



CITY OF CLEARLAKE

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SPECIAL MEETING OF CLEARLAKE CITY COUNCIL & REDEVELOPMENT SUCCESSOR AGENCY

CLEARLAKE CITY HALL COUNCIL CHAMBERS
14050 OLYMPIC DRIVE
CLEARLAKE, CA 95422

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| THURSDAY | JUNE 6, 2019 | 3:00 P.M. |
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ROLL CALL:

- _____ Vice Mayor Russ Cremer
- _____ Councilmember Phil Harris
- _____ Councilmember Joyce Overton
- _____ Councilmember Dirk Slooten

MEETING PROCEDURES:

All items on the agenda will be open for public comment 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 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-minute time limit. The Mayor has the discretion of limiting the total discussion time for an item. As a courtesy to others, please turn off cell phones and any other distracting devices.

PLEDGE OF ALLEGIANCE

Consent Items

1. Amendment of Contract with Coastland Civil Engineering
2. Continuation of Declaration of Local Emergency Issued on October 9, 2017 and Ratified by Council Action October 12, 2017
3. Memorandum of Understanding (MOU) with the Konocti Unified School District (KUSD) for a School Resource Officer

Recommended Action

- Authorize the City Manager to amend the contract with Coastland Civil Engineering for an additional \$7,690.00 and authorize the City Manager to approve up to 10% for additional unforeseen contract amendments
- By motion keep declaration of emergency active and set next review for the next Council meeting
- Authorize the City Manager to execute the MOU with KUSD

BUSINESS:

4. Consideration of Radio Infrastructure Upgrades for the Police Department
Recommended Action: Authorize the City Manager to purchase radio equipment and contract for installation services from Precision Wireless Service and adopt Resolution No. 2019-29 waiving the competitive formal bidding process

5. Consideration of Appointment of a New Council Member to Fill the Vacant Term Ending November 2020
Recommended Action: Interview applicants, hear public comment and appoint new member

ADJOURNMENT

AMERICANS WITH DISABILITY ACT (ADA) REQUESTS

If you need disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, please contact Melissa Swanson, 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.

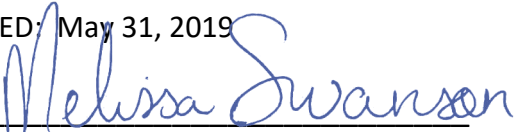
AGENDA REPORTS

Staff reports for each agenda item are available for review at City Hall located at 14050 Olympic Drive during normal business hours. Members of the public are invited to come and comment on any item under discussion.

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 at the front counter at City Hall located at 14050 Olympic Drive during normal business hours.

POSTED: May 31, 2019

BY:



Melissa Swanson, Administrative Services Director/City Clerk

CITY OF CLEARLAKE

CITY COUNCIL STAFF REPORT

MEETING OF: June 6, 2019

Agenda Item No. 1

Subject: Amendment of Contract with Coastland Civil Engineering

Date: May 28, 2019

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| Reviewed & Approved: |
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From: Adeline Brown, Engineer Tech

Recommended Action: Authorize the City Manager to amend the contract with Coastland Civil Engineering for an additional \$7,690.00 and authorize the City Manager to approve up to 10% for additional unforeseen contract amendments.

ISSUE STATEMENT AND DISCUSSION:

The original contract with Coastland Civil Engineering was for \$19,980 for design services on the Meadowbrook Area Pavement Rehabilitation Project. This amendment is based on the City's subsequent field review of rolled curb and gutter conditions. The original scope of work included design and replacement of less than 50% of the rolled curb and gutter. Further filed analysis has determined it would be best to replace as much as 90% of the rolled curb and gutter. This is significantly more that was originally anticipated prior to the topographic survey,

Additionally, staff would like to have improvements along Stonybrook Drive and Woodside Drive to be additive bid alternates, rather than part of the base bid. This will give the Council additional flexibility in awarding the project based on how competitive the construction bids come in. With revisions to the plans to separate out these projects the Council will be able to decide whether to award the rehabilitation of Meadowbrook Drive (base bid), and additionally Stonybrook and/or Woodside.

Changes will be made to the current plans to include all of the failed rolled curb and gutter, as well as incorporating the additive bid alternates. The cost for the additional work is \$7,690.00 for a new total contract of \$27,670.00.

