



CITY COUNCIL REGULAR MEETING

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

Thursday, August 21, 2025

Regular Meeting 6:00 PM

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

AGENDA

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

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

AMERICANS WITH DISABILITY ACT (ADA) REQUESTS

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

AGENDA REPORTS

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

Zoom Link:

Register in advance for this webinar:

https://clearlakeca.zoom.us/webinar/register/WN_XDh2CHCrQEO1WW1sol6uzg

After registering, you will receive a confirmation email containing information about joining the webinar.

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 August's Adoptable Dogs
2. Presentation by Future Farmers of America

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.*

3. Award of Contract for the Senior Center Painting Project

Recommended Action: Rescind the prior award of contract to Poso Brothers Painting due to contractor withdrawal and authorize City Manager to enter into a contract with Underdog Painting for the Senior Center Project in the amount of \$49,285.00 and authorize the City Manager to approve up to 10% for additional unforeseen contract amendments.

4. Minutes

Recommended Action: Receive and file

5. Warrants

Recommended Action: Receive and file

H. PUBLIC HEARING

6. Discussion and Consideration of Ordinance No. 282-2025, An Amendment to Section 3-5.6 of the Clearlake Municipal Code Regarding the Collection of Fire Mitigation Impact Fees

Recommended Action: Hold First Reading of Ordinance No. 282-2025, read by title only, waive further reading and set second reading for next Council meeting.

I. BUSINESS

7. Consideration of Designation of Voting Delegates and Alternate(s) For the League of California Cities Annual Conference in October

Recommended Action: Designate one voting delegate and up to two alternates

8. Discussion Regarding Next Steps for Animal Care and Control Services in the City

Recommended Action: Direction to Staff

J. CITY MANAGER AND COUNCILMEMBER REPORTS

K. FUTURE AGENDA ITEMS

L. CLOSED SESSION

- (9) Conference with Real Property Negotiators: Pursuant to Government Code Section 54956.8. Property Address: 14180 and 14190 Division Avenue, Clearlake; Agency Negotiation: City Manager Alan Flora; Negotiating Parties: Alvarez Investments ; Under Negotiation: Price and terms of payment.
- (10) Conference with Legal Counsel - Existing Litigation: Pursuant to Government Code 54956.9 - Mosqueda, Miguel v. City of Clearlake, p.s.i., administered by LWP Claims Solutions, Inc. WCAB No: ADJ9170309
- (11) LIABILITY CLAIMS -Claimant Anna Middling ; Agency Claimed Against : City of Clearlake (Govt Code §54961)
- (12) LIABILITY CLAIMS -Claimant Jeremy Nelson; Agency Claimed Against : City of Clearlake (Govt Code §54961)

M. ANNOUNCEMENT OF ACTION FROM CLOSED SESSION

N. ADJOURNMENT

POSTED: August 15, 2025

BY:



Melissa Swanson, Administrative Services Director/City Clerk



CITY OF CLEARLAKE

City Council

STAFF REPORT

SUBJECT: Award of Contract for the Senior Center Painting Project

MEETING DATE: August 21, 2025

SUBMITTED BY: Trystan Hayes, Construction Project Manager

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 for the Senior Center Painting Project and authorize the City Manager to approve up to 10% for additional unforeseen contract amendments.

BACKGROUND/DISCUSSION:

The City solicited three local Contractors for proposals for Senior Center Painting Project. Improvements include interior painting of walls, beams, and window/door frames at the Senior Center. The City opened bids on May 26, 2025 from the following Contractors:

- | | |
|-----------------------------|-------------|
| 1. Poso Brothers Painting | \$42,800.00 |
| 2. Underdog Painting | \$49,285.00 |
| 3. Fossa's Backhoe Services | \$57,000.00 |

On the June 19th City Council Meeting, Staff asked Council to approve the award of contract to the Poso Brothers for the Senior Center Painting Project. However, due to unforeseen circumstances, the Contractor withdrew from the project prior to the execution of the Contract. Staff is asking Council to approve the award of contract to the second lowest bidder, Underdog painting for \$49,285.00 and authorize the City Manager to approve up to 10% for additional unforeseen contract amendments.

OPTIONS:

1. Approve the award of contract to Underdog Painting in the amount of \$49,285.00 and authorize the City Manager to approve up to 10% for additional unforeseen contract amendments.
2. Other direction

FISCAL IMPACT:

☐ None ☒ \$49,285.00 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: CDBG 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:

Authorize City Manager to enter into a contract with Underdog Painting for the Senior Center Project in the amount of \$49,285.00 and authorize the City Manager to approve up to 10% for additional unforeseen contract amendments.

☐ **Attachments:**



CITY OF CLEARLAKE

City Council

STAFF REPORT

SUBJECT: Discussion and Consideration of Ordinance No. 282-2025, An Amendment to Section 3-5.6 of the Clearlake Municipal Code Regarding the Collection of Fire Mitigation Impact Fees

MEETING DATE: Aug. 21, 2025

SUBMITTED BY: Alan D. Flora, City Manager

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

WHAT IS BEING ASKED OF THE CITY COUNCIL:

City Council to amend the municipal code related to the collection of fire mitigation impact fees.

BACKGROUND/ DISCUSSION:

ON August 7th the Lake County Fire Protection District requested the City stop collecting fire mitigation fees and allow the District to collect the fee.

The attached amendments to Section 3-5 Fire Mitigation Fee of the Clearlake Municipal Code include the necessary changes related to this direction.

OPTIONS:

1. Direction to Staff.

FISCAL IMPACT:

☐ None ☒ \$ Loss of 2% Administrative Fee Revenue 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. Ordinance 282-2025



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 October	MEETING DATE: August 21, 2025
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SUBMITTED BY: Melissa Swanson, Administrative Services Director/City Clerk

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 designate a voting delegate and alternate voting delegate for the CalCities Conference in October.

BACKGROUND/DISCUSSION:

The League of California Cities' Annual Conference is scheduled for October 8 - 10, 2025. The Conference is scheduled to held in person in Long Beach. At this meeting, the League membership will consider and take 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:**



CITY OF CLEARLAKE

City Council

STAFF REPORT

SUBJECT: Discussion Regarding Next Steps for Animal Care and Control Services in the City

MEETING DATE: Aug. 21, 2025

SUBMITTED BY: Alan D. Flora, City Manager

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

WHAT IS BEING ASKED OF THE CITY COUNCIL:

City Council to provide direction to staff regarding next steps for animal care and control services.

BACKGROUND/ DISCUSSION:

On August 7th the Council held a discussion regarding the City's contract for animal care and control services with North Bay Animal Services (NBAS). At that meeting the Council decided to terminate the contract with NBAS. I provided a notice of termination to NBAS on August 15th. Additionally on August 7th the Council directed to add an item to discuss next steps after contract termination.

OPTIONS:

1. 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

Section I, Item 8.

☐ **Attachments:**