



## CITY COUNCIL REGULAR MEETING

Clearlake City Hall Council Chambers

14050 Olympic Dr, Clearlake, CA

Thursday, July 20, 2023

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 can submit comments and questions in writing for City Council consideration by sending them to the Administrative Services Director/City Clerk at [mswanson@clearlake.ca.us](mailto:mswanson@clearlake.ca.us). To give the City Council adequate time to review your questions and comments, please submit your written comments prior to 4:00 p.m. on the day of the meeting.

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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.*

#### 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).

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join. <https://clearlakeca.zoom.us/j/83085917604>

Or One tap mobile:

+16694449171,,83085917604# US

+12532158782,,83085917604# US (Tacoma)

Or join by phone:

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

US: +1 669 444 9171 or +1 253 215 8782 or +1 346 248 7799 or +1 719 359 4580 or +1 720 707 2699 or +1 253 205 0468 or +1 312 626 6799 or +1 360 209 5623 or +1 386 347 5053 or +1 507 473 4847 or +1 564 217 2000 or +1 646 558 8656 or +1 646 931 3860 or +1 689 278 1000 or +1 301 715 8592 or +1 305 224 1968 or +1 309 205 3325

Webinar ID: 830 8591 7604

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

**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. Invitational speakers who do not abide by these simple rules of respect and brevity shall be given a warning and/or not invited back to provide a subsequent invocation for a reasonable period of time, as determined appropriate by the City. This policy is not intended, and shall not be implemented or construed in any way, to affiliate the City Council with, nor express the City Council's preference for, any faith or religious denomination. Rather, this policy is intended to acknowledge and express the City Council's respect for the diversity of religious denominations and faith represented and practiced among the citizens of Clearlake. If a scheduled invitational speaker does not appear at the scheduled meeting, the Mayor will ask that the City Council observe a moment of silence in lieu of the invocation. More information about the City's invocation policy is available upon request by contacting the Administrative Services Director/City Clerk at (707) 994-8201x106 or via email at [mswanson@clearlake.ca.us](mailto:mswanson@clearlake.ca.us).*

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

**E. PRESENTATIONS**

1. Presentation of July's Adoptable Dogs

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

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

2. Warrants  
Recommended Action: Receive and file
3. Minutes  
Recommended Action: Receive and file

#### **H. BUSINESS**

4. Award of Contract for Guardrail Installation  
Recommended Action: Move to approve the contract with Midstate Barrier for \$46,500.00 and authorize the City Manager to approve up to 10% for additional unforeseen contract amendments.
5. Award of Contract for Traffic Signal Upgrades  
Recommended Action: Move to approve the contract with DC Electric in the amount of \$46,715.00.
6. Consideration of a Memorandum of Understanding (MOU) with the Konocti Unified School District (KUSD) for a School Resource Officer  
Recommended Action: Approve MOU and authorize City Manager to sign

#### **I. CITY MANAGER AND COUNCILMEMBER REPORTS**

#### **J. FUTURE AGENDA ITEMS**

#### **K. CLOSED SESSION**

- (7) Liability Claims: Claimant: Cari McCormick; Agency Claimed Against: California Public Employees' Retirement System; State of California; County of Lake; City of Clearlake, et al.

#### **L. ANNOUNCEMENT OF ACTION FROM CLOSED SESSION**

#### **M. ADJOURNMENT**

POSTED: July 14, 2023

BY:



Melissa Swanson, Administrative Services Director/City Clerk



## CITY COUNCIL REGULAR MEETING

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

Thursday, May 18, 2023

Regular Meeting 6:00 PM

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### MINUTES

Zoom Link: <https://clearlakeca.zoom.us/j/85954551871>

#### A. ROLL CALL

##### PRESENT

Mayor Russ Perdock  
Vice Mayor David Claffey  
Council Member Russ Cremer  
Council Member Dirk Slooten

