Lake County jurisdictions, please format the data as follows:

**Table H  
Locally Owned Surpluses and Easements**

**Parcel Identifier**

1	2	3	4
APN	Street Address/Intersection	Existing Use	Number of Units
Summary Row: Start Data Entry Below			





















# ANNUAL ELEMENT PROGRESS REPORT

## Housing Element Implementation

Note:  
Cells in gre

<b>Jurisdiction</b>	Clearlake	
<b>Reporting Period</b>	2024	(Jan. 1 - Dec. 31)
<b>Planning Period</b>	6th Cycle	08/15/2019 - 08/15/2027

**NOTE: STUDENT HOUSING WITH DENSITY BONUS ONLY.** This table only needs to be completed if there were student housing projects WITH a density bonus approved pursuant to Government Code 65915(b)(1)(F)

Table J

Student housing development for lower income students for which was granted a density bonus pursuant to subparagraph (F) of paragraph (1) of subdivision (b) of Section 65915

Project Identifier				Project Type	Date	Units (Beds/Student Capacity) Approved						
1				2	3	4						
APN	Street Address	Project Name <sup>+</sup>	Local Jurisdiction Tracking ID <sup>+</sup>	Unit Category (SH - Student Housing)	Date	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income
Summary Row: Start Data Entry Below												

# ANNU

<b>Jurisdiction</b>	Clearlake	
<b>Reporting Period</b>	2024	(Jan. 1 - Dec. 31)
<b>Planning Period</b>	6th Cycle	08/15/2019 - 08/15/2027


Local governments are required to inform HCD about any local tenant preference ordinance Code 7061 (SB 649, 2022, Cortese). Effective January 1, 2023, local governments adoptin  
m

<b>Does the Jurisdiction have a local tenant preference policy?</b>	<b>No</b>	
<b>If the jurisdiction has a local tenant preference policy, provide a link to the jurisdiction's webpage containing authorizing local ordinance and supporting materials.</b>		
<b>Notes</b>		

# IAL ELEMENT PROGR

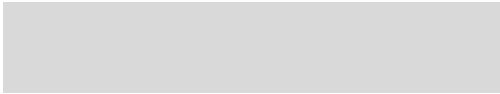
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## Table K

### Tenant Preference

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ce the local government maintains v  
ig a tenant preference are required  
ore than 90 days after the ordinanc



# BUSINESS REPORT

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## Policy

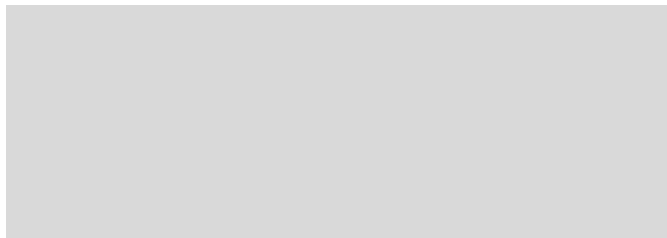
When the jurisdiction submits their annual progress report on housing to create a webpage on their internet website containing authorizing the process becomes operational.



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g approvals and production, per Government  
local ordinance and supporting materials, no



<b>Jurisdiction</b>	Clearlake
<b>Reporting Year</b>	2024

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*Please update the status of the proposed uses listed in*

<b>Total Award Amount</b>	\$
---------------------------	----

<b>Task</b>	<b>\$ Amount Awarded</b>

*Summary of entitlements, building permits, and certific*

<b>Completed Enti</b>
<b>In</b>
Very Low
Low
Moderate
Above Moderate
<b>Total Units</b>

<b>Building Per</b>
<b>In</b>

Very Low
Low
Moderate
Above Moderate
Total Units

<b>Certificate of Oc</b>
<b>In</b>
Very Low
Low
Moderate
Above Moderate
Total Units

(Jan. 1 - Dec. 31)

## ANNUAL ELEMENT PROG

### Local Early Action Planning

(CCR Title 25 §6

*in the entity's application for funding and the corresponding impact on housing within the region*

	-	<i>Total award</i>
--	---	--------------------

\$ Cumulative Reimbursement Requested	

*rates of occupancy (auto-populated from Table A2)*

Housing Units Issued by Affordability Summary	
Income Level	Current Year
Deed Restricted	102
Non-Deed Restricted	0
Deed Restricted	0
Non-Deed Restricted	0
Deed Restricted	0
Non-Deed Restricted	11
	0
	<b>113</b>

Housing Units Issued by Affordability Summary	
Income Level	Current Year



Deed Restricted	0
Non-Deed Restricted	0
Deed Restricted	0
Non-Deed Restricted	0
Deed Restricted	0
Non-Deed Restricted	11
	0
	<b>11</b>

<b>Occupancy Issued by Affordability Summary</b>	
<b>Income Level</b>	<b>Current Year</b>
Deed Restricted	0
Non-Deed Restricted	1
Deed Restricted	0
Non-Deed Restricted	0
Deed Restricted	0
Non-Deed Restricted	1
	3
	<b>5</b>

---

# RESS REPORT (LEAP) Reporting (202)

... or jurisdiction, as applicable, categorized based on the eligible uses specified in Section ...  
... amount is auto-populated based on amounts entered in rows 15-26.