Staff recommends that the Council authorize the City Manager to amend the contract with Coastland Civil Engineering in the amount of \$7,690 and authorize the City Manager to approve up to 10% for additional unforeseen contract amendments.

FINANCIAL AND/OR POLICY IMPLICATIONS:

There are no policy implications with this recommendation. This project is funded using Measure V funds.

CITY OF CLEARLAKE

CITY COUNCIL STAFF REPORT

MEETING OF: June 6, 2019

Agenda Item No. 2

Subject: Consideration of Continuation of Declaration of Local Emergency Issued on October 9, 2017 and Ratified by Council Action October 12, 2017 **Date:** May 31, 2019

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| Reviewed & Approved: |
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From: Melissa Swanson, City Clerk

Recommended Action: By motion keep declaration of emergency active and set next review for the next Council meeting

ISSUE STATEMENT AND DISCUSSION:

On October 9th, 2017, City Manager Folsom, as the Director of Emergency Services for the City of Clearlake, declared in a Proclamation by the Director of Emergency Services Declaring a Local Emergency:

“That conditions of extreme peril to the safety of the persons and property have arisen within the City of Clearlake caused by the wildfire on October 9th, 2017.”

According to California Government Code Section 8630:

- (a) A local emergency may be proclaimed only by the governing body of a city, county, or city and county, or by an official designated by ordinance adopted by that governing body.
- (b) Whenever a local emergency is proclaimed by an official designated by ordinance, the local emergency shall not remain in effect for a period in excess of seven days unless it has been ratified by the governing body.
- (c) The governing body shall review the need for continuing the local emergency at least once every 30 days until the governing body terminates the local emergency.
- (d) The governing body shall proclaim the termination of the local emergency at the earliest possible date that conditions warrant.

On October 12th the Council ratified the Proclamation of the Local Emergency by adoption of Resolution No. 2017-78. The Council must continue the Proclamation every 30 days or terminate the local emergency.

It is recommended that the City Council again continue the Proclamation of Emergency ratified in Resolution No. 2017-78 and continued on October 26th, November 9th, November 16th, November 30th, December 14th, December 21st, January 11th, February 8, March 8, March 22nd, April 12th, May 10th, May 24th, June 14th, July 12, August 9, September 6, October 11, and November 8, December 6th, December 13th, January 10th, January 28th, February 14th, March 14th, April 11th, May 9th, and review the status of the Proclamation again within 30 days.

FINANCIAL AND/OR POLICY IMPLICATIONS:

There is potential for recovery of costs by the City due to the declared state of emergency.

CITY OF CLEARLAKE

CITY COUNCIL STAFF REPORT

MEETING OF: June 6, 2019

Agenda Item No. 3

Subject: Memorandum of Understanding (MOU) with the Konocti Unified School District (KUSD) for a School Resource Officer **Date:** May 24, 2019

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| Reviewed & Approved: |
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From: Andrew White, Chief of Police

Recommended Action: Authorize the City Manager to execute the MOU with KUSD.

ISSUE STATEMENT AND DISCUSSION:

The Konocti Unified School District has nine schools located in Clearlake, Clearlake Oaks and Lower Lake. The Clearlake Police Department currently has one full time School Resource Officer (SRO) assigned to work full-time for the Konocti Unified School District (KUSD). The Memorandum of Understanding (MOU) with KUSD for the SRO will soon expire and both parties wish to renew it for another one-year term.

Under the proposed MOU, KUSD will pay \$130,835 to fund the cost of a full-time SRO, which includes salary, benefits, training and vehicle usage costs. The City can also recover additional overtime costs for other officers used at school events. KUSD will continue contracting with the Lake County Sheriff's Office (LCSO) for an SRO. This will allow the Clearlake SRO to focus their efforts on schools within the city limits and provide supplementary support for the LCSO SRO at schools outside the city.

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

FINANCIAL AND/OR POLICY IMPLICATIONS:

The MOU will provide \$130,835 towards the cost of a full-time SRO, including salary, benefits, training and vehicle costs. Any additional costs will continue to be funded within the existing appropriations in the Police Department budget.