##### ABSENT

Council Member Joyce Overton

#### B. PLEDGE OF ALLEGIANCE

#### C. INVOCATION/MOMENT OF SILENCE

#### D. ADOPTION OF THE AGENDA

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

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

#### E. PRESENTATIONS

1. Presentation of May's Adoptable Dogs
2. Presentation by NCE of the Pavement Management Plan
3. Proclamation Declaring May 2023 as California Tourism Month
4. Proclamation Declaring May 2023 as Safe Boating Month

#### F. PUBLIC COMMENT

Jean Yanich spoke regarding transients on her property. She stated that Code Enforcement and the Police Department did not respond to her request for assistance. She also spoke regarding

animal control and the lack of response from the department. She gave a photo to the Council taken on May 13th of the 33rd Avenue clean up she did.

Kay Lopez regarding animal control and the issues she sees in the department.

Rita Laufer spoke regarding animal control and the issues in the department. An unnamed woman also spoke and agreed with Ms. Laufer. Elaine also spoke regarding animal control and the veterinarian fees. Ms. Laufer spoke again and stated animal control is not doing what they are contracted to do.

Hannah Phillips spoke regarding stray dogs roaming around her home in the Avenues.

Rex Clayter spoke regarding the condition of 40th Avenue. He states the road needs repairs as it is a safety hazard, along with 32nd and Boyles.

Heather Monday spoke regarding animal control and the stray dogs on West 40th Avenue. She stated that the dogs cause a danger in her neighborhood.

Susei Heidebrecht spoke regarding animal control and the lack of response from animal control to complaints.

Margaret Garcia spoke regarding the Pavement Management Plan presentation. She asked questions about the presentation which were answered by staff. She spoke regarding the water quality in the lake.

## **G. CONSENT AGENDA**

City Manager Flora stated there was a correction to the Consent Agenda Item #10.

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

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

5. Minutes of the January, February and March Meetings
6. Authorization of Road Closure for the Dam Road Extension/South Center Drive Bike/Project  
Recommended Action: Move to approve Resolution No. 2023-21
7. Minutes of the April 12, 2023 Lake County Vector Control District Board Meeting  
Recommended Action: Receive and file
8. Approval of Leave of Absence Without Pay for Maintenance Worker II Johnny Miskill  
Recommended Action: Approve leave of absence through June 7, 2023
9. Lease w/Dell Financial Services for Computer Workstations for Administration Departments;  
Resolution No. 2023-22  
Recommended Action: Adopt resolution

10. Adoption of the 5th Amendment to the FY 2022/23 Budget (Resolution No. 2022-44)  
Appropriating Funding for the Lease of Computer Workstations; Resolution No. 2023-22  
Recommended Action: Adopt resolution

#### **H. BUSINESS**

11. Award of Contract for the 18<sup>th</sup> Ave. Improvement Project  
Recommended Action: Authorize City Manager to enter into a contract with Argonaut Constructors for the 18<sup>th</sup> Ave. Improvement Project in the amount of \$4,632,295.00 and authorize the City Manager to approve up to 10% for additional unforeseen contract amendments.

Public Works Director Leyba gave the staff report.

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

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

#### **I. CITY MANAGER AND COUNCILMEMBER REPORTS**

#### **J. FUTURE AGENDA ITEMS**

#### **K. CLOSED SESSION**

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

- (13) Conference with Legal Counsel: Existing Litigation: Pursuant to Government Code Section 54956.9(d)(1): Case No. CV-423786; Koi Nation of Northern California v. City of Clearlake, et al., Lake County Superior Court

#### **L. ANNOUNCEMENT OF ACTION FROM CLOSED SESSION**

There was no action taken in closed session.

#### **M. ADJOURNMENT**

The meeting was adjourned at 7:45 p.m.

BY: 

Melissa Swanson, Administrative Services Director/City Clerk



## **CITY COUNCIL REGULAR MEETING**

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

**Thursday, April 20, 2023**

**Regular Meeting 6:00 PM**

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### **MINUTES**

**Zoom Link:** <https://clearlakeca.zoom.us/j/86980502861>

#### **A. ROLL CALL**

PRESENT

Mayor Russ Perdock

Vice Mayor David Claffey

Council Member Russ Cremer

Council Member Joyce Overton

Council Member Dirk Slooten

#### **B. PLEDGE OF ALLEGIANCE**

#### **C. INVOCATION/MOMENT OF SILENCE**

#### **D. ADOPTION OF THE AGENDA**

City Manager Alan Flora: Asked to remove item #2 and move it to next meeting. Emergency Item brought forth regarding action from April 6th meeting.