Task Status	Other Funding



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*tion 50515.02 or 50515.03, as applicable.*

Notes



Clearlake, CA

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: AP-Accounts Payable</b>						
VEN01085	ACC BUSINESS	03/19/2025	Regular	0.00	613.64	18712
VEN01085	ACC BUSINESS	03/19/2025	Regular	0.00	613.64	18713
001911	ADAMS ASHBY GROUP INC	03/19/2025	Regular	0.00	19,155.20	18714
VEN01589	CITY OF UKIAH	03/19/2025	Regular	0.00	4,112.11	18715
000024	CLEARLAKE POLICE ASSOCIATION	03/19/2025	Regular	0.00	2,000.00	18716
000548	COMPUTER LOGISTICS	03/19/2025	Regular	0.00	2,298.99	18717
000841	COUNTY OF LAKE REGISTRAR OF VO	03/19/2025	Regular	0.00	9,224.55	18718
000572	COUNTY OF LAKE AUDITOR	03/19/2025	Regular	0.00	700,000.00	18719
002392	DE LAGE LANDEN PUBLIC FINANCE	03/19/2025	Regular	0.00	1,462.90	18720
VEN01486	DECKARD TECHNOLOGIES INC.	03/19/2025	Regular	0.00	3,150.00	18721
000774	DEEP VALLEY SECURITY	03/19/2025	Regular	0.00	32.95	18722
VEN01585	DEYANIRA LOPEZ	03/19/2025	Regular	0.00	23.91	18723
000073	EASTLAKE SANITARY LANDFILL	03/19/2025	Regular	0.00	43.20	18724
001199	EUREKA OXYGEN CO	03/19/2025	Regular	0.00	813.97	18725
001554	HINDERLITER DELLAMAS & ASSOC.	03/19/2025	Regular	0.00	1,688.89	18726
000008	INTERNAL REVENUE SERVICE	03/19/2025	Regular	0.00	29.38	18727
VEN01609	KIMBERLY D TURNER - KIM TURNER	03/19/2025	Regular	0.00	999.00	18728
000113	LEAGUE OF CALIF CITIES	03/19/2025	Regular	0.00	135.00	18729
VEN01391	LES SCHWAB GROUP HOLDINGS LLC	03/19/2025	Regular	0.00	902.80	18730
002169	LOS CARNEROS INVESTIGATIVE SVC	03/19/2025	Regular	0.00	400.00	18731
VEN01515	LSW ARCHITECTS P.C.	03/19/2025	Regular	0.00	4,462.50	18732
000793	MEDIACOM	03/19/2025	Regular	0.00	364.93	18733
VEN01240	MIDDLETOWN COPY & PRINT - JESSI	03/19/2025	Regular	0.00	257.40	18734
VEN01140	MIRANDA LOGAN	03/19/2025	Regular	0.00	385.00	18735
VEN01582	NORTHPOINT CONSULTING GROUP I	03/19/2025	Regular	0.00	3,162.50	18736
002242	PARODI INVESTIGATIVE SOLUTIONS	03/19/2025	Regular	0.00	2,260.69	18737
VEN01371	R.E.Y. ENGINEERS INC.	03/19/2025	Regular	0.00	3,955.50	18738
VEN01255	REDWOOD EMPIRE MUNICIPAL INSL	03/19/2025	Regular	0.00	184.60	18739
VEN01412	THE EIDAM CORPORATION - LUCY &	03/19/2025	Regular	0.00	10,538.50	18740
002292	TYLER TECHNOLOGIES	03/19/2025	Regular	0.00	6,769.97	18741
000708	VALIC LOCKBOX	03/19/2025	Regular	0.00	470.00	18742
000138	ZUMAR INDUSTRIES	03/19/2025	Regular	0.00	357.13	18743

**Bank Code AP Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	46	32	0.00	780,868.85
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
	<b>46</b>	<b>32</b>	<b>0.00</b>	<b>780,868.85</b>

### Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	3/2025	780,868.85
			<hr/> 780,868.85



Clearlake, CA

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: AP-Accounts Payable</b>						
001300	A & B COLLISION	03/25/2025	Regular	0.00	5,333.49	18744
001911	ADAMS ASHBY GROUP INC	03/25/2025	Regular	0.00	17,818.00	18745
002331	AFLAC	03/25/2025	Regular	0.00	183.34	18746
VEN01611	ALISBETH MALDONADO	03/25/2025	Regular	0.00	500.00	18747
001397	AT&T CALNET 3	03/25/2025	Regular	0.00	32.17	18748
001397	AT&T CALNET 3	03/25/2025	Regular	0.00	152.04	18749
001397	AT&T CALNET 3	03/25/2025	Regular	0.00	635.89	18750
001397	AT&T CALNET 3	03/25/2025	Regular	0.00	67.47	18751
001397	AT&T CALNET 3	03/25/2025	Regular	0.00	31.65	18752
001397	AT&T CALNET 3	03/25/2025	Regular	0.00	225.83	18753
001397	AT&T CALNET 3	03/25/2025	Regular	0.00	61.75	18754
000068	BOB'S JANITORIAL	03/25/2025	Regular	0.00	146.79	18755
VEN01610	CHARLOTTE WHITE	03/25/2025	Regular	0.00	294.00	18756
000548	COMPUTER LOGISTICS	03/25/2025	Regular	0.00	1,800.00	18757
001825	COUNTY OF LAKE CLERK	03/25/2025	Regular	0.00	200.00	18758
001825	COUNTY OF LAKE CLERK	03/25/2025	Regular	0.00	100.00	18759
VEN01386	DOWNEY BRAND LLP	03/25/2025	Regular	0.00	2,730.00	18760
000073	EASTLAKE SANITARY LANDFILL	03/25/2025	Regular	0.00	751.59	18761
VEN01544	EIDE BAILLY LLP	03/25/2025	Regular	0.00	13,311.38	18762
001199	EUREKA OXYGEN CO	03/25/2025	Regular	0.00	396.03	18763
000167	HIGHLANDS SENIOR CENTER	03/25/2025	Regular	0.00	450.00	18764
VEN01394	HUNTERS SERVICES INC	03/25/2025	Regular	0.00	570.00	18765
001775	JONES & MAYER	03/25/2025	Regular	0.00	52,524.65	18766
VEN01391	LES SCHWAB GROUP HOLDINGS LLC	03/25/2025	Regular	0.00	2,966.77	18767
000009	OPERATING ENGINEERS LOCAL 3	03/25/2025	Regular	0.00	357.50	18768
002031	REDWOOD COAST PETROLEUM & N	03/25/2025	Regular	0.00	181.20	18769
000085	VESTIS GROUP INC. F/K/A ARAMARK	03/25/2025	Regular	0.00	43.92	18770
002264	WEX BANK	03/24/2025	Bank Draft	0.00	11,283.73	DFT0004900

