



AGENDA

REGULAR MEETING OF THE LAKEPORT CITY COUNCIL

(ALSO MEETS AS THE CITY OF LAKEPORT MUNICIPAL SEWER DISTRICT, THE LAKEPORT INDUSTRIAL DEVELOPMENT AUTHORITY, THE MUNICIPAL FINANCING AGENCY OF LAKEPORT and THE SUCCESSOR AGENCY TO THE LAKEPORT REDEVELOPMENT AGENCY)

Tuesday, September 20, 2016

City Council Chambers, 225 Park Street, Lakeport, California 95453

Any person may speak for three (3) minutes on any agenda item; however, total public input per item is not to exceed 15 minutes, extended at the discretion of the City Council. This rule does not apply to public hearings. Non-timed items may be taken up at any unspecified time.

CLOSED SESSION:

5:30 P.M.

1. CONFERENCE WITH LABOR NEGOTIATOR (Gov. Code § 54957.6): Name of City Negotiators to Attend Closed Session: Council Members Mattina and Turner; Unrepresented Employee: City Manager.

I. CALL TO ORDER & ROLL CALL:

6:00 p.m.

II. PLEDGE OF ALLEGIANCE:

III. ACCEPTANCE OF AGENDA:

Urgency Items:

Move to accept agenda as posted, or move to add or delete items.

To add item, Council is required to make a majority decision that an urgency exists (as defined in the Brown Act) and a 2/3rds determination that the need to take action arose subsequent to the Agenda being posted.

IV. CONSENT AGENDA:

The following Consent Agenda items are expected to be routine and noncontroversial. They will be acted upon by the Council at one time without any discussion. Any Council Member may request that any item be removed from the Consent Agenda for discussion under the regular Agenda. Removed items will be considered following the Consent Calendar portion of this agenda.

A. Ordinances:

Waive reading except by title, of any ordinances under consideration at this meeting for either introduction or passage per *Government Code* Section 36934.

B. Minutes:

Approve minutes of the regular City Council meeting of September 6, 2016.

C. Warrants:

Approve the warrant register of September 15, 2016.

D. Application 2016-024:

Approve Application No. 2016-024 with staff recommendations for the Sponsoring Survivorship group's request to hang pink ribbons from the decorative lamp posts on Main Street for the month of October to commemorate Breast Cancer Awareness month.

E. Application 2016-026:

Approve Application No. 2016-026 with staff recommendations for the Lakeport Elementary School's annual Halloween Parade on Main Street on October 28, 2016.

F. League of California Cities Request:

Consider the League of California Cities request to consider adopting resolutions on two proposed measures slated to appear on the November 8th ballot:

1. Adopt the proposed Resolution opposing Proposition 53 (Revenue Bond: Statewide Voter Approval - Constitutional Amendment)
2. Adopt the proposed Resolution supporting Proposition 54 (Legislature Transparency Act of 2016)

G. 2015-2016 Grand Jury Report:

Receive and file responses to the following recommendations from the 2015-2016 Grand Jury Report:

1. Pension Plan Reviews
2. Nuisance Abatement Code Enforcement in and Around Lake County, After the 2015 Wildfires
3. Neighbors Object to Vector Control's Expansion Plans
4. Lakeport City General Plan and Zoning Ordinances Have been Inconsistent for 20 Years

H. Ordinance Introduction:

Introduce the proposed Ordinance amending Chapter 8.31 of Title 8 of the Lakeport Municipal code regarding the Administrative Citation Appeal, and set the Public Hearing date for October 18, 2016.

V. PUBLIC PRESENTATIONS/REQUESTS:

- A. Citizen Input: *Any person may speak for 3 minutes about any subject within the authority of the City Council, provided that the subject is not already on tonight's agenda. Persons wishing to address the City Council are required to complete a Citizen's Input form and submit it to the City Clerk prior to the meeting being called to order. While not required, please state your name and address for the record. NOTE: Per Government Code §54954.3(a), the City Council cannot take action or express a consensus of approval or disapproval on any public comments regarding matters which do not appear on the printed agenda.*
- B. Proclamation: Mayor Spillman to present a proclamation honoring the contributions of the Lakeport Volunteer Firefighters Association.
- C. Presentation: Presentation of the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting to Former City Finance Director Dan Buffalo on behalf of the City of Lakeport.

