



CITY COUNCIL REGULAR MEETING

Clearlake City Hall Council Chambers

14050 Olympic Dr, Clearlake, CA

Thursday, August 03, 2023

Regular Meeting 6:00 PM

The City Council meetings are viewable in person in the Council Chambers, via livestreaming on the City's YouTube Channel (https://www.youtube.com/channel/UCTyifT_nKS-3woxEu1ilBXA) or "Lake County PEG TV Live Stream" at <https://www.youtube.com/user/LakeCountyPegTV/featured> and the public may participate through Zoom at the link listed below. The public can submit comments and questions in writing for City Council consideration by sending them to the Administrative Services Director/City Clerk at mswanson@clearlake.ca.us. To give the City Council adequate time to review your questions and comments, please submit your written comments prior to 4:00 p.m. on the day of the meeting.

AGENDA

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

AMERICANS WITH DISABILITY ACT (ADA) REQUESTS

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

AGENDA REPORTS

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

Zoom Link:

<https://clearlakeca.zoom.us/j/81720627189?pwd=K01Eb2JiMTFpc2NzWlphcERhODY5Zz09>

Meeting ID: 817 2062 7189

Passcode: 687518

One tap mobile

+16694449171,,81720627189# US

+12532158782,,81720627189# US (Tacoma)

Meeting ID: 817 2062 7189

Find your local number: <https://clearlakeca.zoom.us/j/kU3N4ymZ4>

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.*

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

E. PRESENTATIONS

1. Presentation of the 2022 Lake County Tourism District Annual Report

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. Minutes of the June 14, 2023 Lake County Vector Control District Board Meeting
Recommended Action: Receive and file
3. Minutes
Recommended Action: Receive and file
4. Warrants
Recommended Action: Receive and file
5. Authorization of the Main Street Project Agreement with Citizens Caring 4 Clearlake
Recommended Action: Approve agreement and authorize City Manager to sign
6. Consideration of Resolution 2023-34 approving a Temporary Road Closure for the Move Lake County 5K Race and Wellness Fair
Recommended Action: Approve Resolution 2023-34 for the temporary Road Closure
7. Notification of Expiring Committee Appointments
Recommended Action: Receive and file

H. BUSINESS

8. Discussion and Consideration of Support for Affordable Housing Project by Chelsea Investment Corporation
Recommended Action: Adopt Resolution 2023-35
9. Adoption of Resolution 2023-33 authorizing the sale or disposal of surplus City property
Recommended Action: Move to adopt Resolution 2023-33 authorizing the sale or disposal of surplus City property.
10. Consideration of Designation of Voting Delegates and Alternate(s) For the League of California Cities Annual Conference in September
Recommended Action: Designate one voting delegate and up to two alternates

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, Administrative Services Director Swanson, Public Works Director Leyba; Employee Organization: Clearlake Municipal Employees Association
- (12)** Conference with Legal Counsel: Existing Litigation: Pursuant to Government Code Section 54956.9(d)(1): 1) Case No. CV-423786; Koi Nation of Northern California v. City of Clearlake, et al., Lake County Superior Court; 2) Case No. CV-424401; Koi Nation of Northern California v. City of Clearlake, et al., Lake County Superior Court

L. ANNOUNCEMENT OF ACTION FROM CLOSED SESSION

M. ADJOURNMENT

POSTED: July 31, 2023

BY:

A handwritten signature in blue ink that reads "Melissa Swanson". The signature is written in a cursive, flowing style. Below the signature is a solid black horizontal line.

Melissa Swanson, Administrative Services Director/City Clerk

MINUTES OF PREVIOUS MEETING

June 14, 2023

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

Board Present: Rob Bostock, Curt Giambruno, Ron Nagy, and George Spurr.

Absent: Chuck Leonard (excused).

District Personnel: Jamesina Scott, Ph.D., Manager and Research Director.

Guests: None

Citizen's Input: None.

Agenda additions/Deletions: Agenda items 12 (Approve Budget Transfers) and 13 (Approve Checks for the Month of June 2023) will be presented next month.

Convene to Closed Session at 1:32 P.M.

Closed Session

Conference with Labor Negotiators, pursuant to Government Code 54957.6 for the purpose of reviewing its position and instructing the LCVCD's designated representatives: Jamesina J. Scott (District Manager), and Austris Rungis (IEDA).

Convene to Open Session at 1:44 P.M.

Report from Closed Session

No reportable actions were taken.

Mr. Rungis left the meeting at 1:44 P.M.

Approve Minutes of May 10, 2023 Regular Meeting

Mr. Spurr moved to approve minutes of the May 10, 2023 Regular Meeting with a correction to the check numbers to include checks 21746-21761 making the total expenditures for May 2023 \$84,658.18. Mr. Nagy seconded the motion. Motion carried unanimously.

Research Report for May 2023

Dr. Scott reported on arbovirus activity. No West Nile virus (WNV) activity has been reported in Lake County in 2023.

For the rest of California, fifteen mosquito samples and 16 dead birds have tested positive for WNV in 2023.

Dr. Scott reported on adult biting fly activity. Carbon dioxide-baited traps were set in Clearlake Oaks, Cobb, Hidden Valley Lake, Kelseyville, Lakeport, Lower Lake, Middletown, and Upper Lake. Among the mosquito species collected were *Aedes sierrensis*, *Aedes increpitus*, *Culex tarsalis*, and *Culiseta inornata*.

New Jersey light traps were set near Borax Lake (Clearlake) and in the Reclamation (Upper Lake) in May. Among the mosquito species collected were *Culex tarsalis* and *Aedes increpitus*. In addition, biting black gnats were collected from the Borax Lake trap.

Dr. Scott reported on tick testing. Twelve *Ixodes pacificus* ticks that Lake County residents removed from themselves have been submitted to the Sonoma County Public Health Laboratory for testing for *Borrelia burgdorferi*. All the samples were negative.

Dr. Scott reported on Clear Lake Gnat, Chironominae, and Tanypodinae Surveillance in Clear Lake. Lake checks were not completed in May due to staff availability and weather.

Operation Report for May 2023

The rain gauge at the LCVCD office in Lakeport received 0.45 inches of rain in May. Total rainfall for the season is 35.47 inches.

On May 1, the level of Clear Lake was 7.65 feet on the Rumsey Gauge. The lake level declined to 7.02 feet by the end of May.

District Vector Control Technicians completed 827 service requests in May, which is about 50% more than average for the month. Residents submitted 292 requests online. The majority of these were requests for ultra-low volume (ULV) applications to control treehole mosquitoes.

The air conditioning unit in the Administrative Building stopped working in May. Delivery of the replacement part has been delayed due to supply chain problems. The technicians replaced the AC unit's stand while it was out of service.

Vector Biologist Michelle Koschik was the featured speaker at the Senior Day at Anderson Marsh State Historic Park on June 3. It was a successful outreach event, and Ms. Koschik reported that the participants asked good questions.

Employees received their required annual Heat Illness Prevention Training in May.