**Bank Code AP Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	60	27	0.00	101,865.46
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	1	1	0.00	11,283.73
EFT's	0	0	0.00	0.00
	<b>61</b>	<b>28</b>	<b>0.00</b>	<b>113,149.19</b>

### Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	3/2025	113,149.19
			<hr/>
			<b>113,149.19</b>





Clearlake, CA

Packet: APPKT03718 - 3/26/25 CEC SENIOR CENTER PAYMENT AA

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
002162	CALIFORNIA ENGINEERING	03/26/2025	Regular	0.00	12,565.80	18772

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	12,565.80
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
	<b>1</b>	<b>1</b>	<b>0.00</b>	<b>12,565.80</b>

### Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	3/2025	12,565.80
			<hr/>
			12,565.80



Clearlake, CA

# Check Register

Packet: APPKT03716 - 3/26/25 PLACER FORECLOSURE PAYMENT  
AA

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
VEN01617	STELLA SHAO-PLACER FORECLOSURE	03/26/2025	Regular	0.00	2,350.00	18771

### Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	2,350.00
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
	<b>1</b>	<b>1</b>	<b>0.00</b>	<b>2,350.00</b>

### Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	3/2025	2,350.00
			<hr/>
			2,350.00

# CITY OF CLEARLAKE

City Council



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

**WHAT IS BEING ASKED OF THE CITY COUNCIL:**

On September 8, 2024, the Director of Emergency Services/City Manager issued a Proclamation of Local Emergency due to the Boyles Fire (attached), which was ratified by the City Council on September 12, 2024.

Pursuant to Section 2-11.6.a.6.a of the Clearlake Municipal Code, the Director is empowered to make and issue rules and regulation on matters reasonably related to the protection of life and property as affected by such emergency; provide, however such rules and regulations must be confirmed at the earliest practical time by the City Council. Thereafter, the emergency declaration must be continued by affirmation of the Council every 60 days.

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

**OPTIONS:**

- 1. Continue to ratify order.

**FISCAL IMPACT:**

None     Budgeted Item?     Yes     No

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

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

Comments:

**STRATEGIC PLAN IMPACT:**

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

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

**SUGGESTED MOTIONS:**

- Attachments:** 1) Proclamation Declaring a Local Emergency for The Boyles Fire



# City of Clearlake

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

## **PROCLAMATION BY THE CITY OF CLEARLAKE DIRECTOR OF EMERGENCY SERVICES DECLARING A LOCAL EMERGENCY FOR THE BOYLES FIRE**

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

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

WHEREAS, on September 8, 2024 the Boyles Fire was started near Boyles Avenue and 8<sup>th</sup> Avenue in Clearlake and quickly spread north quickly driven by high winds.; and

WHEREAS, after a fierce fire fight by various partners from throughout the region, and led by CalFire and the Lake County Fire Protection District, approximately 90 acres were scorched, approximately 30 homes were lost, Pacific Gas and Electric infrastructure was damaged, and significant private property damage occurred, of which the full extent is still unknown; and

WHEREAS, dozens of Clearlake families have lost their homes and property; and

WHEREAS, such recovery from such conditions is beyond the control of the services, personnel, equipment, and facilities of the City and require the combined forces of other political subdivisions to combat and clean up; and

WHEREAS, the mobilization of local resources, ability to coordinate interagency response, accelerate procurement of vital supplies, use mutual aid, and allow for future

reimbursement by the state and federal governments will be critical to successfully responding to the impacts of the Boyles Fire; and

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

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

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



**DATED:** September 8, 2024



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Alan D. Flora  
Director of Emergency Services



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

**WHAT IS BEING ASKED OF THE CITY COUNCIL:**

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

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

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

**OPTIONS:**

- 1. Continue to ratify order.

**FISCAL IMPACT:**

None     Budgeted Item?     Yes     No

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

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

Comments:

**STRATEGIC PLAN IMPACT:**

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

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

**SUGGESTED MOTIONS:**

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



# City of Clearlake

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

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

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

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

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

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

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

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

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

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

**DATED:** February 9, 2024



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Alan D. Flora  
Director of Emergency Services

# CITY OF CLEARLAKE

City Council



<b>STAFF REPORT</b>	
<b>SUBJECT:</b> Authorization of Fee Structure Changes to the Special Events Applications	<b>MEETING DATE:</b> April 3, 2025
<b>SUBMITTED BY:</b> Melissa Swanson, Administrative Services Director/City Clerk	
<b>PURPOSE OF REPORT:</b> <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

**WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:**

The City Council is being asked to authorize the City Manager to implement special event fees and deposits based on an hourly rate. The existing four-hour rental rate and deposit requirement will be divided by four to determine the hourly rate and corresponding deposit, ensuring no increase in cost to renters.

