



## CITY COUNCIL SPECIAL MEETING

Clearlake City Hall Council Chambers

14050 Olympic Dr, Clearlake, CA

Thursday, September 05, 2024

Regular Meeting 5:30 PM

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

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### AGENDA

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

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

**AMERICANS WITH DISABILITY ACT (ADA) REQUESTS**

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

**AGENDA REPORTS**

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

**Zoom Link:**

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

Please click this URL to join.

<https://clearlakeca.zoom.us/j/81750639925?pwd=na6TjD6SWsdtY9k1gqUtsayMMEpUVL.1>

Passcode: 865630

Or One tap mobile:

+16694449171,,81750639925# US

+12532050468,,81750639925# US

Or join by phone:

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

US: +1 669 444 9171 or +1 253 205 0468 or +1 253 215 8782 or +1 346 248 7799 or +1 719 359 4580 or +1 720 707 2699 or +1 309 205 3325 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

Webinar ID: 817 5063 9925

International numbers available: <https://clearlakeca.zoom.us/j/kc0tvQOLAf>

**A. ROLL CALL**

**B. PLEDGE OF ALLEGIANCE**

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

**D. 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.*

1. Award of Contract for the Gateway Signage Project  
Recommended Action: Move to approve the contract with Express Sign and Neon in the amount of \$169,772.75 and authorize the City Manager to approve up to 10% for additional unforeseen contract amendments.
2. Road closure for the 2024 Robert Viramontes Memorial Soap Box Derby to be held on September 14, 2024.  
Recommended action: Approve Resolution number 2024-36 approving the road Closure on September 14, 2024 for the Robert Viramontes Memorial Soap Box Derby.

**E. ADJOURNMENT**

POSTED: September 4, 2024

BY:



Melissa Swanson, Administrative Services Director/City Clerk

# CITY OF CLEARLAKE

City Council



<b>STAFF REPORT</b>	
<b>SUBJECT:</b> Award of Contract for the Gateway Signage Project	<b>MEETING DATE:</b> September 5, 2024
<b>SUBMITTED BY:</b> Adeline Leyba, Public Works Director	
<b>PURPOSE OF REPORT:</b> <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

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

The City Council is being asked to approve a contract with Express Sign and Neon for \$169,772.75.

**BACKGROUND/DISCUSSION:**

The city was awarded funding through the Clean California Local Grant Program. There are various projects associated within the grant funding, with the Gateway signage being one. Staff solicited bids for the fabrication and installation of the gateway sign placement in three areas of the city. The following proposals were received:

Express Sign and Neon	\$169,772.75
Illuminated Creations, Inc.	\$191,203.80
Square Signs LLC	\$268,422.50

**OPTIONS:**

1. Move to approve the contract with Express Sign and Neon in the amount of \$169,772.75.
2. Other direction

**FISCAL IMPACT:**

None  \$169,772.75 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: Clean CA Grant  
 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 the contract with Express Sign and Neon in the amount of \$169,772.75.

**Attachments:**

# CITY OF CLEARLAKE

City Council



<b>STAFF REPORT</b>	
<b>SUBJECT:</b> Road Closure – Robert Viramontes Memorial Soap Box Derby Resolution No. 2024-36	<b>MEETING DATE:</b> September 5, 2024
<b>SUBMITTED BY:</b> Tina Viramontes	
<b>PURPOSE OF REPORT:</b> <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

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

The City Council is being asked to Consider the Resolution No 2021-36, A Resolution of the City of Clearlake, approving a temporary street closure for the Soap Box Derby Race.

**BACKGROUND/DISCUSSION:**

The Robert Viramontes Memorial Soap Box Derby event is a City of Clearlake Sponsored event. The event will be held on Saturday September 14, 2024. It is proposed that the roads be closed as follows:

- a) Dam Rd. Ext. at the College access road from 6:30am – 5:00pm on the day of the event.
- b) Dam Rd. Ext. at 18<sup>th</sup> Avenue from 6:30am – 5:00pm.

The Soap Box Derby will be a fun event for the entire family. It will have three (3) different age divisions and an Art Division. There will be a vendor area as well at the event.

The application and permitting process includes provisions for the sponsor to assume the responsibility for placement and removal of physical barricades as per California Motor Vehicle Code Section 21103 and requires \$1,000,000 in liability insurance coverage naming the City of Clearlake additional insured, along with other insurance and indemnification provisions.

**OPTIONS:**

- 1. Move
- 2. Move to
- 3. Direct staff to
- 4. Other direction Move to approve Resolution 2024-36 for the temporary road closure on September 14, 2024.