CITY OF CLEARLAKE

CITY COUNCIL STAFF REPORT

MEETING OF: June 6, 2019

Agenda Item No. 4

Subject: Consideration of Radio Infrastructure Upgrades for the Police Department **Date:** May 24, 2019

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| Reviewed & Approved: |
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From: Andrew White, Chief of Police

Recommended Action: Authorize the City Manager to purchase radio equipment and contract for installation services from Precision Wireless Service and adopt Resolution No. 2019-29 waiving the competitive formal bidding process.

ISSUE STATEMENT AND DISCUSSION:

The Police Department utilizes two-way radio as the primary means to communicate with field personnel in both emergency and non-emergency situations. The radio equipment and associated antennas at the police department are long past their service life and have repeatedly failed in recent months. The antennas lack lightning protection and grounding that should be in place for public-safety grade radio infrastructure.

The primary component of the current system is a repeater located at the police department with antennas affixed to a wooden pole. The topography and land mass of the city is not conducive to a single-site repeater. While field units can hear dispatch most of the time (“talk-out” coverage), transmissions from field units to dispatch and other units (“talk-in”) can be scratchy and unreadable in certain areas of the city.

The talk-in communication failures jeopardize officer and community safety. There have been numerous instances over the years where officers have been unable to call into dispatch for assistance and communicate critical information. This includes critical situations where an officer has had a person at gunpoint while holding their radio into the air with another hand so their communication could be heard.

The department added a backup repeater to the Saint Helena Hospital Clear Lake approximately 5 years ago to try and improve coverage in that area. However, this is an isolated repeater which requires the officer to manually turn the dial on their radio, which isn't practical in emergency situations.

Voted Radio System

Since later summer of last year, the department has explored and evaluated options to improve the radio coverage and has decided on a voted radio system. A voted system includes a comparator, which is an electronic device that compares the signals received from multiple receive sites in a coverage area and then passes the best signal to the repeater to transmit to other units and dispatch. The comparison occurs throughout a transmission to account for movement and changes in which site is receiving the best signal at any given point. A voted system also eliminates the need for an officer to change channels on their radio.

Staff is proposing a voted radio system that will consist initially of three sites: the police department, the hospital and a new site on Woods and Eureka Avenue. The new site was selected based on computer predicted coverage maps. According to the modeling, the three sites will significantly improve talk-in coverage throughout much of the city. The new site is owned by the Konocti Water District, which already has an enclosure and suitable mounting locations on site for the antennas. Staff has already been in contact with the district and while a contract will need to be developed, the Board of Directors and management are supportive of this project.

Multi-Phase Project

The proposed project would not address two known needs with respect to the radio system. First, it is likely that an additional receive site is warranted in the Clearlake Park area based on current coverage and predictive analysis. Second, the antenna pole at the police department is made of wood, which is splitting, and should be replaced with a purpose-built metal antenna tower. A taller tower would further increase coverage and support future expansion, such as microwave links between buildings and parks. Staff is recommending these needs be further analyzed and addressed in a second phase of the project.

Recommendation

Staff has obtained a quote from Precision Wireless Service for the first phase of the radio infrastructure upgrade with a one-year parts, equipment and labor warranty in the amount of \$57,765.95. Precision has extended pricing that meets or exceeds that provided by the New York state government contract with Kenwood. The quote also includes replacing antenna cabling, the antennas, repeater and associated equipment at the police department and installing proper grounding and lightning protection.

Precision Wireless Service maintains the police department's radio equipment and dispatch consoles. They have unique knowledge regarding our existing radio system and have been

involved throughout the discovery and planning process for this proposed upgrade. They also maintain the radio tower at the hospital.

Staff recommends the City Council waive competitive bidding and approve the City Manager to enter into a contract with Precision Wireless Service for the purchase of radio equipment and installation thereof, along with a contingency of 10% for any change orders, in an amount not to exceed \$63,543.

FINANCIAL AND/OR POLICY IMPLICATIONS:

The total project cost for Phase 1 with contingency is \$63,543. This cost will be funded with savings in the current fiscal year budget. Phase 2 will be addressed in the future with a funding source to be identified at that time.