**BACKGROUND/DISCUSSION:**

The City of Clearlake's current special event fee structure and rental policy for special events, the Clearlake Youth Center and the Clearlake Senior Center mandates a minimum rental duration of four hours. While this policy serves larger events adequately, it creates a financial barrier for many small businesses and non-profit organizations that only require the facilities for shorter periods. This policy inadvertently limits community access to these valuable resources.

**Analysis:**

Adopting an hourly rental/deposit rate structure presents several key advantages:

- **Increased Accessibility for Small Businesses and Non-Profit Organizations:**  
Many local small businesses and non-profit entities need space for meetings, workshops, training sessions, and presentations that do not require a four-hour commitment. The current policy disproportionately affects these groups.
- By offering hourly rentals and lowered deposits for the hourly use, the City can better support these organizations, promoting local economic activity, and fostering community engagement.
- Examples of events that would benefit from this change include:
  - Short training seminars
  - Board meetings
  - Community workshops
  - Brief fundraising events

- Networking events
- Enhanced Facility Utilization and Flexibility:
  - An hourly rate structure allows for more flexible scheduling, optimizing the use of the Youth Center and Senior Center.
  - This change has the potential to increase overall facility usage and generate additional revenue for the City by accommodating a wider range of rental needs.
- Cost Neutrality for Renters:
  - The proposed change does not involve an increase in the cost of renting these facilities. The hourly rate will be calculated by dividing the current four-hour rental/deposit rate by four.
  - Calculation: Hourly Rate = (Current Four-Hour Rate) / 4

Staff anticipates that the transition to an hourly rate structure will have a neutral to positive impact on revenue. While individual rentals may be shorter, the increased accessibility is expected to drive a higher volume of rentals, potentially offsetting any decrease in revenue per rental. The increased utilization of the facilities may also lead to greater community awareness and future bookings.

The proposed policy change will benefit the community by:

- Providing greater access to City facilities for small businesses and non-profit organizations.
- Supporting local economic development and community initiatives.
- Maximizing the use of public resources.
- Promoting inclusivity and equitable access to community spaces.

Staff believes that the implementation of an hourly rental/deposit rate structure for the Clearlake Youth Center and Community/Senior Center is a sound and equitable policy adjustment. It will enhance accessibility, improve facility utilization, and better serve the needs of our diverse community, particularly small businesses and non-profit organizations. Staff respectfully requests the City Council's approval of this policy modification.

**OPTIONS:**

1. Move to authorize the City Manager to implement special event fees and deposits based on an hourly rate.
2. Other direction

**FISCAL IMPACT:**

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

Comments:

**STRATEGIC PLAN IMPACT:**

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

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

**SUGGESTED MOTIONS:**

Move to authorize the City Manager to update the FY 24/25 Fee Schedule to reflect special event fees based on an hourly rate for the Clearlake Youth Center and Clearlake Senior/Community Center.

- Attachments:** 1) FY 24/25 Fee Schedule



**Special Events**

**RESERVATION DEPOSIT: Non-refundable deposit for reservations made up to twelve (12) months in advance is \$25.00.  
Reservation deposit will be applied toward facility rental fee.**

**Austin Park**

	Daily	Deposit
Non-profit	\$ 45.00	\$ 100.00
All Others Under 50 Attendees	\$ 80.00	\$ 500.00
All Others Over 50 Attendees	\$ 130.00	\$ 1,000.00
Covered Bench Area at Playground ( 3 tables for 4 hours)	\$ 50.00	\$ 100.00
Bandshell	\$ 500.00	\$ 500.00
Dog Park - 4 hours	\$ 100.00	\$ 150.00

\*\* These fees are adjustable by the City Manager based on past performance.

**Large Events**

	Deposit
200-300 People or 2-3 day event	\$ 500.00
300-500 People or 3-5 day event	\$ 1,000.00

**Electrical/Trash**

Electricity	\$ 25.00
Additional Trash Cans (per can)	\$ 25.00

**Senior/Community Center**

		Standard Rate	Non-Profit Rate
<b>Building w/o Kitchen (4042 sq ft)</b>	<b>4 hours</b>	\$ 235.00	\$ 131.00
Each Additional Hour		\$ 59.00	\$ 32.00
Cleaning Deposit		\$ 300.00	\$ 300.00
<b>Multi-purpose Room (2964 sq ft)</b>	<b>4 hours</b>	\$ 179.00	\$ 95.00
Each Additional Hour		\$ 44.00	\$ 23.00
<b>Auxiliary Room (1078 sq ft)</b>	<b>4 hours</b>	\$ 70.00	\$ 40.00
Each Additional Hour		\$ 30.00	\$ 19.00
Cleaning Deposit		\$ 100.00	\$ 100.00
<b>Kitchen Only (1078 sq ft)</b>	<b>4 hours</b>	\$ 75.00	\$ 45.00
Each Additional Hour		\$ 40.00	\$ 22.00
Cleaning Deposit		\$ 300.00	\$ 300.00
<b>Classroom (320 sq ft)</b>	<b>4 hours</b>	\$ 25.00	\$ 15.00
Each Additional Hour		\$ 5.00	\$ 3.00
Cleaning Deposit		\$ 100.00	\$ 100.00

*Sq ft are approximations*

<b>Alcohol Use Additional Deposit</b>	\$ 200.00	\$ 200.00
<b>Returned Check Fee</b>	\$ 35.00	\$ 35.00