**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:**

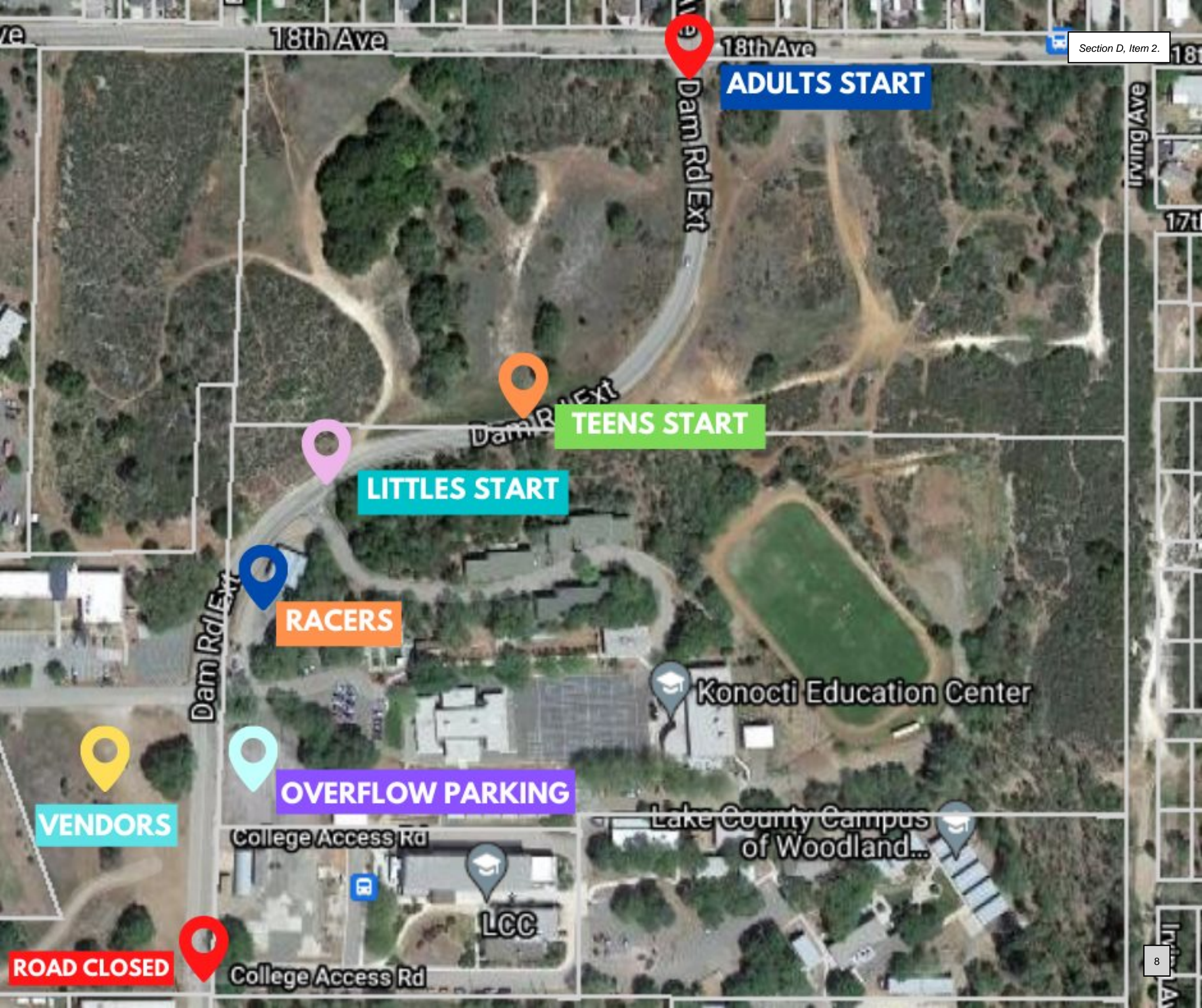
- Goal #1: Make Clearlake a Visibly Cleaner City
- Goal #2: Make Clearlake a Statistically Safer City
- Goal #3: Improve the Quality of Life in Clearlake with Improved Public Facilities
- Goal #4: Improve the Image of Clearlake
- Goal #5: Ensure Fiscal Sustainability of City
- Goal #6: Update Policies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

**SUGGESTED MOTIONS:**

Move to approve Resolution No. 2024-36 for the 2024 Soap Box Derby.

- Attachments:**
  - 1) Event Map
  - 2) Resolution 2024-36





**ADULTS START**

**TEENS START**

**LITTLES START**

**RACERS**

**OVERFLOW PARKING**

**VENDORS**

**ROAD CLOSED**

Konocti Education Center

Lake County Campus of Woodland...

LCC



**RESOLUTION NO. 2024-36**  
**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLEARLAKE**  
**AUTHORIZING TEMPORARY CLOSURE OF DAM ROAD EXT. AT 18<sup>TH</sup> AVE. AND**  
**DAM ROAD EXT. AT COLLEGE ACCESS ROAD FOR THE PURPOSE OF THE**  
**ROBERT VIRAMONTES MEMORIAL SOAP BOX DERBY.**

**WHEREAS**, the City of Clearlake has requested permission from the City Council to temporarily close a portion of Dam Road Ext. in the City of Clearlake on September 14, 2024 for the purpose of conducting the Robert Viramontes Memorial Soap Box Derby Race Event,

**WHEREAS**, the City Council of the City of Clearlake deems such closure necessary for the safety of persons using that portion of Dam Road Ext. 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 Dam Road Ext. as follows:

- a) Dam Road Ext. at the College access road from 6:30am-5:00pm
- b) Dam Road Ext. at 18<sup>th</sup> Avenue from 6:30am- 5:00pm

PASSED AND ADOPTED on \_\_\_\_\_ by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
Mayor, City of Clearlake

ATTEST:

\_\_\_\_\_  
City Clerk, City of Clearlake