Motion made by Council Member Cremer.

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

#### **E. PRESENTATIONS**

1. Swearing In of Chelsea Banks as Records and Communications Supervisor
2. Presentation by Chief Hobbs on the Clearlake Police Department Safety Education Loan Forgiveness Program
3. Presentation of April's Adoptable Dogs
4. Recreation and Events Division Quarterly Update

#### **F. PUBLIC COMMENT**

An unnamed resident spoke about concerns regarding the Clearlake Animal Shelter.

## **G. CONSENT AGENDA**

Consent Agenda: Motion passed by unanimous vote of the Council.

### **BUSINESS:**

Emergency Item brought by City Manager Alan Flora to void council action from April 6<sup>th</sup>, 2023 meeting to authorize the City Manager to enter into a contract with Argonaut Constructors for the 18<sup>th</sup> Ave project.

City Manager Alan Flora gave Staff Report. Item to be brought back before the Council at a later date.

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

5. Approve Resolution Number 2023-18, approving a temporary road closure for the Soap Box Derby race  
Recommended Action: Move to approve Resolution 2023-18 for the annual Soap Box Derby race
6. Minutes of the March 15, 2023 Lake County Vector Control District Board Meeting  
Recommended Action: Receive and file
7. Warrants  
Recommended Action: Receive and file
8. Adoption of 2nd Amendment to Adams Ashby Consultant Contract  
Recommended Action: Approve Amendment
9. Adopt Resolution 2023-20 Committing to Maintain New Gateway Monuments at each Entryway into the City of Clearlake  
Recommended Action: Adopt Resolution
10. Consideration of Resolution 2023-19 Adopting the 4th Amendment to FY 2022-23 Budget (Resolution 2022-44) Adjusting Appropriations and Revenues  
Recommended Action: Adopt Resolution 2023-19

## **H. CITY MANAGER AND COUNCILMEMBER REPORTS**

## **I. FUTURE AGENDA ITEMS**

## **J. CLOSED SESSION**



(11) Conference with Labor Negotiators: Pursuant to Government Code Section 54957.6: Agency designated representatives: City Manager Flora, Finance Director Wells; Employee Organization: Clearlake Middle Management Association

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

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

No action to report from Closed Session.

**L. ADJOURNMENT**

Meeting Adjourned at 7:25PM.

BY:



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Melissa Swanson, Administrative Services Director/City Clerk



## **CITY COUNCIL REGULAR MEETING**

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

**Thursday, May 04, 2023**

**Regular Meeting 6:00 PM**

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### **MINUTES**

**Zoom Link:** <https://clearlakeca.zoom.us/j/81520531246>

#### **A. ROLL CALL**

PRESENT

Mayor Russ Perdock

Vice Mayor David Claffey

Council Member Russ Cremer

Council Member Joyce Overton

Council Member Dirk Slooten

#### **B. PLEDGE OF ALLEGIANCE**

#### **C. INVOCATION/MOMENT OF SILENCE**

#### **D. ADOPTION OF THE AGENDA**

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

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

#### **E. PRESENTATIONS**

1. Presentation on Shakespeare at the Lake 2023
2. Proclamation Declaring May 2023 as Military Appreciation Month
3. Presentation by Chief Hobbs on the Clearlake Police Department Safety Education Loan Forgiveness Program
4. Proclamation Declaring May 14 - 20, 2023 as Police Week
5. Proclamation Declaring May 7 - May 13, 2023 as Public Service Appreciation Week

#### **F. PUBLIC COMMENT**

Leslie Sheridan spoke regarding dogs barking at her neighbor's house. She stated that she has not gotten resolution from animal control and the police department.