**Youth Center**

			<b>Standard Rate</b>	<b>Non-Profit Rate</b>
<b>Room</b>		<b>4 hours</b>	\$ 65.00	\$ 50.00
	Each Additional Hour		\$ 25.00	\$ 25.00
	Cleaning Deposit		\$ 300.00	\$ 300.00
<b>Kitchen</b>		<b>4 hours</b>	\$ 75.00	\$ 50.00
	Each Additional Hour		\$ 30.00	\$ 30.00
	Cleaning Deposit		\$ 300.00	\$ 300.00
<b>Room and Kitchen</b>		<b>4 hours</b>	\$ 130.00	\$ 90.00
	Each Additional Hour		\$ 40.00	\$ 40.00
	Cleaning Deposit		\$ 600.00	\$ 600.00
<b>Lost Key Fee</b>			\$ 25.00	\$ 25.00
<b>Lock Out Fee</b>			\$ 25.00	\$ 25.00
<b>Returned Check Fee</b>			\$ 35.00	\$ 35.00



<b>STAFF REPORT</b>	
<b>SUBJECT:</b> Discussion and Consideration of CDBG Storm Drain Master Plan Close-Out 17-MIT-PPS-21005	<b>MEETING DATE:</b> April 3, 2025
<b>SUBMITTED BY:</b> Bambi Cline, Management Analyst	
<b>PURPOSE OF REPORT:</b> <input type="checkbox"/> Information only <input checked="" type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

**WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:**

The City Council is being asked to adopt a resolution accepting the final Storm Drain Master Plan funded under State Contract No. 17-MIT PPS-21005 and authorize the City Manager to submit the closeout package to the California Department of Housing and Community Development (HCD), confirming successful project completion and financial reconciliation.

**BACKGROUND/DISCUSSION:**

In 2021, the City of Clearlake was awarded funding under the Community Development Block Grant - Disaster Recovery Mitigation Public Programs and Projects (CDBG-DR MITPPS) initiative through Federal Allocations DR-4344 and DR-4353. Contract No. 17-MITPPS-21005 supported the development of a Storm Drain Master Plan aimed at identifying areas of concern, recommending infrastructure improvements, and developing a long-term strategy for managing stormwater and mitigating flood risks in disaster-impacted areas.

**PROJECT OUTCOMES:**

The Storm Drain Master Plan has been successfully completed and meets all goals outlined in the contract, including:

- Comprehensive assessment of the existing stormwater system.
- Hydrologic modeling to identify infrastructure vulnerabilities.
- Strategic recommendations to improve stormwater infrastructure
- Development of mitigation strategies to reduce flood risks and support community resilience.

The project meets the definition of a mitigation activity by increasing the City’s capacity to withstand future storm events and reducing the risk of property damage, hardship, and public safety threats. Additionally, the project demonstrates compliance with LMI (low- and moderate-income) benefit requirements and disaster recovery tieback mandates.

**NEXT STEPS:**

Upon City Council authorization, staff will submit the required closeout documentation to HCD, including:

- Resolution accepting the final Storm Drain Master Plan.
- Final DOB check.
- Compliance with special conditions (Exhibit E).
- Notice of completion and closeout certification form.
- Financial reconciliation certification.
- Final SMAR and narrative summary.
- Public hearing documentation affirming community engagement and transparency.

**CONCLUSION:**

The completion of the Storm Drain Master Plan under the CDBG-DR MITPPS program marks a significant milestone in the City's ongoing efforts to improve infrastructure and protect the community from future disasters. Staff appreciates the support of the City Council and looks forward to submitting the project for final closeout approval by HCD.

**FISCAL IMPACT:**

None       \$500,000 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: Fund 372

Comments: All CDBG-DR MITPPS funds were utilized in accordance with the contract scope and budget. No additional local funds are required to complete the closeout process. Final financial reconciliation confirms that all expenditures are eligible and properly documented.

**STRATEGIC PLAN IMPACT:**

- Goal #1: Make Clearlake a Visibly Cleaner City (reduction of puddling, ponding and trash build up)
- Goal #2: Make Clearlake a Statistically Safer City (prevention of property damage and injury)
- Goal #3: Improve the Quality of Life in Clearlake with Improved Public Facilities (safer roadways and drainage)
- Goal #4: Improve the Image of Clearlake (aligns with the new roads, curb, gutter and sidewalk)
- Goal #5: Ensure Fiscal Sustainability of City (reduction of repairs, replacement and property damage)
- Goal #6: Update Policies and Procedures to Current Government Standards
- Goal #7: Support Economic Development (creating up to date infrastructure spurs growth with residents, developers, contractors and business)

**SUGGESTED MOTIONS:**

Adopt Resolution 2025-14 and authorize the City Manager to submit the closeout package to California Department of Housing and Community Development (HCD), confirming successful project completion and financial reconciliation.