Before the May Board Meeting, the District's trustees, District Manager, and Office Manager completed their two hours of Ethics Training, as required biennially by AB 1234.

Dr. Scott has been working with Austris Rungis of Industrial Employers Distributors Association (IEDA) regarding a request from the employees' Operating Engineers #3 Union (OE#3) Business Representative, Carl Carr, to amend the Memorandum of Understanding (MOU) that was approved in April 2023.

Dr. Scott participated in an online meeting for the California Department of Pesticide Regulation (CA DPR) Alliance Grant Project Team Meeting to remove primrose and restore Clear Lake's shorelines.

Dr. Scott attended the Employer Risk Management Authority (ERMA) Board of Directors special meeting via Zoom.

Dr. Scott participated in the Integrated Vector Management (IVM) Committee meeting of the Mosquito and Vector Control Association of California.

Consideration of Resolution No. 23-02 Resolution of Intention to Levy Annual Assessment, Preliminarily Accepting Engineer's Report and Scheduling of Public Hearing.

After some discussion, Mr. Bostock moved to approve Resolution 23-02 A Resolution of Intention to Levy Annual Assessment, Preliminarily Accepting Engineer's Report and Scheduling of Public Hearing. Mr. Spurr seconded the motion. Motion carried by roll call vote as follows: 4 in favor (Mr. Bostock, Mr. Giambruno, Mr. Nagy, and Mr. Spurr), and 1 absent (Mr. Leonard).

Other Business

No Other Business was discussed.

Announcement of Next Regular Board Meeting

The next regular meeting of the Board of Trustees of the Lake County Vector Control District will be at 1:30 P.M. on July 12, 2023 in the LCVCD Board Room, 410 Esplanade, Lakeport, CA 95453.

Mr. Nagy moved to adjourn the meeting. Mr. Spurr seconded the motion. Motion carried unanimously. There being no other business the meeting was adjourned by President Giambruno at 2:05 P.M.

Respectfully submitted,

Ronald Nagy
Secretary



CITY COUNCIL REGULAR MEETING

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

Thursday, July 20, 2023

Regular Meeting 6:00 PM

MINUTES

A. ROLL CALL

PRESENT

Council Member Russ Cremer
Council Member Joyce Overton
Council Member Dirk Slooten

ABSENT

Mayor Russ Perdock
Vice Mayor David Claffey

B. PLEDGE OF ALLEGIANCE

C. INVOCATION/MOMENT OF SILENCE

D. ADOPTION OF THE AGENDA

Motion made by Council Member Cremer, Seconded by Council Member Overton.
Voting Yea: Council Member Cremer, Council Member Overton, Council Member Slooten

E. PRESENTATIONS

1. Presentation of July's Adoptable Dogs

F. PUBLIC COMMENT

Kay Lopez spoke regarding animal control and North Bay Animal Services. She is displeased with the services provided and criticized NBAS.

Andrea Bornsall spoke regarding animal control and criticized the services provided by North Bay Animal Services.

Susan Gilbert spoke regarding her home at Creekside Mobile Home Park. She asked questions about the process for reopening the MHP as an RV park. She was referred to staff.

G. CONSENT AGENDA

Motion made by Council Member Overton, Seconded by Council Member Cremer.
Voting Yea: Council Member Cremer, Council Member Overton, Council Member Slooten

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.

Public Works Director Leyba gave the staff report.

Motion made by Council Member Cremer, Seconded by Council Member Overton.
Voting Yea: Council Member Cremer, Council Member Overton, Council Member Slooten

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.

Public Works Director Leyba gave the staff report.

Motion made by Council Member Overton, Seconded by Council Member Cremer.
Voting Yea: Council Member Cremer, Council Member Overton, Council Member Slooten

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

Lieutenant/Acting Chief of Police Snyder gave the staff report.

Motion made by Council Member Cremer, Seconded by Council Member Overton.
Voting Yea: Council Member Cremer, Council Member Overton, Council Member Slooten

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.

Motion to deny claim of Cari McCormick.

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

Voting Yea: Council Member Cremer, Council Member Overton, Council Member Slooten

L. ANNOUNCEMENT OF ACTION FROM CLOSED SESSION

City Attorney Jones announced the closed session action.

M. ADJOURNMENT

The meeting was adjourned at 6:55 p.m.



Melissa Swanson, Administrative Services Director/City Clerk



Clearlake, CA

Section G, Item 4.

Check Register

Packet: APPKT02259 - 7/19/23 AP CHECK RUN AA

By Check Number

| Vendor Number | Vendor Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|---------------------------------------|---------------------------------|--------------|--------------|-----------------|----------------|--------|
| Bank Code: AP-Accounts Payable | | | | | | |
| 000085 | ARAMARK UNIFORM SERVICES | 07/19/2023 | Regular | 0.00 | 49.31 | 15113 |
| 001864 | BUSINESS DESIGN SERVICES -ROBER | 07/19/2023 | Regular | 0.00 | 585.00 | 15114 |
| 002162 | CALIFORNIA ENGINEERING | 07/19/2023 | Regular | 0.00 | 22,135.50 | 15115 |
| 002227 | CALIFORNIA SURVEYING & DRAFTING | 07/19/2023 | Regular | 0.00 | 326.25 | 15116 |
| VEN01203 | COLLEGE OF CHARLESTON | 07/19/2023 | Regular | 0.00 | 3,750.00 | 15117 |
| VEN01203 | COLLEGE OF CHARLESTON | 07/19/2023 | Regular | 0.00 | 3,750.00 | 15118 |
| 001603 | ELVIS COOK | 07/19/2023 | Regular | 0.00 | 684.00 | 15119 |
| 002402 | FRONTLINE PUBLIC SAFETY | 07/19/2023 | Regular | 0.00 | 1,102.50 | 15120 |
| 001732 | GARY PRICE CONSULTING SERVICES | 07/19/2023 | Regular | 0.00 | 4,290.00 | 15121 |
| 001402 | GREEN VALLEY CONSULTING | 07/19/2023 | Regular | 0.00 | 56,297.50 | 15122 |
| VEN01394 | HUNTERS SERVICES INC | 07/19/2023 | Regular | 0.00 | 570.00 | 15123 |
| 001866 | LACO ASSOCIATES | 07/19/2023 | Regular | 0.00 | 45,565.00 | 15124 |
| 000108 | LAKE COUNTY RECORD BEE | 07/19/2023 | Regular | 0.00 | 144.43 | 15125 |
| VEN01240 | MIDDLETOWN COPY & PRINT - JESSI | 07/19/2023 | Regular | 0.00 | 58.99 | 15126 |
| 001843 | PG&E CFM | 07/19/2023 | Regular | 0.00 | 339.20 | 15127 |
| 001843 | PG&E CFM | 07/19/2023 | Regular | 0.00 | 1,249.62 | 15128 |
| 001843 | PG&E CFM | 07/19/2023 | Regular | 0.00 | 1,125.35 | 15129 |
| 001536 | PRECISION WIRELESS SERVICES | 07/19/2023 | Regular | 0.00 | 750.00 | 15130 |
| VEN01371 | R.E.Y. ENGINEERS, INC. | 07/19/2023 | Regular | 0.00 | 13,809.72 | 15131 |
| VEN01251 | RYAN KIMBLE - KIMBLE'S CONSTRU | 07/19/2023 | Regular | 0.00 | 13,600.00 | 15132 |
| 001148 | TIMOTHY HOBBS | 07/19/2023 | Regular | 0.00 | 684.00 | 15133 |
| 002292 | TYLER TECHNOLOGIES | 07/19/2023 | Regular | 0.00 | 1,835.70 | 15134 |
| 001540 | US BANK CORPORATE PMT. SYSTEM | 07/19/2023 | Regular | 0.00 | 361.59 | 15135 |