Jean Yanich spoke regarding code enforcement issues with her neighbor, including abandoned vehicles and transients on her property. She stated she has not received resolution from code enforcement or the police department.

Kay Lopez spoke regarding concerns with the animal control department. She stated that the dogs in the shelter are not being properly cared for.

Margaret Garcia spoke in favor of what Ms. Lopez stated and asked if there were actions the Council could take to help the animals in the shelter.

## **G. CONSENT AGENDA**

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

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

6. Authorization for Purchase of a Wood Chipper

Recommended Action: Move to approve the purchase with Cal-Line Equipment in the amount of \$65,353.53

7. Warrants

Recommended Action: Receive and file

8. Review of the 2022 Annual Housing Element Progress Report

Recommend Action: Accept Report and File

## **H. BUSINESS**

9. Discussion and Consideration of Amendment to MOU with Adventist Health Clear Lake for Operation of the Hope Center

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

City Manager Flora gave the staff report.

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

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

10. Discussion and Consideration of Interim Policies and Procedures Manual for Tribal Consultation

Recommended Action: Adopt Volume 1: Interim Tribal Consultation Standard Operating Procedures Manual & Tribal Consultation and Monitoring Rate Policy

City Manager Flora gave the staff report.

Administrative Director/City Clerk Swanson read public comment into the record by Erin McCarrick. It was also noted that an email from the Koi Nation of Northern California with comments was forwarded to the entire Council.

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

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

**I. CITY MANAGER AND COUNCILMEMBER REPORTS**

**J. FUTURE AGENDA ITEMS**

**K. CLOSED SESSION**

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

(12) Liability Claims: Claimant: Jeffrey Dryden; Agency Claimed Against: City of Clearlake

Motion to deny:

(13) Conference with Legal Counsel: Existing Litigation: Pursuant to Government Code Section 54956.9(d)(1): Case No. CV-423786; Koi Nation of Northern California v. City of Clearlake, et al., Lake County Superior Court

(14) Conference with Legal Counsel: Anticipated Litigation: Significant exposure to litigation pursuant to Government Code Section 54956.9(b): One (1) potential case

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

Motion to deny the claim of Jeffrey Dryden.

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

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

**M. ADJOURNMENT**

The meeting was adjourned at 8:37.

BY:

A handwritten signature in blue ink that reads "Melissa Swanson". The signature is fluid and cursive, with the first name "Melissa" and the last name "Swanson" clearly distinguishable.

Melissa Swanson, Administrative Services Director/City Clerk



## CITY COUNCIL REGULAR MEETING

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

Thursday, May 18, 2023

Regular Meeting 6:00 PM

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### MINUTES

Zoom Link: <https://clearlakeca.zoom.us/j/85954551871>

#### A. ROLL CALL

##### PRESENT

Mayor Russ Perdock  
Vice Mayor David Claffey  
Council Member Russ Cremer  
Council Member Dirk Slooten

##### ABSENT

Council Member Joyce Overton

#### B. PLEDGE OF ALLEGIANCE

#### C. INVOCATION/MOMENT OF SILENCE

#### D. ADOPTION OF THE AGENDA

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

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

#### E. PRESENTATIONS

1. Presentation of May's Adoptable Dogs
2. Presentation by NCE of the Pavement Management Plan
3. Proclamation Declaring May 2023 as California Tourism Month
4. Proclamation Declaring May 2023 as Safe Boating Month

#### F. PUBLIC COMMENT

Jean Yanich spoke regarding transients on her property. She stated that Code Enforcement and the Police Department did not respond to her request for assistance. She also spoke regarding

animal control and the lack of response from the department. She gave a photo to the Council taken on May 13th of the 33rd Avenue clean up she did.

Kay Lopez regarding animal control and the issues she sees in the department.

Rita Laufer spoke regarding animal control and the issues in the department. An unnamed woman also spoke and agreed with Ms. Laufer. Elaine also spoke regarding animal control and the veterinarian fees. Ms. Laufer spoke again and stated animal control is not doing what they are contracted to do.