- Attachments:**                    1) Resolution 2025-14

## RESOLUTION NO. 2025-14

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLEARLAKE ACCEPTING THE COMPLETION OF THE CITY WIDE STORM DRAIN MASTER PLAN UNDER THE STATE OF CALIFORNIA CDBG-DR MIT PPS INITIATIVE AND AUTHORIZING THE CLOSEOUT OF THE PROGRAM UNDER STATE CONTRACT NO. 17-MITPPS-21005

WHEREAS, the City of Clearlake has successfully implemented the Storm Drain Master Plan funded by the State of California Community Development Block Grant Disaster Recovery (CDBG-DR) Mitigation Public Programs and Projects (MIT PPS funds appropriated under Public Law 115-123 and allocated to the State of California by the U.S. Department of Housing and Urban Development (hereinafter “HUD”). The funding is provided to carry out strategic and high-impact activities to mitigate disaster risks and reduce future losses in areas impacted by the Federal Emergency Management Agency’s Major Disaster Declaration DR-4344 in October 2017 and DR-4353 in December 2017/January 2018; and

WHEREAS, the Storm Drain Master Plan was developed to identify stormwater infrastructure vulnerabilities, improve stormwater system efficiency, and reduce flood-related risks in areas impacted by past disasters; and

WHEREAS, the planning process included data collection, hydraulic modeling, community engagement, and development of prioritized mitigation strategies to enhance community resilience and public safety; and

WHEREAS, the project was implemented in accordance with the approved Scope of Work, federal and state program requirements, and adopted planning standards; and

WHEREAS, the City of Clearlake has ensured that all project activities align with the national objectives of the CDBG-MITPPS program by mitigating risks to critical infrastructure and benefiting low- and moderate-income (LMI) communities; and

WHEREAS, the project demonstrated a clear disaster recovery tieback by addressing infrastructure vulnerabilities in areas impacted by federally declared disasters, and did not trigger Section 3 or Davis-Bacon Act requirements as defined by HUD; and

WHEREAS, the City of Clearlake has reviewed and verified all expenditures, deliverables, and program compliance to ensure successful completion of the Storm Drain Master Plan project; NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Clearlake, as follows:

1. **Acceptance of Program Completion:** The City Council hereby accepts the City Wide Storm Drain Master Plan under the CDBG MIT PPS initiative defined under Contract No. 17-MIT PPS-21005 as complete and satisfactory.
2. **Authorization to Closeout:** The City Council authorizes the City Manager to proceed with the closeout process for the City Wide Storm Drain Master Plan in accordance with the CDBG MIT PPS requirements.
3. **Documentation and Reporting:** The City Manager is directed to ensure that all necessary documentation and reporting are completed and submitted to the appropriate authorities to finalize the program’s closeout.

- 4. **Retention of Records:** The City of Clearlake will retain all program records for a minimum period of five years following the closeout date, as required by HCD/HUD regulations.
- 5. **Compliance with Ongoing Monitoring:** The City of Clearlake commits to adhering to any ongoing compliance and monitoring requirements as stipulated by the Department of Housing and Community Development (HCD).
- 6. **Disaster Recovery Tieback Compliance:** The City Council affirms that the City Wide Storm Drain Master Plan meets the required disaster recovery tieback to the disaster under Federal Allocation Number DR-4344 and DR-4353, targeting recovery and mitigation in disaster-affected areas.
- 7. **Effective Date:** This resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the City Council of the City of Clearlake on this 3<sup>rd</sup> of April, 2025 by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

ATTEST: \_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

# CITY OF CLEARLAKE

City Council



<b>STAFF REPORT</b>	
<b>SUBJECT:</b> Consideration of First Reading of Ordinance No. 280-2025, An Ordinance of the City Council of the City of Clearlake Authorizing Bingo Games for Charitable Purposes Only	<b>MEETING DATE:</b> April 3, 2025
<b>SUBMITTED BY:</b> Melissa Swanson, Administrative Services Director/City Clerk	
<b>PURPOSE OF REPORT:</b> <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 hold the first reading of Ordinance No. 280-2025, An Ordinance of the City Council of the City of Clearlake Authorizing Bingo Games for Charitable Purposes Only. The attached ordinance proposes to repeal Section 6-8 of the Clearlake Municipal Code, which previously addressed Remote Caller Bingo Games, and replace it with a new Section 6-8 that authorizes bingo games for charitable purposes only. This action is necessary because Remote Caller Bingo Games have been deemed illegal by the State of California.

The proposed ordinance includes provisions to ensure strict compliance with regulations, protect the community's peaceful atmosphere, and prevent illegal gambling activities. It defines "bingo," sets forth general provisions for conducting bingo games, specifies which organizations are authorized to conduct bingo games and how proceeds must be used, and establishes regulations for licensing, operation, and violations.

**BACKGROUND/DISCUSSION:**

The City of Clearlake has a long-standing interest in allowing bingo games to be conducted for charitable purposes. For example, staff at the Clearlake Youth Center have been holding monthly bingo games to raise money for youth events and activities. This ordinance will provide the legal framework for such activities to continue, ensuring they are conducted in accordance with state and local laws.

- The ordinance aims to replace the previous regulations on Remote Caller Bingo Games with new provisions authorizing and regulating bingo games for charitable purposes only. This is due to Remote Caller Bingo Games being deemed illegal by the State of California.
- **Definition of Bingo:**
  - Bingo is defined as a game of chance where prizes are awarded based on matching numbers or symbols on a tangible card held by the player with those randomly selected and announced by a live caller.