Bank Code AP Summary

| Payment Type | Payable Count | Payment Count | Discount | Payment |
|----------------|---------------|---------------|-------------|-------------------|
| Regular Checks | 38 | 23 | 0.00 | 173,063.66 |
| 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 |
| | 38 | 23 | 0.00 | 173,063.66 |

Fund Summary

| Fund | Name | Period | Amount |
|------|-------------|--------|-------------------|
| 999 | Pooled Cash | 7/2023 | 173,063.66 |
| | | | <u>173,063.66</u> |



CITY OF CLEARLAKE

City Council

STAFF REPORT

SUBJECT: Authorization of the Main Street Project Agreement with Citizens Caring 4 Clearlake

MEETING DATE:

August 3, 2022

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

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

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to approve an agreement with Citizens Caring 4 Clearlake (CC4C) for art project development in the previously approved and budgeted amount of \$74,000.

BACKGROUND/DISCUSSION:

In FY 2019/2020, Council approved working with Lake County Rural Arts Initiative to develop concepts for art installations on Lakeshore Drive, Olympic Drive and City Parks. Concepts were developed, including an augmented reality project, social media awareness, and a deposit has been made on a sculpture for Austin Park, which is in progress.

Moving forward, staff recommends working with the newly reformed CC4C, now a 501(c)(3), to complete the project. The concept continues to be to draw tourism and attraction around augmented reality, projection technology, statue, murals and other related art central to the idea of a Lake Dragon, similar to the Loch Ness Monster.

This project will continue to work in conjunction with the Clean California grant to harmonize ideas, concepts and outcomes.

OPTIONS:

1. Move to approve an agreement with CC4C for art project development in the amount not-to-exceed \$74,000
2. Other direction

FISCAL IMPACT:

☐ None ☒ not-to-exceed \$74,000 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:

Comments:

STRATEGIC PLAN IMPACT:

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

SUGGESTED MOTIONS:

Move to approve an agreement with CC4C for art project development in the amount not-to-exceed \$74,000

☐ **Attachments:**



CITY OF CLEARLAKE

City Council

STAFF REPORT

SUBJECT: Consideration of Resolution No. 2023-34, A Resolution of the City of Clearlake, approving a temporary street closure for the Move Lake County 5K Race and Wellness Fair

MEETING DATE:
August 3 2023

SUBMITTED BY: Tina Viramontes- Recreation and Events Coordinator

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

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to Consider the Resolution No 2023-34, A Resolution of the City of Clearlake, approving a temporary street closure for the Move Lake County 5K Race and Wellness Fair.

BACKGROUND/DISCUSSION:

The Lake County Chamber of Commerce has submitted an event application for the Move Lake County 5K Race and Wellness Fair to be held on Saturday, September 9, 2023. It is proposed that the roads be closed as follows:

- a) Lakeshore Drive from Austin Road to Olympic Drive from 6:30am-3:00pm on the day of the event.
- b)

The City of Clearlake to assume the responsibility for placement and removal of physical barricades and event applicant has provided the required \$1,000,000 in liability insurance coverage naming the City of Clearlake additional insured, along with other insurance and indemnification provisions.

OPTIONS:

1. Move to approve Resolution 2023-34 for the temporary road closure on September 9, 2023.
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 approve Resolution No. 2023-32 and approve the temporary road closure on July 1, 2023.

- ☒ **Attachments:**
 - 1) Event Map
 - 2) Resolution 2023-34

RESOLUTION NO.2023-34

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLEARLAKE
AUTHORIZING TEMPORARY CLOSURE OF A PORTION OF LAKESHORE DRIVE
THE PURPOSE OF CONDUCTING THE MOVE LAKE COUNTY 5K RUN AND
WELLNESS FAIR**

WHEREAS, the Lake County Chamber of Commerce has requested permission from the City Council to temporarily close a portion of Lakeshore Drive in the City of Clearlake on September 9, 2023 for the Move Lake County 5K Race and Wellness Fair.

WHEREAS, the City Council of the City of Clearlake deems such closure necessary for the safety of persons using that portion of Lakeshore Drive for said activities pursuant to Section 21101 of the Vehicle Code; and

NOW, THEREFORE, the City Council of the City of Clearlake hereby authorizes the temporary street closure of a portion of Lakeshore Drive from 6:30am – 3:00pm on the day of the event.

- a) Lakeshore Drive from Austin Road to Olympic Drive from 6:30am-3:00pm on the day of the event.

PASSED AND ADOPTED on August 3, 2023, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Mayor, City of Clearlake

ATTEST:

City Clerk, City of Clearlake

Clearlake 5k Route 4





CITY OF CLEARLAKE

City Council

STAFF REPORT

SUBJECT: Notification of Expiring Committee Appointments

MEETING DATE:

August 3, 2023

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

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

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to review the annual listing of Mayor's Appointments per the Council Norms and Procedures.

BACKGROUND/DISCUSSION:

Pursuant to City Council Norms and Procedures Section 5.4 Council Notification, which states, "By September 1st of each year, the City Clerk will notify the Council of expiring terms for members of those City Boards, commissions, and committees appointed by the full Council.

The 2023 Mayor's Appointments listing as updated in April 2023 is attached for review. No action by Council is necessary.

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

☒ **Attachments:** 1) 2023 Mayor's Appointments

CITY OF CLEARLAKE **MAYOR'S APPOINTMENTS**

ABANDONED VEHICLE AUTHORITY

Lake County Building Department
Code Enforcement Division
255 No. Forbes St.
Lakeport, CA 95453
263-2309

Russ Perdock, Member
David Claffey, Alternate

MEETS:

Third Wednesday of the
month at 1 PM; alternating
Clearlake/Lakeport

SEWER DISTRICT 1-6 ADVISORY BOARD

Lake County Special Districts
Attn: Administrator
230 No. Main St.
Lakeport, CA 95453
263-0119

Dirk Slooten, Member

As needed

RESOURCE MGMT COMMITTEE

Lake County Water Resources Department
Director
255 No. Forbes St.
Lakeport, CA 95453
263-2341

Joyce Overton, Member
David Claffey, Alternate

As needed

INTEGRATED WASTE MANAGEMENT TASK FORCE/SOLID WASTE DIVERSION COMMITTEE & CLEARLAKE SOLID WASTE COMMITTEE

Lake County Public Services
Director
333 – Second Street
Lakeport, CA 95453
262-1760

Russ Perdock, Member
David Claffey, Alternate

As needed

VECTOR CONTROL BOARD OF TRUSTEES

Jamesina J. Scott, Director

P.O. Box 310
Lakeport, CA 95453

(4 year term – expires 2027)

Curt Giambruno

2nd Wed. of the mo.
1:30 p.m.