Hannah Phillips spoke regarding stray dogs roaming around her home in the Avenues.

Rex Clayter spoke regarding the condition of 40th Avenue. He states the road needs repairs as it is a safety hazard, along with 32nd and Boyles.

Heather Monday spoke regarding animal control and the stray dogs on West 40th Avenue. She stated that the dogs cause a danger in her neighborhood.

Susei Heidebrecht spoke regarding animal control and the lack of response from animal control to complaints.

Margaret Garcia spoke regarding the Pavement Management Plan presentation. She asked questions about the presentation which were answered by staff. She spoke regarding the water quality in the lake.

## **G. CONSENT AGENDA**

City Manager Flora stated there was a correction to the Consent Agenda Item #10.

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

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

5. Minutes of the January, February and March Meetings
6. Authorization of Road Closure for the Dam Road Extension/South Center Drive Bike/Project  
Recommended Action: Move to approve Resolution No. 2023-21
7. Minutes of the April 12, 2023 Lake County Vector Control District Board Meeting  
Recommended Action: Receive and file
8. Approval of Leave of Absence Without Pay for Maintenance Worker II Johnny Miskill  
Recommended Action: Approve leave of absence through June 7, 2023
9. Lease w/Dell Financial Services for Computer Workstations for Administration Departments;  
Resolution No. 2023-22  
Recommended Action: Adopt resolution

10. Adoption of the 5th Amendment to the FY 2022/23 Budget (Resolution No. 2022-44)  
Appropriating Funding for the Lease of Computer Workstations; Resolution No. 2023-22  
Recommended Action: Adopt resolution

#### **H. BUSINESS**

11. Award of Contract for the 18<sup>th</sup> Ave. Improvement Project  
Recommended Action: Authorize City Manager to enter into a contract with Argonaut Constructors for the 18<sup>th</sup> Ave. Improvement Project in the amount of \$4,632,295.00 and authorize the City Manager to approve up to 10% for additional unforeseen contract amendments.

Public Works Director Leyba gave the staff report.

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

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

#### **I. CITY MANAGER AND COUNCILMEMBER REPORTS**

#### **J. FUTURE AGENDA ITEMS**

#### **K. CLOSED SESSION**

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

- (13) Conference with Legal Counsel: Existing Litigation: Pursuant to Government Code Section 54956.9(d)(1): Case No. CV-423786; Koi Nation of Northern California v. City of Clearlake, et al., Lake County Superior Court

#### **L. ANNOUNCEMENT OF ACTION FROM CLOSED SESSION**

There was no action taken in closed session.

#### **M. ADJOURNMENT**

The meeting was adjourned at 7:45 p.m.

BY:





