



STAFF REPORT	
SUBJECT: Consideration of Professional Services Contract for Annexation, Sphere of Influence Updates and Detachment Applications	MEETING DATE: May 21, 2026
SUBMITTED BY: Alan D. Flora, City Manager	
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 approve a contract for professional services related to preparation of annexation and detachment applications.

BACKGROUND/DISCUSSION:

On March 19, 2026 the Council held a workshop related to potential annexation options and at that time directed staff to begin working on an application to Lake Local Agency Formation Commission (LAFCO). Additionally on May 7, 2026 the Council directed staff to begin working on an application to detach the Southeast Regional Sewer System from the Lake County Sanitation District.

Back in March staff began work to identify contractors to complete this work. The first contractor decided to not take on additional work due to a transition to retirement. We found two other contractors interested in the work and submitting proposals. The first was VVH Consulting Engineering proposed a fee of \$142,000. Second was a proposal from California Engineering Company (CEC) and Element Land Solutions for \$87,967.

OPTIONS:

1. Approve the Contract and Authorize the City Manager to Sign a contract with CEC and Element Land Solutions in the amount of \$87,967.
2. Other Direction to Staff.

FISCAL IMPACT:

None \$87,967 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: Economic Development
- Goal #2: Public Facilities and Infrastructure
- Goal #3: Celebrate Clearlake
- Goal #4: Clean
- Goal #5: Fiscal Sustainability
- Goal #6: Safe

SUGGESTED MOTIONS:

Direct Staff to Implement Enclosed/Recommended Options.

- Attachments:**
 1. CEC/Element Land Solutions Proposal
 2. VVH Engineering Proposal