The proposed action would support achieving the Council adopted goal: *Make Clearlake a statistically Safer City.*

RESOLUTION NO. 2019-29

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLEARLAKE
AUTHORIZING THE CITY MANAGER TO CONTRACT WITH PRECISION WIRELESS SERVICE FOR
THE PURCHASE AND INSTALLATION OF RADIO INFRASTRUCTURE UPGRADES**

WHEREAS, the Police Department's radio network is the primary means for officers to communicate in both emergency and non-emergency situations and said system needs replacement; and

WHEREAS, upgrading the radio network to a voted radio system will improve coverage thereby increasing the safety of officers and the community and the system will support future expansion;

WHEREAS, Precision Wireless Service maintains the existing radio infrastructure, including the radio dispatch consoles, they have unique knowledge regarding the system and have been involved throughout the discovery and planning process for the upgrade and they have provided a quote to replace the radio equipment and complete the upgrade;

NOW, THEREFORE BE IT RESOLVED that the City Manager of the City of Clearlake is authorized to contract with Precision Wireless Service for the purchase and installation of radio infrastructure upgrades in an amount not to exceed \$63,543; and

BE IT FURTHER RESOLVED, that the City Council of the City of Clearlake hereby waives the competitive formal bidding process pursuant to Clearlake Municipal Code Section 3-4.5.

PASSED AND ADOPTED by the City Council of the City of Clearlake, County of Lake, State of California, on this 6th day of June 2019, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST: _____

City Clerk

Mayor

CITY OF CLEARLAKE

CITY COUNCIL STAFF REPORT

MEETING OF: June 6, 2019

Agenda Item No. 5

Subject: Consideration of Appointment of a New Council Member to Fill the Vacant Term Ending November 2020 **Date:** May 31, 2019

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| Reviewed & Approved: |
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From: Melissa Swanson, City Clerk

Recommended Action: Interview applicants, hear public comment and appoint new member

ISSUE STATEMENT AND DISCUSSION:

On May 9th, former Mayor S. Nick Bennett announced his resignation from the City Council effective immediately. He was elected in November 2018, and his term expires November 2020.

Government Code (GC) Section 36512 sets forth the procedures for filling elected city office vacancies in general law cities. Specifically, GC Section 36512(b) states: "If a vacancy occurs in an elective office provided for in this chapter, the council shall, within 60 days from the commencement of the vacancy, either fill the vacancy by appointment or call a special election to fill the vacancy." Regardless of whether the vacancy is filled by appointment or special election, the person elected/appointed only holds office for the unexpired term of the former incumbent.

On May 13th, Council directed the City Clerk to advertise the vacancy for appointment and accept applications with a June 4th deadline. Applications will be forwarded after the June 4th deadline. The notice requirements outlined in Government Code Section 54974 were followed.

The new Council Member would then be appointed by motion, majority vote and resolution of the Council to hold office for the remainder of the former incumbent's term. GC Section 36512(b)(2)(B) states: "...if the vacancy occurs in the second half of a term of office, the person appointed to fill the vacancy shall hold office for the unexpired term of the former incumbent."

Staff is recommending holding interviews of the applicants and appointment of the Council's decision of the most qualified. The appointee would then be given the oath and seated at the June 13th meeting.

FINANCIAL AND/OR POLICY IMPLICATIONS:

None.

Resolution No. 2019-28

RESOLUTION 2019-28
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLEARLAKE
APPOINTING A MEMBER TO FILL THE OFFICE OF
CITY COUNCIL MEMBER S. NICK BENNETT AS A RESULT OF RESIGNATION

WHEREAS, Council Member S. Nick Bennett submitted his resignation from the Clearlake City Council effective May 9, 2019; and

WHEREAS, at a Special Council Meeting on May 13, 2019, the City Council selected the appointment process to fill the remainder of the vacated term ending November 2020 pursuant to Government Code Section 36512; and

WHEREAS, at the June 6, 2019 Special Council Meeting, City Council held interviews and selected a candidate to serve said term.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Clearlake as follows:

1. Pursuant to Government Code Section 36512

(Name)

is hereby appointed as a member of the Clearlake City Council and shall serve for the unexpired term of the former incumbent, S. Nick Bennett.

2. The person shall take office effective at the Regular City Council Meeting on June 13, 2019 and serve exactly as if elected at a municipal election for the office.

Passed and Adopted this 6th day of June, 2019 by the following vote:

AYES:

NOES:

ABSENT OR NOT VOTING:

Mayor, City of Clearlake

ATTEST:

City Clerk, City of Clearlake