Melissa Swanson, Administrative Services Director/City Clerk



## CITY COUNCIL REGULAR MEETING

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

Thursday, June 01, 2023

Regular Meeting 6:00 PM

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### MINUTES

Zoom Link: <https://clearlakeca.zoom.us/j/86252193364>

#### A. ROLL CALL

PRESENT

Mayor Russ Perdock

Vice Mayor David Claffey

Council Member Russ Cremer

Council Member Joyce Overton

Council Member Dirk Slooten

#### B. PLEDGE OF ALLEGIANCE

#### C. INVOCATION/MOMENT OF SILENCE

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

PRESENT

Mayor Russ Perdock

Vice Mayor David Claffey

Council Member Russ Cremer

Council Member Joyce Overton

Council Member Dirk Slooten

#### E. PRESENTATIONS

1. Presentation of a Proclamation Declaring June 2023 as LGBTQIA+ Pride Month

#### F. PUBLIC COMMENT

#### G. CONSENT AGENDA

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

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

2. Consideration of Resolution 2023 - 24 to adopt a list of approved projects for submission to California Transportation Committee (CTC) for funding pursuant to SB1  
Recommended Action: By motion Adopt Resolution 2023 – 24, a Resolution of the City Council of the City of Clearlake Adopting a project list for submission to the California Transportation Committee for funding under the provisions of SB1
3. Approve Resolution Number 2023-24, approving a temporary road closure for the Battle of the Bands Concert and Car Show.  
Recommended Action: Move to approve Resolution 2023-24 for the Battle of the Bands Concert and Car Show.
4. Authorization of an Amendment of Contract with California Engineering for the Arrowhead/Burns Valley Road Improvement Project  
Recommended Action: Move to amend the on-call contract with California Engineering Company in the amount of \$202,336.77
5. Warrants  
Recommended Action: Receive and file
6. Adoption of the 6th Amendment to the FY 2022-23 Budget (Resolution 2022-44) Adjusting Appropriations and Revenues, Resolution No. 2023-26

#### **H. PUBLIC HEARING**

7. Consideration of Resolution 2023-25 Authorizing the Extension of the Temporary Road Closure of Certain Roads, to Reduce Illegal Dumping and to Protect the Environment, and the Public Health and Welfare  
Recommended Action: Adopt Resolution 2023-25

Public Works Director Leyba gave the staff report.

No comments.

Motion made by Council Member Cremer, Seconded by Vice Mayor Claffey.

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

8. Consideration of Appeal (APCC 2023-01) by Koi Nation of Northern California of the Planning Commission's April 25, 2023 decision for approval of the Burns Valley Development Project  
Recommended Action: Continue the item to 3:00 pm on June 7, 2023.

City Manager Flora gave the staff report. He recommended the Council continue the public hearing to June 7th at 3:00 p.m.

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

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

Overton, Council Member Slooten

**I. BUSINESS**

9. Presentation and Discussion of the Animal Control Investigation Report

City Manager Flora gave the staff report. Lieutenant Peterson reviewed the findings of his investigation.

No action was taken by Council on this item.

**J. CITY MANAGER AND COUNCILMEMBER REPORTS**

**K. FUTURE AGENDA ITEMS**

**L. CLOSED SESSION**

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

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

There was no action taken in closed session.

**N. ADJOURNMENT**

The meeting was adjourned at 8:05 p.m.

BY:



Melissa Swanson, Administrative Services Director/City Clerk



# CITY OF CLEARLAKE

## City Council

### STAFF REPORT

**SUBJECT:** Award of Contract for Guardrail Installation

**MEETING DATE:** July 20, 2023

**SUBMITTED BY:** Adeline Leyba, Public Works Director

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

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

The City Council is being asked to approve a contract with Midstate Barrier for \$46,500.00.

#### BACKGROUND/DISCUSSION:

The City received Coronavirus Response and Relief Supplemental Appropriations through Caltrans and solicited proposals for the installation of 100 feet of new guardrail at Davis Ave. and Old Highway 53. This will include the installation of a Midwest Guardrail System and end anchor assembly and guardrail delineators. The following proposal was received:

1. Midstate Barrier: \$ 46,500.00

#### OPTIONS:

1. Move to approve the contract with Midstate Barrier in the amount of \$46,500.00.
2. Other direction

#### FISCAL IMPACT:

☐ None ☒ 46,500.00. 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: CRSSA

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

*Section H, Item 4.*

☐ Goal #7: Support Economic Development

**SUGGESTED MOTIONS:**

1. Move to approve the contract with Midstate Barrier for \$46,500.00 and authorize the City Manager to approve up to 10% for additional unforeseen contract amendments.

☐ **Attachments:**



# CITY OF CLEARLAKE

## City Council

### STAFF REPORT

**SUBJECT:** Award of Contract for Traffic Signal Upgrades

**MEETING DATE:** July 20, 2023

**SUBMITTED BY:** Adeline Leyba, Public Works Director

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

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

The City Council is being asked to approve a contract with DC Electric for \$46,715.00.