- The game includes tangible cards with concealed numbers or symbols distribution.
- Electronic or video displays are prohibited, except for the caller's drawing and public display of numbers/symbols.
- Winning cards cannot be known before the game.
- Preprinted cards must indicate they are "for sale or use only in a bingo game authorized under California law and pursuant to local ordinance."
- Prizes can only be claimed with a covered or marked tangible card presented by a player.
- **Authorized Organizations:**
  - Bingo games can only be conducted by organizations exempt from the bank and corporation tax under specific sections of the Revenue and Taxation Code, mobile home park associations, charitable organizations affiliated with a school district, and senior citizen organizations.
  - The proceeds must be used exclusively for charitable purposes.
- **Location of Games:**
  - Bingo games must be conducted on property owned or leased by the authorized organization, or property donated for their use, and used for their office or organizational purposes.
  - The property does not need to be used exclusively by the organization.
- **Operation of Games:**
  - Bingo games must be operated and staffed only by members of the authorized organization, who cannot receive profit, wages, or salaries from the game proceeds.
  - Only the authorized organization can operate, promote, supervise, or participate in any aspect of the game.
  - Security personnel who are not members can be employed.
  - All bingo games must be open to the public.
- **Financial Interest and Use of Proceeds:**
  - No entity other than the authorized organization can hold a financial interest in the bingo game.
  - Organizations exempt under Section 23701(d) of the Revenue and Taxation Code must keep profits in a separate fund used only for charitable purposes.
  - Other authorized organizations, such as the City of Clearlake, must also keep proceeds in a separate fund for charitable purposes, but may use proceeds for prizes, rental of property, overhead expenses (within limits), and license fees. In the City's case, staff intend to use the proceeds for youth events and prizes to continue holding games. Initial prizes for the games held were donated by Admin Services staff and Alvarez Enterprises.
- **Record Keeping and Reporting:**
  - A copy of the monthly records of receipts, disbursements, and fund balance must be delivered to the Clearlake Police Department.
  - All records and bank accounts related to bingo games are subject to inspection by the Police Department.
- **Licensing:**
  - Organizations must be licensed by the Police Department to conduct bingo games. Fees will be adopted at a public hearing at the next Council meeting, following the second reading of the ordinance.
  - The Police Department can require individuals involved in the games to be fingerprinted and photographed.
  - Licenses are annual, with fees varying based on the frequency of games.
  - If a license application is denied, half of the fee is refunded.

- **Participation Restrictions:**
  - Participants must be physically present at the game.
  - Minors (under 18 years) are prohibited from participating.
- **Time and Prize Limits:**
  - Bingo games cannot be conducted between midnight and 10 a.m.
  - The total value of prizes for each separate game cannot exceed \$500 in cash or kind, or both.
- **Violations:**
  - Paying or receiving profit, wages, or a salary from a bingo game is a misdemeanor, punishable by a fine up to \$10,000.
  - Other violations of the ordinance are misdemeanors, punishable by a fine up to \$500, imprisonment up to six months, or both.
  - Violations can lead to immediate suspension or revocation of the license.
- **Suspension or Revocation Process:**
  - The Chief of Police can temporarily suspend or revoke a license for violations.
  - The Chief of Police must file written charges with the City Council within ten days of suspension or revocation.
  - The City Council will hold a hearing and notify the licensee at least ten days prior.
  - The City Council has the authority to revoke or temporarily suspend the license.

**OPTIONS:**

1. Move to hold the first reading of Ordinance No. 280-2025.
2. Other direction.

**FISCAL IMPACT:**

None       \$50 anticipated annual license fee      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 Hold First Reading of the Ordinance, read it by title only, waive further reading and s  
reading and adoption for the next Council meeting.

Section I, Item 10.

**Attachments:** 1) Ordinance No. 280-2025

**CITY OF CLEARLAKE**

**ORDINANCE NO. 280-2025**

**ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLEARLAKE  
REPEALING SECTION 6-8, REMOTE CALLER BINGO GAMES, AND  
ADDING SECTION 6-8, AUTHORIZING BINGO GAMES FOR  
CHARITABLE PURPOSES ONLY**

**THE CITY COUNCIL OF THE CITY OF CLEARLAKE HEREBY ORDAINS  
AS FOLLOWS:**

**Section 6-8.1. Purpose.**

Being fully aware of the problems which may arise in Clearlake from authorizing bingo, a form of lottery otherwise prohibited by law, this article is adopted with the view to ensuring strict compliance with its provisions. In order to protect the peaceful atmosphere in the community restrictions are enacted regarding proper hours of operation. To ensure observance of laws and to prevent encroachment by illegal gambling interests provision is made for monitoring operations by the Police Department. Unless these safeguards are adopted and enforced, the original purpose of authorizing bingo games for charitable purposes only, will be jeopardized to the detriment of the peace, safety and welfare of the people in Clearlake. Further, as Remote Caller Bingo Games have been deemed illegal by the State of California, Section 6-8, Remote Caller Bingo Games, is hereby repealed, and the following provisions shall replace the said section.

**Sec. 6-8.2. General Provisions.**

6-8.2.1 As used in this article, "bingo" means a game of chance in which prizes are awarded on the basis of designated numbers or symbols on a card that are marked or covered by the player on a tangible card in the player's possession and that conform to numbers or symbols, selected at random and announced by a live caller. The game of bingo includes tangible cards having numbers or symbols which are concealed in a manner providing for distribution of prizes. Electronics or video displays shall not be used in connection with the game of bingo, except in connection with the caller's drawing of numbers or symbols and the public display of that drawing. The winning cards shall not be known prior to the game by any person participating in the playing or operation of the bingo game. All preprinted cards shall bear the legend, "for sale or use only in a bingo game authorized under California law and pursuant to local ordinance." Only a covered or marked tangible card possessed by a player and presented to an attendant may be used to claim a prize.

6-8.2.2 Bingo games shall be conducted only by organizations exempted from the payment of the bank and corporation tax by Sections 23701(a), 23701(b), 23701(d), 23701(e), 23701(f), 23701(g) and 23701(l) of the Revenue and Taxation Code and by mobile home park associations, charitable organizations affiliated with a school district and senior citizens organizations; provided the proceeds of such games are used only for charitable purposes.

