# CITY OF CLEARLAKE

**City Council**

| STAFF REPORT | |
|---|---|
| **SUBJECT:** Consideration of Cost Sharing Agreement for Expenses Related to Facilitation of Community Visioning Forums | **MEETING DATE:** 3/3/2022 |
| **SUBMITTED BY:** Dirk Slooten, Mayor | |
| **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 a cost sharing agreement for expenses related to facilitation of community visioning forums.

**BACKGROUND/DISCUSSION:**

In March of 2021, the Lake County Board of Supervisors established an Ad hoc committee, the Community Visioning Forum Planning Committee (CVFPC) to plan a community visioning forum(s), with the intent of developing recommendations for meaningful actions and activities that:

- Identify and eliminate barriers, promoting local governance that hears and honors ALL voices
- Build bridges where there may be walls
- Foster tolerance, respect, equity and inclusion – beginning with education, culminating in action
- Promote non-violence and non-violent conflict resolution
- Focus resources on underlying causes and conditions that lead to inequitable resource and justice distribution
    - Fund enhanced resources and/or services for those in the greatest need
    - Foster constructive relationships between law enforcement officials and our communities
    - Advocate for disempowered groups, and
    - Ensure those who have experienced barriers have a voice in developing solutions.
- Bring relevant solutions for any social injustices, as they come to light,
    - Healthcare services and health outcomes
    - Environmental considerations
    - Access to economic opportunity, and
    - Governmental processes.
- Celebrate Lake County's diversity, including holidays and historically important dates in our communities

The Ad-hoc committee includes 11 members from various public entities and the general public. City representation includes Mayor Slooten. The CVFPC has been meeting these past few months to plan the aforementioned Community Visioning Forum, and make recommendations to the Lake County Board of Supervisors.

The CVFPC developed a Request for Proposals (RFP) for potential moderators/facilities for a series of Community Visioning Forums to promote tolerance, respect, equity and inclusion in Lake County. A sub-committee of the CVFPC was formed to review the submitted proposal and interview top firms. At this time the CVFPC is

recommending to the Board of Supervisors and City Council(s) to obtain the services of Nicole Anderson and Associates Consulting, LLC (NAAC) to conduct, moderate and facilitate three (3) Community Visioning Forums to provide an opportunity for the community to engage in discussion and learning around the following topics:

- The definition of equity, diversity, and inclusion (EDI)
- The historic impact of institutions/systems within the community
- The barriers to EDI
- A systemic approach to creating EDI and sustainable change in the community

In addition to moderating and facilitating the Community Visioning forums, NAAC will employ a train the trainer type model to assist local jurisdictional staff and community partners to keep the conversation going beyond the physical Community Visioning Forums. NAAC will also provide a summary report from the hosted forums and outline recommended next actions.

The cost of this proposal is $33,000. The County of Lake is seeking the City of Clearlake's participation in a memorandum of understanding for the purpose of sharing the cost of this proposal between the County of Lake, City of Clearlake and City of Lakeport based on jurisdictional representation of population. As such the City of Clearlake's cost is $8,000. The complete cost breakdown is as follows:

| | |
|---|---|
| County of Lake | $22,500 |
| City of Clearlake | $8,000 |
| City of Lakeport | $2,500 |
| **Total Agreement Cost** | **$33,000** |

**OPTIONS:**

1. Authorize the City Manager to enter into cost sharing agreement with the County of Lake and City of Lakeport for the hosting of Community Visioning Forums.
2. Deny or recommend changes to the cost sharing agreement.
3. Or alternatively, the Council may provide staff alternative direction.

**FISCAL IMPACT:**

☐ None ☒ $8,000 Budgeted Item? ☐ Yes ☒ No

Budget Adjustment Needed? ☒ Yes ☐ No If yes, amount of appropriation increase: $8,000

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 direct the City Manager to sign a Memorandum of Understanding to establish a cost sharing agreement with the County of Lake and City of Clearlake for Community Visioning Forum facilitation.

☒ **Attachments:**

1. MOU between County of Lake, City of Clearlake and City of Lakeport for Cost Sharing of Expenses Related to Facilitation of Community Visioning Forums
2. Community Visioning Form Facilitation Proposal from Nicole Anderson and Associates Consulting, LLC

**RESOLUTION NO. 2022-11**

**ADOPTION OF MID-YEAR ADJUSTMENTS TO THE FY 2021-22 BUDGET (RESOLUTION 2021-33)**

**WHEREAS**, the City Council desires to review the Adopted Budget Mid-Year and make appropriate adjustments as deemed necessary for the financial health of the City of Clearlake.