#### BACKGROUND/DISCUSSION:

The City received Coronavirus Response and Relief Supplemental Appropriations through Caltrans and solicited proposals for traffic signal upgrades for the intersection of Olympic Drive and Old Highway 53. These services include to include replacement of the traffic signal controller and cabinet monitoring unit and a new video detection system. The following proposals were received:

1. DC Electric: \$ 46,715.00
2. Mike Brown Electric: \$ 79,710.00
3. St. Francis Electric, LLC \$ 97,350.00

#### OPTIONS:

1. Move to approve the contract with DC Electric in the amount of \$46,715.00.
2. Other direction

#### FISCAL IMPACT:

☐ None ☒ 46,715.00 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: CRSSA

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

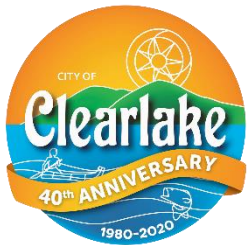
- ☐ Goal #4: Improve the Image of Clearlake
- ☐ Goal #5: Ensure Fiscal Sustainability of City
- ☐ Goal #6: Update Policies and Procedures to Current Government Standards
- ☐ Goal #7: Support Economic Development

**SUGGESTED MOTIONS:**

1. Move to approve the contract with DC Electric for \$46,71500 and authorize the City Manager to approve up to 10% for additional unforeseen contract amendments

☐ **Attachments:**





# CITY OF CLEARLAKE

## City Council

### STAFF REPORT

**SUBJECT:** Consideration of a Memorandum of Understanding (MOU) with the Konocti Unified School District (KUSD) for a School Resource Officer

**MEETING DATE:**  
July 20, 2023

**SUBMITTED BY:** Tim Hobbs, Chief of Police

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

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

The City Council is being asked to authorize the City Manager to execute a MOU with the Konocti Unified School District for a school resource officer.

#### BACKGROUND/DISCUSSION:

The Konocti Unified School District (KUSD) has nine schools in Clearlake, Clearlake Oaks, and Lower Lake. Having a police officer assigned full-time to the school district will have many benefits for the district as well as the community. The Clearlake Police Department has not had a School Resource Officer (SRO) assigned to work for the Konocti Unified School District since October 2020. The police department's current staffing level allows one officer to be assigned full-time to the SRO position. The City and KUSD desire to enter into a MOU for the 2023-24 school year.

Under the proposed MOU, KUSD will pay \$142,956.32 to fund the cost of a full-time SRO, which includes salary, benefits, overtime, training, and vehicle usage costs. The City can also recover additional overtime costs for other officers used at school events.

Staff recommendation is to authorize the City Manager to execute the MOU with KUSD.

#### OPTIONS:

1. Approve the MOU with Konocti Unified School District and authorize the City Manager to sign.
2. Provide alternative direction to staff.

#### FISCAL IMPACT:

☒ None ☐ \$ Budgeted Item? ☐ Yes ☐ No

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

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

Comments:

**STRATEGIC PLAN IMPACT:**

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

**SUGGESTED MOTIONS:**

- ☒ **Attachments:** 1) Memorandum of Understanding for School Resource Officer Program between the City of Clearlake and Konocti Unified School District

**MEMORANDUM OF UNDERSTANDING  
FOR SCHOOL RESOURCE OFFICER PROGRAM  
BETWEEN THE  
CITY OF CLEARLAKE AND  
KONOCTI UNIFIED SCHOOL DISTRICT**

This Memorandum of Understanding (MOU), entered into this \_\_\_\_ day of \_\_\_\_\_ 2023 by and between the City of Clearlake (hereinafter known as “City”) and Konocti Unified School District (hereinafter known as “District”) and will remain in effect until June 30, 2024. This MOU is regarding services relative to the School Resource Officer Program (SRO) and is authorized under Government Code 6500.

**RECITALS**

WHEREAS, both City and District have entered into this MOU in partnership to maintain a safe and orderly learning environment with the outreach of the School Resource Officer Program in the Konocti Unified School District.

