



CITY OF CLEARLAKE

City Council

STAFF REPORT

SUBJECT: Discussion and Consideration of an Agreement(s) Between the City of Clearlake, Lake County Economic Development Corporation, and Clear Lake Chamber of Commerce for Use of the Clearlake Visitor Center Facility

MEETING DATE: Nov. 3, 2022

SUBMITTED BY: Alan D. Flora, City Manager

PURPOSE OF REPORT: ☐ Information only ☒ Discussion ☒ Action Item

WHAT IS BEING ASKED OF THE CITY COUNCIL:

The City Council is being asked to authorize the City Manager to approve the agreement and make minor changes as necessary.

BACKGROUND/DISCUSSION:

Ten years ago the City entered into an agreement with the Clear Lake Chamber of Commerce for use of the Visitor Center facility at Highlands Park. This agreement officially ended in September and the parties have discussed restructuring the agreement. In addition, the Lake County Economic Development Corporation (EDC) has expressed an interest in having more of a presence in the Clearlake area. Earlier this year the EDC received approval and some funding for operation of a Small Business Development Center (SBDC). The City would like to see the SBDC offer direct services here in the City.

Discussions over several months have led to the draft agreement before you that would allow the visitor center facility to be used by the EDC and the Chamber to fulfill their goals of providing business and visitor support to the community and those who visit. Under this agreement the Chamber would be guaranteed access to space for staff, volunteers for operating the visitor center, and scheduled access to shared spaces for meetings, etc. The EDC would be the lead tenant and pay rent for the facility and be responsible for coordinating meetings, etc.

The EDC and Chamber Boards of Directors have agreed in concept with this agreement but will need to formally approve it after the Council's consideration. Due to this the City Manager would like discretion to make minor modifications to the agreement, if needed, based on feedback from the two Boards.

OPTIONS:

1. Approve Agreement and Authorize the City Manager to Make Minor Adjustments as Necessary.

2. Provide alternative 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: Fund

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: Approve Agreement and Authorize the City Manager to Make Minor Adjustments as Necessary.

☒ **Attachments:** Draft Agreement