One member is chosen by each incorporated City, and three members are chosen by the Board of Supervisors, for a total of five members.

P.E.G. BOARD

14050 Olympic Drive
Clearlake, CA 95422

David Claffey, Member
Russ Perdock, Alternate

2nd Mon of the mo. at
6:00 p.m. alternating in
Clearlake/Lakeport

TRAFFIC SAFETY COMMITTEE

Resolution 2019-46

Meets Quarterly/As Needed

Joyce Overton, Member
Russ Perdock, Alternate
City Engineer, Member
Public Works Director or designee
Clearlake Police Department representative
Lake County Fire Protection District representative
Sheryl Almon, Public Member

LEAGUE OF CALIFORNIA CITIES, REDWOOD EMPIRE DIVISION

Division Business Meeting and Legislative Committee

Joyce Overton, Member

David Claffey, Alternate

AREA PLANNING COUNCIL (APC)/TRANSIT AUTHORITY

Lisa Davey-Bates, Executive Director
 367 N. State Street, Suite 204
 Ukiah, CA 95482
 234-3314

City Representative

Russ Cremer, Member
 Russ Perdock, Member
 Dirk Slooten, Alternate

Meets 2nd Wed of mo.
 9:00 a.m alternating in Lower Lake
 and Lakeport

LAKE COUNTY CLEAN WATER PROGRAM ADVISORY COUNCIL**(NPDES-National Pollutant Discharge Elimination System)**

Lake County Water Resources Department
 Director
 255 No. Forbes St.
 Lakeport, CA 95453
 263-2341

Public Works Department Representative, Member
 TBD, Alternate

Meets as needed

LAKE COUNTY WATERSHED PROTECTION DISTRICT MANAGEMENT COUNCIL**(NPDES-National Pollutant Discharge Elimination System)**

Lake County Water Resources Department
 Director
 255 No. Forbes St.
 Lakeport, CA 95453
 263-2341

Joyce Overton (2023 Calendar Year)

Russ Cremer, Alternate

Meets as needed

LAKE COUNTY COMMUNITY RISK REDUCTION AUTHORITY

Lake County Risk Reduction Authority
 Director
 255 No. Forbes St.
 Lakeport, CA 95453
RRA@lakecountycal.gov

Russ Cremer, Member

Dirk Slooten, Alternate

Meets 3rd Monday of each month at 3:00**LAKE COUNTY COMMUNITY VISIONING FORUM PLANNING COMMITTEE**

County of Lake – Attn: Matthew Rothstein
 255 No. Forbes St.
 Lakeport, CA 95453
 263-2580

Dirk Slooten, Member

LAKE COUNTY RECREATION AGENCY

County of Lake
 255 No. Forbes St.
 Lakeport, CA 95453

Dirk Slooten, Member

David Claffey, Member

Russ Cremer, Alternate

Meets 4th Thursday of each month at 4:00pm**CLEARLAKE PLANNING COMMISSION**

(4 Year Staggered Terms Expiring in Odd Numbered Years)

Meets the 2nd and 4th Tues
 of the mo. at 6:00 p.m.

| <u>Name</u> | <u>Appointed</u> | <u>Term Expiration</u> |
|----------------|------------------|------------------------|
| Fawn Williams | 11/03/20 | 03/11/25 |
| Terry Stewart | 11/04/21 | 03/11/25 |
| Robert Coker | 08/21/18 | 03/11/25 |
| Lisa Wilson | 02/19/19 | 03/11/23 |
| Erin McCarrick | 05/05/20 | 03/11/23 |

7/31/2023

ZONING CODE UPDATE/DESIGN REVIEW MANUAL STEERING COMMITTEE

Meets as needed
Wednesdays at 6:00 p.m.

Dirk Slooten, Councilmember
Planning Commissioner Appointee
Planning Commissioner Appointee
Dave Hughes, community member
Bob Mingori, community member
Chuck Leonard, community member

MEASURE V CITIZEN OVERSIGHT COMMITTEE

Resolution No. 2017-07; 2021-18

Meets annually in October

| | | |
|------------------------|----------------------------|-----------|
| Ray Silva | Appointed by David Claffey | 2020-2024 |
| Conrad Colbrandt | Appointed by Russ Perdock | 2020-2024 |
| Jim Scholz | Appointed by Joyce Overton | 2020-2024 |
| Sheryl Almon, Member | Appointed by Russ Cremer | 2022-2026 |
| Bruno Sabatier, Member | Appointed by Dirk Slooten | 2022-2026 |

APPOINTED BY MAYORS' SELECTION COMMITTEE:

(The following are recommended appointments from the Mayor to the Mayors' Selection Committee that will make the final appointments)

Lake Local Agency Formation Commission (4 Yr Term: 1/1/19 – 1/1/23)

**NOTE: APPOINTED BY MAYORS'
SELECTION COMMITTEE**

John Benoit, Executive Director
P.O. Box 2694
Granite Bay, CA 95746
707-592-7528
(916) 797-7631 FAX
johnbenoit@surewest.net
jbenoit@icloud.com

Dirk Slooten, Member
Russ Perdock, Alternate

Meets 3rd Wed.
at 9:00 a.m. alternating
in Clearlake/Lakeport

**LAKE COUNTY AIRPORT LAND USE
COMMISSION**

Lake County Planning Department
255 No. Forbes St.
Lakeport, CA 95453
263-2221

Russ Cremer, Member
Dirk Slooten, Alternate

Meets as needed

MAYORS' SELECTION COMMITTEE

Chairman of the Board of Supervisors
City of Clearlake Mayor
City of Lakeport Mayor
Staff: Susan Parker, County Administrator
County of Lake
255 No. Forbes St
Lakeport, CA. 95453



CITY OF CLEARLAKE

City Council

STAFF REPORT

SUBJECT: Consideration of Resolution Supporting the Application of Chelsea Investment for the Local Government Matching Grant (LGMG) Program for Development of Affordable Housing at 15837 18th Avenue, Clearlake

MEETING DATE: Aug. 3, 2023

SUBMITTED BY: Alan D. Flora, City Manager

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

WHAT IS BEING ASKED OF THE CITY COUNCIL:

The City Council is being asked to adopt Resolution 2023-35 Supporting Chelsea Investment's application for Local Government Matching Grant funds.