**AGREEMENT**

It is hereby agreed by and between the parties hereto as follows:

1. **General.**

- A. The Clearlake Police Department will provide administration of this MOU.
- B. The Clearlake Police Department (CPD) will agree to provide one SRO to the District. This officer will provide the service of an SRO to all district schools during normal school hours and special events with prior approval from both District and CPD. Any event (that may require law enforcement response) that may occur on a District campus not during normal school business hours will be the responsibility of the law enforcement agency that provides service to that jurisdiction. During time that the assigned SRO is not on duty (due to training, court time, vacation or sickness, etc.), it will be the responsibility of the local law enforcement jurisdiction to respond and provide whatever services are requested to/from District. If at any time there is an emergency on any of the District campuses that requires immediate law enforcement involvement, the local law enforcement jurisdiction will be notified for the appropriate response.

In the event the Lake County Sheriff’s Office (hereafter referred to as the LCSO) is able to provide an SRO to the District during the term of this agreement, the CPD SRO will transition from providing the services of an SRO to all District schools to the District schools located within the Clearlake city limits during normal school hours and special events with prior approval from both District and CPD. The SRO will supplement and work collaboratively with

the SRO provided by the LCSO SRO. The LCSO SRO’s primary responsibility will be District schools located outside the Clearlake city limits, but they will also supplement and work collaboratively with the CPD SRO.

C. The position of the SRO will be under the supervision of the Clearlake Police Department as an employee of the Clearlake Police Department, with direct reporting to the Superintendent of District. The District shall fund the position in the amount of \$142,956.32, which includes the salary and benefits and marked vehicle usage. This amount includes any non-Peace Officers Standards and Training-reimbursable School Resource Officer training, overtime and compensatory time, and any time required for court appearances related to the duties of the School Resource Officers.

D. District may request additional Clearlake police officers to work school events, such as football games and school dances. District will reimburse City for overtime costs of these personnel.

E. City shall submit to District an invoice once every three months for payment for services rendered under this MOU. The invoice will include time accountability for overtime reimbursement requests submitted pursuant to Section D.

F. The SRO’s hours of work will generally be a 5/8 schedule, Monday through Friday from 7:30 am to 3:30 pm. This schedule may be adjusted to ensure coverage for school events. The 5/8 schedule may be reverted to a 4/10 or 9/80 schedule with 30 days notice from the Superintendent of District to the Chief of Police and following an opportunity to meet and discuss. The School Resource Officer shall be available for other school events, such as football games and school dances, as needed.

G. District will provide the School Resource Officer access to district-owned premises, including keys and key codes, as well as access to pertinent student records, as needed in the performance of his/her duties. The School Resource Officer will comply with the District’s policies regarding confidentiality of student records.

H. The SRO position will not generally be required to respond to staffing level impacts within the department and will be assigned specifically for utilization as an SRO, excepting an unforeseeable emergency situation.

2. **Insurance**

A. City and District shall maintain or be self insured for comprehensive, broad form, general public liability insurance against claims and liabilities for personal injury, death, or property damage, providing protection of at least \$1,000,000 for bodily injury or death to any one person for any one accident or occurrence and at least \$1,000,000 for property damage occurring on their respective property.

B. City shall maintain Worker’s Compensation Insurance for its personnel as may be required by state law.

C. City is self insured through the Public Agency Risk Sharing Authority (PARSAC) for general liability, Worker’s Compensation Insurance and automobile liability coverage.

3. **Term**

The term of this MOU may be terminated by either party by giving at least 30 (thirty) days advance written notice to the other party.

4. **Notices**

All notices and communications shall be in writing and shall be deemed given and served upon delivery if delivered personally, or five days after mailing if sent by first class mail as follows:

Clearlake Police Department Attn: Chief of Police 14050 Olympic Drive Clearlake, CA 95422	Konocti Unified School District Attn: Superintendent 9340-B Lake Street P.O. Box 759 Lower Lake, CA 95457
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Updates may be made to the above noted addresses/addressees as needed based upon mailing address or personnel changes.

IN WITNESS THEREOF, this Agreement has been executed by the parties on the day and year first above written.

CITY OF CLEARLAKE

KONOCTI UNIFIED SCHOOL DISTRICT

BY \_\_\_\_\_  
           Alan Flora  
           City Manager

BY \_\_\_\_\_  
           Dr. Becky Salato  
           District Superintendent