



STAFF REPORT	
SUBJECT: Second Reading and Adoption of Ordinance No. 276-2024, An Ordinance Amending Section 3-5 of the Municipal Code Related to the Fire Mitigation Fee	MEETING DATE: Dec. 5, 2024
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 consider holding the second reading and adoption of Ordinance No. 276-2024, which updates Clearlake Municipal Code (“CMC”) §3-5, Fire Mitigation Fee.

From the November 21, 2024, staff report:

BACKGROUND/DISCUSSION:

This year the City Council has considered several agenda items related to the fire mitigation fees that have been requested by the Lake County Fire Protection District. On March 7th, the Council held a workshop, public hearing on March 21st, and adopted an ordinance amendment on April 4th. This ordinance amendment removed the specific fee from the ordinance and referenced a resolution which actually set the fee on July 18th. There were other clean up items in the ordinance that required updating. Those items are what is now before the Council for consideration and 1st reading.

At the June 18th meeting the Council gave specific direction on a few items to include in the ordinance amendments. First, that the City collect the fee during the building permit process and then remit the funds to the District. Second, that an automatic annual adjustment to the fee be included based on a CPI index. Third, that the District submit an annual report to the Council on the amount of the fee and what it was spent on, and finally, the use of the funds collected in the City be only spent on facilities within the City.

OPTIONS:

1. Move to hold second reading of Ordinance No. 276-2024, read it by title only, waive further reading, and adopt ordinance.
2. Provide other 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: Minimal staff impact for fee collection on behalf of the District and management of fund, interest allocation and remittance to the District.

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 276-2024