BACKGROUND/ DISCUSSION:

Chelsea Investments was selected as the developer of affordable housing on formerly County-owned property (15837 18th Avenue, Clearlake) by the State of California. They have plans to develop 80-units of housing on the site. They are still working on their financing package and have applied for City funds available through the 2018 CDBG-DR-MHP program. The funding available still creates a deficit in the project. In early May the state released a new funding program focused on projects falling under the Governor's Executive Order N-06-19, as this one is. The CDBG-DR funds would be treated as match under the LGMG program and would fill the required gap to fund the project.

In May of 2022 the Council adopted Resolution 2022-25 for the same purpose, and again in December 2022. The project was not successful in funding through the 2022 round, but HCD has modified some of the program requirements that should make this project more attractive in 2023. This updated resolution, includes changes consistent with the most recent program requirements.

OPTIONS:

1. Adopt Resolution 2023-35 and Authorize the Mayor to sign.
2. Provide 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:

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:

☒ **Attachment:**

1. **Resolution 2023-35**

AUTHORIZING RESOLUTION

RESOLUTION NO. 2023-35

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLEARLAKE HEREBY AUTHORIZES (I) PARTICIPATION IN THE LOCAL GOVERNMENT MATCHING GRANTS PROGRAM, (II) ACCEPTANCE OF FUNDS FOR THE LOCAL GOVERNMENT MATCHING GRANTS PROGRAM, AND (III) CLEARLAKE CIC, LP TO ADMINISTER AND ACCEPT A LOAN OF THE LOCAL GOVERNMENT MATCHING GRANTS FUNDS FROM CITY OF CLEARLAKE

WHEREAS:

- A. The Department of Housing and Community Development ("**Department**") has issued a Notice of Funding Availability, dated July 17, 2023 ("**NOFA**"), for the Local Government Matching Grants Program ("**LGMG**" or "**Program**"). The Department has issued the NOFA for LGMG grant funds pursuant to Health and Safety Code section 50704.83(f).
- B. **CITY OF CLEARLAKE** ("**City**") desires to accept grant funds and participate in the LGMG Program.
- C. In accordance with Section 401(g) of the LGMG 2022 Final Guidelines ("**Guidelines**"), the **CITY OF CLEARLAKE** desires to loan the LGMG funds to **CLEARLAKE CIC, LP**, (the "**Partnership**") pursuant to the terms and conditions specified in the Guidelines (the "**Loan**").
- D. The Department is authorized to administer LGMG pursuant to Health and Safety Code section 50704.81(a)(2). LGMG funding allocations are subject to the terms and conditions of the NOFA, the Application, the Department-approved STD 213, Standard Agreement ("**Standard Agreement**"), and all other legal requirements of LGMG.

THEREFORE, IT IS RESOLVED THAT:

- 1. **CITY OF CLEARLAKE** will apply for and accept LGMG funds and enter into, execute, and deliver a Standard Agreement in a total amount not to exceed **\$10,000,000**, any and all other documents required or deemed necessary or appropriate to secure the LGMG funds from the Department and to participate in LGMG, and all amendments thereto (collectively, the "**LGMG Documents**").
- 2. **CITY OF CLEARLAKE** acknowledges and agrees that it shall be subject to the terms and conditions specified in the Standard Agreement, and that the NOFA and Application will be incorporated in the Standard Agreement by reference and made a part thereof. Any and all activities, Predevelopment and Development Costs, information, and timelines represented in the Application are enforceable through the Standard Agreement. Funds are to be used for the allowable expenditures and activities identified in the Standard Agreement.

3. **CITY OF CLEARLAKE** hereby authorizes the **CLEARLAKE CIC, LP** to act as the payee of the LGMG funds and to enter into the disbursement agreement (if any).
4. **ALAN FLORA, CITY MANAGER**, is authorized to execute the LGMG Documents on behalf of the **CITY OF CLEARLAKE** to participate in the LGMG Program.

PASSED AND ADOPTED this 3 day of AUGUST, 2023, by the following vote of the **City Council**:

AYES: [#] NAYS: [#] ABSTAIN: [#] ABSENT: [#]

| SIGNATURE | TITLE | DATE |
|-----------|-------|------|
|-----------|-------|------|

CERTIFICATE OF THE CITY CLERK OF THE **CITY OF CLEARLAKE**

The undersigned, MELISSA SWANSON, CITY CLERK of **City of Clearlake**, does hereby attest and certify that the foregoing is a true and full copy of a resolution of the **City Council** adopted at a duly convened meeting on the date above-mentioned, and that the resolution has not been altered, amended, or repealed.

MELISSA SWANSON, CITY CLERK

DATE: _____



Resolution of the Governing Body

Applicants are encouraged to use this Resolution in content and form.

RESOLUTION NO. 2023-36

**A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF CLEARLAKE
SUPPORTING THE APPLICATION OF CHELSEA INVESTMENT CORPORATION FOR THE LOCAL
GOVERNMENT MATCHING GRANTS PROGRAM; APPROVING CLEARLAKE CIC, LP
BUDGET FOR THE LOCAL GOVERNMENT MATCHING GRANTS PROGRAM**

WHEREAS:

- A. On January 15, 2019, Governor Gavin Newsom signed Executive Order No. N-06-19, which allows the production of Affordable housing on state-owned Excess Sites ("**Excess Sites**"). The Executive Order authorizes the Department of General Services ("**DGS**") and the Department of Housing and Community Development ("**Department**") to identify and prioritize Excess Sites for sustainable, cost-effective, and innovative multi-family Affordable housing projects.
- B. On APRIL 30, 2021 **DGS and the Department selected** CHELSEA INVESTMENT CORPORATION to develop Affordable housing at 15387 18TH AVENUE, CLEARLAKE (APN 010-043-01) ("**selected project**") pursuant to Executive Order No. N-06-19.
- C. Chapter 111, Statutes of 2021 (Assembly Bill (AB) 140) makes several statutory changes for the purpose of implementing the housing and homelessness provisions of the Budget Act of 2021, which establishes the Excess Sites Local Government Matching Grants ("**LGMG**") Program (hereafter, "**Program**") to be administered by the Department.
- D. The Program was allocated up to \$30 million to provide funds for Predevelopment and Development Costs to selected projects that receive a financial contribution from a Local Government, as defined pursuant to Health and Safety Code section 50704.80(b). Funding for the Program is made available pursuant to Health and Safety Code section 50704.81(a)(2).
- E. The Department has issued a Notice of Funding Availability ("**NOFA**"), dated May 5, 2022, for the Program pursuant to Health and Safety Code section 50704.83(f).
- F. The Program requires contribution from THE CITY OF CLEARLAKE to CLEARLAKE CIC, LP for CHELSEA INVESTMENT CORPORATION ("**Applicant**") to apply for Program funds pursuant to Health and Safety Code section 50704.82. Towards that end, Applicant is submitting an Application for Program funds ("**Application**") to the Department for review and consideration.