**WHEREAS**, the City Council adopted the FY 2021-22 Budget in June of 2021.

**WHEREAS,** The City Council of the City of Clearlake reviewed revenue and expenditures through December 31, 2022 at the March 3, 2022 Council Meeting.

**NOW, THEREFORE, BE IT RESOLVED,** by the City Council of the City of Clearlake that the FY 2021-22 Budget is amended as specified below.

| Appropriation Adjustments | | | | | | | |
|---|---|---|---|---|---|---|---|
| Fund | Fund Name | Department | Account | Description | FY 21-22 Adopted | Adjustment | FY 21-22 Amended Budget |
| 100 | General | Non Departmental | 100-1110-750-561 | Contract Services | $ 67,650 | $ 40,000 | $ 92,650 |
| 100 | General | Finance | 100-1300-750-560 | Consultant Services | $ 57,107 | $ 55,000 | $ 107,107 |
| 100 | General | Finance | 100-1300-600-532 | Maintenance Contracts | $ 40,000 | $ 65,000 | $ 100,000 |
| 100 | General | Community Development | 100-1400-750-560 | Consultant Services | $ 85,000 | $ 60,000 | $ 135,000 |
| 100 | General | Facilities | 100-3015-650-341 | Building Maintenance | $ 17,000 | $ 49,000 | $ 66,000 |
| 363 | Cal Recycle | Non-Departmental | 363-104-21 | Cal-Recycle Grant | $ - | $ 5,000 | $ 5,000 |
| 100 | General | Public Works | 100-3000-500-101 | Salaries | $ 96,229 | $ 2,000 | $ 98,229 |
| 100 | General | Public Works | 100-3000-500-105 | Special Duty Pay | $ 474 | $ 2,000 | $ 2,474 |
| 100 | General | Parks | 100-3030-500-101 | Salaries | $ 130,909 | $ 20,000 | $ 150,909 |
| 100 | General | Parks | 100-3030-500-105 | Special Duty Pay | $ 4,895 | $ 1,000 | $ 5,895 |
| 100 | General | Parks | 100-3030-500-106 | Overtime | $ 8,000 | $ 5,000 | $ 13,000 |
| 100 | General | Parks | 100-3030-600-235 | Supplies | $ 22,000 | $ 5,000 | $ 27,000 |
| 100 | General | Police Department | 100-2000-500-106 | Overtime | $ 238,415 | $ 30,000 | $ 268,415 |
| 100 | General | Police Department | 100-2000-600-340 | Vehicle Fuel | $ 85,500 | $ 7,000 | $ 92,500 |
| 130 | Measure P | Police Department | 130-2020-500-106 | Overtime | $ 91,445 | $ 12,314 | $ 103,769 |
| 100 | General | Code Enforcement | 100-2010-750-568 | Vehicle Abatement | $ 100,000 | $ 49,184 | $ 149,184 |
| 350 | CDBG Code Enforcement | Code Enforcement | 350-2045-500-106 | Overtime | $ - | $ 37,500 | $ 37,500 |
| | | | | | | | |
| Revenue Adjustment | | | | | | | |
| Fund | Fund Name | Department | Account | Description | FY 21-22 Adopted | Adjustment | FY 21-22 Amended Budget |
| 100 | General | Non-Departmental | 100-410-885 | Leap Grant | $ - | $ 60,000 | $ 60,000 |
| 100 | General | Non-Departmental | 100-410-995 | SB2 | $ - | $ 160,000 | $ 160,000 |
| 100 | General | Non-Departmental | 100-410-825 | Parsac | $ 75,000 | $ 46,000 | $ 121,000 |
| 363 | Cal Recycle | Non-Departmental | 363-104-21 | Cal Recycle | $ - | $ 5,000 | $ 5,000 |
| 100 | General | Non-Departmental | 100-414-510 | Planning Fees | $ 30,000 | $ 53,837 | $ 133,651 |
| 100 | General | Non-Departmental | 100-401-140 | Sales Tax | $ 2,173,418 | $ 70,347 | $ 2,257,732 |
| 130 | Measure P | Police Department | 130-401-145 | Sales Tax | $ 1,246,300 | $ 12,314 | $ 1,258,614 |
| 350 | CDBG Code Enforcement | Code Enforcement | 350-405-895 | Misc. Income | $ 326,121 | $ 37,500 | $ 363,621 |

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

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST:_____ _____

City Clerk Mayor