



STAFF REPORT	
SUBJECT: Discussion and Consideration of CDBG Storm Drain Master Plan Close-Out 17-MIT-PPS-21005	MEETING DATE: April 3, 2025
SUBMITTED BY: Bambi Cline, Management Analyst	
PURPOSE OF REPORT: <input type="checkbox"/> Information only <input checked="" 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 adopt a resolution accepting the final Storm Drain Master Plan funded under State Contract No. 17-MIT PPS-21005 and authorize the City Manager to submit the closeout package to the California Department of Housing and Community Development (HCD), confirming successful project completion and financial reconciliation.

BACKGROUND/DISCUSSION:

In 2021, the City of Clearlake was awarded funding under the Community Development Block Grant - Disaster Recovery Mitigation Public Programs and Projects (CDBG-DR MITPPS) initiative through Federal Allocations DR-4344 and DR-4353. Contract No. 17-MITPPS-21005 supported the development of a Storm Drain Master Plan aimed at identifying areas of concern, recommending infrastructure improvements, and developing a long-term strategy for managing stormwater and mitigating flood risks in disaster-impacted areas.

PROJECT OUTCOMES:

The Storm Drain Master Plan has been successfully completed and meets all goals outlined in the contract, including:

- Comprehensive assessment of the existing stormwater system.
- Hydrologic modeling to identify infrastructure vulnerabilities.
- Strategic recommendations to improve stormwater infrastructure
- Development of mitigation strategies to reduce flood risks and support community resilience.

The project meets the definition of a mitigation activity by increasing the City's capacity to withstand future storm events and reducing the risk of property damage, hardship, and public safety threats. Additionally, the project demonstrates compliance with LMI (low- and moderate-income) benefit requirements and disaster recovery tieback mandates.

NEXT STEPS:

Upon City Council authorization, staff will submit the required closeout documentation to HCD, including:

- Resolution accepting the final Storm Drain Master Plan.
- Final DOB check.
- Compliance with special conditions (Exhibit E).
- Notice of completion and closeout certification form.
- Financial reconciliation certification.
- Final SMAR and narrative summary.
- Public hearing documentation affirming community engagement and transparency.

CONCLUSION:

The completion of the Storm Drain Master Plan under the CDBG-DR MITPPS program marks a significant milestone in the City’s ongoing efforts to improve infrastructure and protect the community from future disasters. Staff appreciates the support of the City Council and looks forward to submitting the project for final closeout approval by HCD.

FISCAL IMPACT:

None \$500,000 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: Fund 372

Comments: All CDBG-DR MITPPS funds were utilized in accordance with the contract scope and budget. No additional local funds are required to complete the closeout process. Final financial reconciliation confirms that all expenditures are eligible and properly documented.

STRATEGIC PLAN IMPACT:

- Goal #1: Make Clearlake a Visibly Cleaner City (reduction of puddling, ponding and trash build up)
- Goal #2: Make Clearlake a Statistically Safer City (prevention of property damage and injury)
- Goal #3: Improve the Quality of Life in Clearlake with Improved Public Facilities (safer roadways and drainage)
- Goal #4: Improve the Image of Clearlake (aligns with the new roads, curb, gutter and sidewalk)
- Goal #5: Ensure Fiscal Sustainability of City (reduction of repairs, replacement and property damage)
- Goal #6: Update Policies and Procedures to Current Government Standards
- Goal #7: Support Economic Development (creating up to date infrastructure spurs growth with residents, developers, contractors and business)

SUGGESTED MOTIONS:

Adopt Resolution 2025-14 and authorize the City Manager to submit the closeout package to the California Department of Housing and Community Development (HCD), confirming successful project completion and financial reconciliation.

Attachments: 1) Resolution 2025-14