G. The Program requires a resolution from THE CITY OF CLEARLAKE pursuant to Health and Safety Code section 50704.82(b)(1)(A) approving the CLEARLAKE CIC, LP budget, including all sources, and demonstrating the amount of Local Government Contribution to the Applicant for Predevelopment and Development Costs for CLEARLAKE CIC, LP, and the requested amount from the Program.

THEREFORE, IT IS RESOLVED THAT:

1. The THE CITY OF CLEARLAKE supports CHELSEA INVESTMENT CORPORATION submitting an Application to the Department to receive Program funds for CLEARLAKE CIC, LP to develop Affordable housing on the state-owned Excess Site.
2. The THE CITY OF CLEARLAKE is authorized to submit the approved CLEARLAKE CIC, LP Project Budget ("**Attachment 1**") and Anticipated and Committed Project Sources ("**Attachment 2**") to the Applicant to include in their Application. Attachment 1 and Attachment 2 demonstrate the requested amount from the Program, \$10,000,000 that will be allocated to the Applicant, and all other sources for Predevelopment and Development Costs associated with the development of Affordable housing on the state-owned Excess Site.

Attachment 1: CLEARLAKE CIC, LP Budget

Attachment 2: Anticipated and Committed Project Sources

PASSED AND ADOPTED at a regular meeting of the CITY COUNCIL of the CITY of CLEARLAKE held on AUGUST 3, 2023 by the following vote:

Instruction: Fill in all four vote-count fields below. If none, indicate "0" for that field.

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

CITY COUNCIL



STATE OF CALIFORNIA

CITY COUNCIL of CLEARLAKE

I, _____, CITY COUNCIL Clerk of the CITY of CLEARLAKE,
State of California, hereby certify the above and foregoing to be a full, true and correct
copy of a resolution adopted by said CITY COUNCIL on this ____ day of
_____, 20_____.

_____, CITY COUNCIL Clerk of the CITY of
CLEARLAKE, State of California

By: _____

Note: The attesting officer cannot be the person identified in the Resolution as the authorized signer.



ATTACHMENTS

Attachment 1: Project Budget

Attachment 2: Anticipated and Committed Project Sources



Attachments

Attachment 1: Project Budget (from Program Application)

Development Budget

7/5/2023 v1

| | Total Project Costs |
|--|---------------------|
| LAND COST/ACQUISITION | |
| Land Cost or Value | |
| Demolition | |
| Legal | \$10,000 |
| Land Lease Rent Prepayment | |
| Total Land Cost or Value | \$10,000 |
| Existing Improvements Cost or Value | |
| Off-Site Improvements | |
| Total Acquisition Cost | \$0 |
| Total Land Cost / Acquisition Cost | \$10,000 |
| Predevelopment Interest/Holding Cost | \$84,833 |
| Assumed, Accrued Interest on Existing Debt (Rehab/Acq) | |
| Excess Purchase Price Over Appraisal | |
| REHABILITATION | |
| Site Work | |
| Structures | |
| General Requirements | |
| Contractor Overhead | |
| Contractor Profit | |
| Prevailing Wages | |
| General Liability Insurance | |
| Other: (Specify) | |
| Other: (Specify) | |
| Other: (Specify) | |
| Other: (Specify) | |
| Total Rehabilitation Costs | \$0 |
| Total Relocation Expenses | |
| NEW CONSTRUCTION | |
| Site Work | \$7,397,403 |
| Structures | \$24,896,509 |
| General Requirements | \$1,291,756 |
| Contractor Overhead | \$1,291,756 |
| Contractor Profit | \$1,937,635 |
| Prevailing Wages | |
| General Liability Insurance | |
| Other: (Specify) | |
| Other: (Specify) | |
| Other: (Specify) | |
| Other: (Specify) | |
| Total New Construction Costs | \$36,815,060 |
| ARCHITECTURAL FEES | |

| | |
|---|---------------------|
| Design | \$595,000 |
| Supervision | \$50,000 |
| Total Architectural Costs | \$645,000 |
| Total Survey & Engineering | \$714,886 |
| CONSTRUCTION INTEREST & FEES | |
| Construction Loan Interest | \$1,305,086 |
| Origination Fee | \$111,312 |
| Credit Enhancement/Application Fee | |
| Bond Premium | |
| Cost of Issuance | |
| Title & Recording | \$50,000 |
| Taxes | |
| Insurance | \$470,000 |
| Other: (Lender Reports and Inspections) | \$52,000 |
| Other: (Specify) | |
| Other: (Specify) | |
| Total Construction Interest & Fees | \$1,988,398 |
| PERMANENT FINANCING | |
| Loan Origination Fee | |
| Credit Enhancement/Application Fee | |
| Title & Recording | \$5,000 |
| Taxes | |
| Insurance | |
| Other: (Specify) | |
| Other: (Specify) | |
| Total Permanent Financing Costs | \$5,000 |
| Subtotals Forward | \$40,263,178 |
| LEGAL FEES | |
| Legal Paid by Applicant | \$254,719 |
| Other: (Lender Legal) | \$75,000 |
| Total Attorney Costs | \$329,719 |
| RESERVES | |
| Operating Reserve | \$136,431 |
| Replacement Reserve | |
| Transition Reserve | |
| Rent Reserve | |
| Other: (Specify) | |
| Other: (Specify) | |
| Other: (Specify) | |
| Total Reserve Costs | \$136,431 |
| CONTINGENCY COSTS | |
| Construction Hard Cost Contingency | \$1,860,023 |
| Soft Cost Contingency | \$164,306 |
| Total Contingency Costs | \$2,024,329 |
| OTHER PROJECT COSTS | |
| TCAC App/Allocation/Monitoring Fees | \$119,063 |
| Environmental Audit | \$47,500 |

| | |
|-------------------------------------|---------------------|
| Local Development Impact Fees | \$1,765,050 |
| Permit Processing Fees | \$226,160 |
| Capital Fees | |
| Marketing | \$50,000 |
| Furnishings | \$25,000 |
| Market Study | \$8,500 |
| Accounting/Reimbursable | \$62,500 |
| Appraisal Costs | \$8,500 |
| Other: (Preconstruction Studies) | \$5,000 |
| Other: (GP Service Fee) | \$25,000 |
| Other: (Financial Review) | \$290,000 |
| Other: (Specify) | |
| Other: (Specify) | |
| Other: (Specify) | |
| Total Other Costs | \$2,632,273 |
| SUBTOTAL PROJECT COST | \$45,385,929 |
| DEVELOPER COSTS | |
| Developer Overhead/Profit | \$2,200,000 |
| Consultant/Processing Agent | |
| Project Administration | |
| Broker Fees Paid to a Related Party | |
| Construction Oversight by Developer | |
| Other: (Specify) | |
| Total Developer Costs | \$2,200,000 |
| TOTAL PROJECT COST | \$47,585,929 |

End of Document



Attachments

Attachment 2: Anticipated and Committed Project Sources

| | |
|---------------------------------------|--------------|
| Committed Project Sources | |
| CDBG-DR | \$3,292,367 |
| PLHA | \$309,000 |
| | |
| | |
| | |
| Anticipated Project Sources | |
| HCD IIG | \$3,925,000 |
| ID D | \$1,000,000 |
| Lake County D eferred Impact Fee Loan | \$474,142 |
| HCD LGMG | \$10,000,000 |
| HOME | \$10,000,000 |
| Solar Equity | \$170,885 |
| | |
| General Partner Equity | |
| Tax Credit Equity | \$18,414,536 |
| Deferred Developer Fee | |
| Total Sources | |
| | \$47,585,929 |



CITY OF CLEARLAKE

City Council

STAFF REPORT

| | |
|---|-------------------------------------|
| SUBJECT: Adoption of Resolution 2023-33 authorizing the sale or disposal of surplus City property | MEETING DATE: August 3, 2023 |
| SUBMITTED BY: Adeline Leyba, Public Works Director | |
| PURPOSE OF REPORT: <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item | |

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to adopt a resolution authorizing the sale of, or otherwise dispose of, surplus City property and equipment.