VI. COUNCIL BUSINESS:

- A. Community Development Director
1. Bid Award: Lakeshore ER Project
 Authorize the City Manager to sign the construction contract award for the Lakeshore Boulevard Emergency Storm Damage Project, with the inclusion of Alternate A, to Granite Construction Company. Additionally find that the Good Faith Effort by Granite Construction Company in soliciting DBE participation is adequate.
- A. Miscellaneous Reports, if any:

VIII. ADJOURNMENT:

Adjourn

Materials related to an item on this Agenda submitted to the Council after distribution of the agenda packet are available for public inspection in the City Clerk's Office at 225 Park Street, Lakeport, California, during normal business hours. Such documents are also available on the City of Lakeport's website, www.cityoflakeport.com, subject to staff's ability to post the documents before the meeting.

The City of Lakeport, in complying with the *Americans with Disabilities Act (ADA)*, requests individuals who require special accommodations to access, attend and/or participate in the City meeting due to disability, to please contact the City Clerk's Office, (707) 263-5615, 72 hours prior to the scheduled meeting to ensure reasonable accommodations are provided.

Hilary Britton, Deputy City Clerk

MINUTES

REGULAR MEETING OF THE LAKEPORT CITY COUNCIL

(ALSO MEETS AS THE CITY OF LAKEPORT MUNICIPAL SEWER DISTRICT, THE LAKEPORT INDUSTRIAL DEVELOPMENT AUTHORITY, THE MUNICIPAL FINANCING AGENCY OF LAKEPORT and THE SUCCESSOR AGENCY TO THE LAKEPORT REDEVELOPMENT AGENCY)

Tuesday, September 6, 2016

- I. **CALL TO ORDER & ROLL CALL:** Mayor Spillman called the regular meeting of the City Council of the City of Lakeport to order at 6:00 p.m. with Council Member Parlet, Council Member Mattina and Council Member Scheel present and Council Member Turner, absent.
- II. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was led by Jeff Morin.
- III. **ACCEPTANCE OF AGENDA:**
- Urgency Items: A motion was made by Council Member Mattina, Seconded by Council Member Parlet, and unanimously carried by voice vote, with Council Member Turner absent, to add Application 2016-025 to the Consent Calendar as an Urgency Item after making findings that the item qualified as urgent.
- Acceptance of Agenda: A motion was made by Council Member Scheel, seconded by Council Member Mattina, and unanimously carried by voice vote, with Council Member Turner absent, to accept the agenda as amended.
- IV. **CONSENT AGENDA:**
- A. Ordinances: Waive reading except by title, of any ordinances under consideration at this meeting for either introduction or passage per *Government Code* Section 36934.
- B. Minutes: Approve minutes of the regular City Council meeting of August 16, 2016.
- C. Application 2016-023: Approve Application No. 2016-023 with staff recommendations, for the Annual Sponsoring Survivorship Fun Walk/Run to take place October 1, 2016.
- D. Rejection of Claim 2016-002: Reject Claim 2016-002 filed by Vicki Jeffers, as recommended by REMIF.
- E. Rejection of Claim 2016-003: Reject Claim 2016-003 filed by Gregg Thayer, as recommended by REMIF.
- F. Application 2016-025: Approve Application No. 2016-025 for the CLHS Homecoming Parade.
- Vote on Consent Agenda: A motion was made by Council Member Parlet, Seconded by Council Member Scheel, and unanimously carried by voice vote, with Council Member Turner absent, to approve the Consent Agenda, items A-F, as amended.
- V. **PUBLIC PRESENTATIONS/REQUESTS:**
- A. Citizen Input: Nathan Maxman thanked the City including the City Manager, Councilmember Scheel and Councilmember Mattina for helping at the shelter where victims of the senior apartment complex fire were housed.
- Presentation: National Night Out Chief Rasmussen and Mayor Spillman presented Certificates of Appreciation to the Generous Sponsors of the 2016 National Night Out Block Party held August 2, 2016.
- Presentation: Annual City Fireworks Display Mayor Spillman presented Certificates of Appreciation to Bruno's Shop Smart, the Lake County Chamber of Commerce and the Lakeport Main Street Association for their generous fundraising campaigns to support the Annual Lakeport Fourth of July Fireworks Display.
- VI. **COUNCIL BUSINESS**
- A. Chief of Police
1. Fourth of July After Action Report: Chief Rasmussen presented the 2016 Police After Action Report on the Independence Day Fireworks.