6-8.2.3 An organization authorized to conduct bingo games pursuant to Section 6-8.2, shall conduct a bingo game only on property owned or leased by it, or property whose use is donated to the organization, and which property is used by such organization for an office or for performance of the purposes for which the organization is organized. Nothing in this subdivision shall be construed to require that the property owned or leased by the organization be used or leased exclusively by such organization.

6-8.2.4 A bingo game shall be operated and staffed only by members of the authorized organization which organized it. Such members shall not receive a profit, wage, or salary from any bingo game. Only the organization authorized to conduct a bingo game shall operate such game, or participate in the promotion, supervision, or any other phase of such game. This section does not preclude the employment of security personnel who are not members of the authorized organization at such bingo games by the organization conducting the game. All bingo games shall be open to the public, not just to the members of the authorized organization.

6-8.2.5 No individual corporation, partnership, or other legal entity except the organization authorized to conduct a bingo game shall hold a financial interest in the conduct of such bingo game.

6-8.2.6(a) With respect to organizations exempt from payment of the bank and corporation tax by Section 23701(d) of the Revenue and Taxation Code, all profits derived from a bingo game shall be kept in a special fund or account and shall not be commingled with any other fund or account. Such profits shall be used only for charitable purposes. With respect to other organizations authorized to conduct bingo games pursuant to this section, all proceeds derived from a bingo game shall be kept in a special fund or account and shall not be commingled with any other fund or account. Such proceeds shall be used only for charitable purposes, except as follows:

- (1) Such proceeds may be used for prizes.
- (2) A portion of such proceeds, not to exceed 20 per cent of the proceeds before the deduction for prizes, or three thousand dollars (\$3,000.00) per month increased annually by the annual average percentage in the California Consumer Price Index for the preceding calendar year, whichever is less, may be used for rental of property, overhead, including

the purchase of bingo equipment, administrative expenses, security equipment, and security personnel.

(3) Such proceeds may be used to pay license fees.

6-8.2.6(b) By the fifth day of each month a copy of the records of receipts, disbursements and special fund balance for the preceding month's games shall be delivered to the Clearlake Police Department in Lakeport. If games are held less frequently than at least once per month the above records shall be delivered not later than ten (10) days following the games. All records and bank accounts pertaining to the bingo games shall be open to inspection by the Police Department at all reasonable times.

6-8.2.7 Only an organization licensed by the Police Department may conduct bingo games. Application for licenses shall be made to the Police Department on forms provided by that office. In the discretion of the Police Department any person in an organization who expects to or does participate in the conduct of the games shall submit to being fingerprinted and photographed by the Police Department. The license shall be renewed annually.

6-8.2.9(a) An annual license fee in the amount set forth below shall be payable upon application for the license and on the date of each annual renewal thereof:

- More than two (2) games per month \$50.00
- Two (2) games per month 35.00
- One game per month 25.00
- Less than one game per month 15.00

6-8.2.9(b) If an application for a license is denied, one-half (1/2) of any license fee paid shall be refunded to the organization.

6-8.2.10 No person shall be allowed to participate in a bingo game, unless the person is physically present at the time and place in which the bingo game is being conducted. No minor shall be allowed to participate in any bingo game. A minor is a person under the age of eighteen (18) years.

6-8.2.11 No bingo game shall be conducted between the hours of 12 midnight and 10 a.m.

6-8.2.12 The total value of prizes awarded during the conduct of any bingo games shall not exceed five hundred dollars (\$500.00) in cash or kind, or both, for each separate game which is held.

**Sec. 6-8.3. Violations.**

6-8.3.1 Any person who receives or pays a profit, wage, or salary from any bingo game authorized by this article is guilty of a misdemeanor and is punishable by a fine not to exceed ten thousand dollars (\$10,000.00) which fine shall be deposited in the general fund of Clearlake.

6-8.3.2 Any other violation of any of the provisions of this ordinance is a misdemeanor punishable by a fine not to exceed five hundred dollars (\$500.00) or by imprisonment in the County Jail for not more than six months or by both such fine and imprisonment.

6-8.3.3 Any violation of the provisions of this ordinance shall be cause for immediate suspension or revocation of the license pursuant to Section 6-8.4.

**Sec. 6-8.4. Suspension or Revocation Hearing.**

6-8.4.1 The Chief of Police is authorized to temporarily suspend or revoke the license of any licensee under this section whenever it appears to him/her that the licensee shall have violated any of the provisions of this article.

6-8.4.2 Upon suspension or revocation the Chief of Police shall within ten (10) days, file with City Council written charges against the licensee.

6-8.4.3 The City Council shall set the matter for hearing and notify the licensee at least ten (10) days before the hearing.

6-8.4.4 The City Council shall have the power to revoke or temporarily suspend the license for any such period as it may deem proper, as the facts may warrant.

**Secs. 6-8.5—6-8.10. Reserved.**

**Section 6-8.11.** If any section, subsection, clause, sentence, work or phrase of this title is for any reason held to be invalid and/or unconstitutional by a court of competent jurisdiction, such decision shall not affect the remaining portions of the title. The City Council declares that it would have passed and adopted this ordinance and each of the provisions thereof irrespective of the fact that any one or more such provisions be declared invalid and/or unconstitutional.

**Section 6-8.12.** This ordinance shall take effect on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ and before the expiration of fifteen (15) calendar days after its passage it shall be published at least once in a newspaper of general circulation in the City of Clearlake.

**INTRODUCED** by the City Council of the City of Clearlake, County of Lake, State of California on the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ and **PASSED AND ADOPTED** on this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ by the following vote:

**AYES:**

**NOES:**

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**ABSENT OR NOT VOTING:**

**Mayor**

**ATTEST:**

**City Clerk**