BACKGROUND/DISCUSSION:

City of Clearlake Municipal Code Section 3-4.10 states the Purchasing Agent shall have the authority to sell, trade or exchange all said supplies and equipment which have a fair market value of less than ten thousand (\$10,000.00) dollars. The Purchasing Agent shall have the discretion to dispose of surplus supplies and equipment which have a fair market value of ten thousand (\$10,000) dollars or more either by offering them for sale in a public auction or by exchanging or trading in such supplies or equipment in part or full payment for new supplies, materials or equipment of a similar nature.

The Public Works Department has an obsolete grader that is no longer able to be used. Staff intends to dispose of it through sale at auction.

OPTIONS:

1. Move to adopt Resolution 2023-33 authorizing the sale or disposal of surplus City property.
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 adopt Resolution 2023-33 authorizing the sale or disposal of surplus City property.

- ☐ **Attachments: Resolution 2023-33**

A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF CLEARLAKE DECLARING SURPLUS PROPERTY
AND AUTHORIZING DISPOSAL OF SAME

WHEREAS, the City recognizes that from time to time it is necessary to declare property and equipment surplus to the needs of the City and determine that said property is no longer necessary or beneficial to the operations of the City; and

WHEREAS, at the regular City Council meeting of August 3, 2023 the Council considered staff recommendation to declare certain property surplus.

WHEREAS, the PW Department owns equipment, identified in “Exhibit A”, that are no longer used due to mechanical issues and component failures that make the vehicles inoperable, unsafe to operate or economically infeasible to repair; and

WHEREAS, Clearlake Municipal Code Section 3-4.10 permits the disposal of obsolete or worn out equipment and to dispose of said equipment.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Clearlake hereby declares the vehicles listed in “Exhibit A” as surplus and authorizes the Director of Public Works to take necessary steps to dispose of the vehicles.

PASSED AND ADOPTED by the City Council of the City of Clearlake, County of Lake, State of California, on this 3rd day of August 2023, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST: _____
City Clerk Mayor

EXHIBIT A

Section H, Item 9.

| Equipment | Serial #/Model | YR |
|---------------------|-------------------------------------|-------------|
| Motor Grader | John Deere DW772BH549491 | 1994 |



CITY OF CLEARLAKE

City Council

STAFF REPORT

SUBJECT: Consideration of Designation of Voting Delegates and Alternate(s) For the League of California Cities Annual Conference in September

MEETING DATE: August 3, 2023

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

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

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to designate a voting delegate and alternate voting delegate for the CalCities Conference in September.

BACKGROUND/DISCUSSION:

The League of California Cities' Annual Conference is scheduled for September 20 - 22, 2023. The Conference is scheduled to held in person in Sacramento. At this meeting, the League membership considers and takes action on resolutions that establish League policy.

In order to vote at the Annual Business Meeting, the City Council must designate a voting delegate. In the event that the designated voting delegate is unable to serve in that capacity, the Council may appoint up to two (2) alternates.

We have not yet received the information on the issues coming up for vote before the League delegates.

OPTIONS:

1. Move to appoint one Council Member and up to two alternates as voting delegates.
2. Other direction

FISCAL IMPACT:

☒ None ☐ \$ Budgeted Item? ☐ Yes ☐ No

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

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

STRATEGIC PLAN IMPACT:

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

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

SUGGESTED MOTIONS:

Move to designate _____ as voting delegate and _____ as alternate(s).

- ☒ **Attachments:** 1) League of California Cities Voting Delegates Packet

Council Action Advised by August 28, 2023**DATE: Wednesday, June 21, 2023****TO: Mayors, Council Members, City Clerks, and City Managers****RE: DESIGNATION OF VOTING DELEGATES AND ALTERNATES
League of California Cities Annual Conference and Expo, Sept. 20-22, 2023,
Sacramento SAFE Credit Union Convention Center**

Every year, the League of California Cities convenes a member-driven General Assembly at the [Cal Cities Annual Conference and Expo](#). The General Assembly is an important opportunity where city officials can directly participate in the development of Cal Cities policy.

Taking place on Sept. 22, the General Assembly is comprised of voting delegates appointed by each member city; every city has one voting delegate. Your appointed voting delegate plays an important role during the General Assembly by representing your city and voting on resolutions.

To cast a vote during the General Assembly, your city must designate a voting delegate and up to two alternate voting delegates, one of whom may vote if the designated voting delegate is unable to serve in that capacity. Voting delegates may either be an elected or appointed official.

Please complete the attached voting delegate form and email it to Cal Cities office no later than Monday, August 28.

New this year, we will host a pre-conference information session for voting delegates to explain their role. Submitting your voting delegate form by the deadline will allow us time to establish voting delegate/alternate records prior to the conference and provide pre-conference communications with voting delegates.

Please view Cal Cities' [event and meeting policy](#) in advance of the conference.

Action by Council Required. Consistent with Cal Cities bylaws, a city's voting delegate and up to two alternates must be designated by the city council. When completing the attached Voting Delegate form, please attach either a copy of the council resolution that reflects the council action taken or have your city clerk or mayor sign the form affirming that the names provided are those selected by the city council.

Please note that designating the voting delegate and alternates **must** be done by city council action and cannot be accomplished by individual action of the mayor or city manager alone.

Conference Registration Required. The voting delegate and alternates must be registered to attend the conference. They need not register for the entire conference; they may register for Friday only. Conference registration is open on the [Cal Cities](#) website.

For a city to cast a vote, one voter must be present at the General Assembly and in possession of the voting delegate card and voting tool. Voting delegates and alternates need to pick up their conference badges before signing in and picking up the voting delegate card at the voting delegate desk. This will enable them to receive the special sticker on their name badges that will admit the voting delegate into the voting area during the General Assembly.

Transferring Voting Card to Non-Designated Individuals Not Allowed. The voting delegate card may be transferred freely between the voting delegate and alternates, but *only* between the voting delegate and alternates. If the voting delegate and alternates find themselves unable to attend the General Assembly, they may *not* transfer the voting card to another city official.

Seating Protocol during General Assembly. At the General Assembly, individuals with a voting card will sit in a designated area. Admission to the voting area will be limited to the individual in possession of the voting card and with a special sticker on their name badge identifying them as a voting delegate.

The voting delegate desk, located in the conference registration area of the SAFE Credit Union Convention Center in Sacramento, will be open at the following times: Wednesday, Sept. 20, 8:00 a.m.- 6:00 p.m. and Thursday, Sept. 21, 7:30 a.m.- 4:00 p.m. On Friday, Sept. 22, the voting delegate desk will be open at the General Assembly, starting at 7:30 a.m., but will be closed during roll calls and voting.

The voting procedures that will be used at the conference are attached to this memo. Please share these procedures and this memo with your council and especially with the individuals that your council designates as your city's voting delegate and alternates.

Once again, thank you for completing the voting delegate and alternate form and returning it to Cal Cities office by Monday, Aug. 28. If you have questions, please contact Zach Seals at zseals@calcities.org.

Attachments:

- General Assembly Voting Guidelines
- Voting Delegate/Alternate Form
- Information Sheet: Cal Cities Resolutions and the General Assembly

General Assembly Voting Guidelines

1. **One City One Vote.** Each member city has a right to cast one vote on matters pertaining to Cal Cities policy.
2. **Designating a City Voting Representative.** Prior to the Cal Cities Annual Conference and Expo, each city council may designate a voting delegate and up to two alternates; these individuals are identified on the voting delegate form provided to the Cal Cities Credentials Committee.
3. **Registering with the Credentials Committee.** The voting delegate, or alternates, may pick up the city's voting card at the voting delegate desk in the conference registration area. Voting delegates and alternates must sign in at the voting delegate desk. Here they will receive a special sticker on their name badge and thus be admitted to the voting area at the General Assembly.
4. **Signing Initiated Resolution Petitions.** Only those individuals who are voting delegates (or alternates), and who have picked up their city's voting card by providing a signature to the credentials committee at the voting delegate desk, may sign petitions to initiate a resolution.
5. **Voting.** To cast the city's vote, a city official must have in their possession the city's voting card and voting tool; and be registered with the credentials committee. The voting card may be transferred freely between the voting delegate and alternates but may not be transferred to another city official who is neither a voting delegate nor alternate.
6. **Voting Area at General Assembly.** At the General Assembly, individuals with a voting card will sit in a designated area. Admission to the voting area will be limited to the individual in possession of the voting card and with a special sticker on their name badge identifying them as a voting delegate.
7. **Resolving Disputes.** In case of dispute, the credentials committee will determine the validity of signatures on petitioned resolutions and the right of a city official to vote at the General Assembly.



CITY: _____

2023 ANNUAL CONFERENCE VOTING DELEGATE/ALTERNATE FORM

Please complete this form and return it to Cal Cities office by Monday, August 28, 2023. Forms not sent by this deadline may be submitted to the Voting Delegate Desk located in the Annual Conference Registration Area. Your city council may designate one voting delegate and up to two alternates.

To vote at the General Assembly, voting delegates and alternates must be designated by your city council. Please attach the council resolution as proof of designation. As an alternative, the Mayor or City Clerk may sign this form, affirming that the designation reflects the action taken by the council.

Please note: Voting delegates and alternates will be seated in a separate area at the General Assembly. Admission to this designated area will be limited to individuals (voting delegates and alternates) who are identified with a special sticker on their conference badge. This sticker can be obtained only at the voting delegate desk.

1. VOTING DELEGATE

Name: _____

Email: _____

Title: _____

2. VOTING DELEGATE - ALTERNATE

Name: _____

Title: _____

Email: _____

3. VOTING DELEGATE - ALTERNATE

Name: _____

Title: _____

Email: _____

ATTACH COUNCIL RESOLUTION DESIGNATING VOTING DELEGATE AND ALTERNATES OR

ATTEST: I affirm that the information provided reflects action by the city council to designate the voting delegate and alternate(s).

Name: _____ Email: _____

Mayor or City Clerk: _____ Date: _____ Phone: _____
(circle one) (signature)

Please complete and email this form to votingdelegates@calcities.org by Monday, August 28, 2023.

Developing League of California Cities policy is a dynamic process that engages a wide range of members to ensure that we are representing California cities with one voice. These policies directly guide Cal Cities advocacy to promote local decision-making, and lobby against statewide policy that erodes local control.

The resolutions process and General Assembly is one way that city officials can directly participate in the development of Cal Cities policy. If a resolution is approved at the General Assembly, it becomes official Cal Cities policy. Here's how Resolutions and the General Assembly works.

Prior to the Annual Conference and Expo

General Resolutions



Sixty days before the Annual Conference and Expo, Cal Cities members may submit policy proposals on issues of importance to cities. The resolution must have the concurrence of at least five additional member cities or individual members.

Policy Committees



The Cal Cities President assigns general resolutions to policy committees where members review, debate, and recommend positions for each policy proposal. Recommendations are forwarded to the Resolutions Committee.

During the Annual Conference and Expo

Petitioned Resolutions



The petitioned resolution is an alternate method to introduce policy proposals during the annual conference. The petition must be signed by voting delegates from 10% of member cities, and submitted to the Cal Cities President at least 24 hours before the beginning of the General Assembly.

Resolutions Committee



The Resolutions Committee considers all resolutions. General Resolutions approved¹ by either a policy committee or the Resolutions Committee are next considered by the General Assembly. General resolutions not approved, or referred for further study by both a policy committee and the Resolutions Committee do not go the General Assembly. All Petitioned Resolutions are considered by the General Assembly, unless disqualified.²

General Assembly



During the General Assembly, voting delegates debate and consider general and petitioned resolutions forwarded by the Resolutions Committee. Potential Cal Cities bylaws amendments are also considered at this meeting.

Who's who

Cal Cities policy development is a member-informed process, grounded in the voices and experiences of city officials throughout the state.

The **Resolutions Committee** includes representatives from each Cal Cities diversity caucus, regional division, municipal department, policy committee, as well as individuals appointed by the Cal Cities president.

Voting delegates are appointed by each member city; every city has one voting delegate.

The **General Assembly** is a meeting of the collective body of all voting delegates — one from every member city.

Seven **Policy Committees** meet throughout the year to review and recommend positions to take on bills and regulatory proposals. Policy committees include members from each Cal Cities diversity caucus, regional division, municipal department, as well as individuals appointed by the Cal Cities president.

What's new in 2023?



- Voting delegates will receive increased communications to prepare them for their role during the General Assembly.
- The General Assembly will take place earlier to allow more time for debate and discussion.
- Improvements to the General Assembly process will make it easier for voting delegates to discuss and debate resolutions.

¹ The Resolution Committee can amend a general resolution prior to sending it to the General Assembly.

² Petitioned Resolutions may be disqualified by the Resolutions Committee according to Cal Cities Bylaws Article VI. Sec. 5(f).