A motion was made by Council Member Mattina, Seconded by Council Member Scheel, and unanimously carried by voice vote, with Council Member Turner absent, to receive and file the 2016 Police After Action Report on the Independence Day Fireworks Operations.

B. Community Development Director

1. Weed Abatement:

Community Development Director Ingram presented the staff report regarding weed abatement in the City. Chief Hutchison from the Lakeport Fire Protection District spoke about continuing the process of managed burns, which would require a change in city policy.

Kim Beall recommended starting the process earlier. Nathan Maxman asked about the abatement process and the length of time the process takes.

A motion was made by Council Member Scheel, seconded by Council Member Mattina, and unanimously carried by voice vote, with Council Member Turner absent, to approve the proposed resolution declaring dry weeds, brush and similar vegetation creating a fire hazard upon vacant and large lots throughout the City to constitute a public nuisance and direct staff to utilize the Administrative Citation procedures outlined in Chapter 8.30 of the Lakeport Municipal Code to abate said public nuisance weeds.

VII. CITY COUNCIL COMMUNICATIONS

A. Miscellaneous Reports, if any:

City Manager Silveira commented that the events scheduled for Downtown are taking a toll on the construction crews who have been very accommodating. She also thanked staff for all of their extra efforts.

City Attorney Ruderman gave no report.

Acting Public Works Director Grider reported that the Main Street Project is moving along and paving will take place by the end of the month. Bevins Street will also be paved within two weeks. The Lakeshore ER project will come to the Council next meeting for the bid award. Public Works staff is preparing for the Splash-In.

Chief of Police Rasmussen had no report.

Community Development Director Ingram commented that the public outreach meeting for the Lakefront revitalization Plan was met with excellent feedback.

Administrative Services Director Buendia invited the City Council to the employee appreciation lunch on October 14, 2016.

Council Member Mattina attended the Lakefront Planning meeting. She also met many of the residents of the housing complex that burned, many of whom never complained.

Council Member Turner was absent.

Council Member Parlet commented that despite disruptions on Main Street, he is very impressed with the lack of problems for such a large scale project. There have been numerous events and it makes one proud to live in a small town.

Council Member Scheel will be attending the Area Planning and Transit meeting next week. They expect to get feedback on the proposed roundabout at Highways 20 and 53. Upcoming events include CLHS sports night at the Fairgrounds, Splash-in will be the weekend of the 17th and the final Kickin' in the Country event for the year will be held on Thursday, September 15th in Kelseyville.

Mayor Spillman thanked Public Works and Granite Construction staff for filling asphalt gaps for the Lake County Taste of Lakeport and that considering the construction, the street looked great. He also thanked City staff member for assisting in the setup of the event. Public Works crew and Police were also

acknowledged for assistance at the fires. He attended the Taste of Lake County, as well as the graduation of the new Police Officers from the Academy.

Mayor Spillman also read a letter from the City of Clearlake's City Manager expressing his gratitude for the City of Lakeport's assistance during the Clayton Fire.

VIII. ADJOURNMENT:

Mayor Spillman adjourned the meeting at 7:06 p.m.

Marc Spillman, Mayor

ATTEST:

Kelly Buendia, City Clerk



9/15/2016

I hereby certify that the attached list of warrants has been audited, extensions are proper, purchase orders have been issued, and department heads have been given the opportunity to review and sign claim forms.

A handwritten signature in blue ink, appearing to be "Ginny Feth-Michel", is positioned above a horizontal line.

Ginny Feth-Michel
Interim Finance Director



Lakeport, CA

Bank Transaction Report

Transaction Detail

Issued Date Range: 08/06/2016 - 09/15/2016
Cleared Date Range: -

| Issued Date | Cleared Date | Number | Description | Module | Status | Type | Amount |
|---|--------------|-----------------------|--------------------------------|------------------|-------------|-------|------------|
| Bank Account: 15-0352000798 - POOLED CASH BANK | | | | | | | |
| 08/18/2016 | | 49751 | ACTION SANITARY, INC. | Accounts Payable | Outstanding | Check | -281.88 |
| 08/18/2016 | | 49752 | ADAMS ASHBY GROUP, LLC. | Accounts Payable | Outstanding | Check | -5,335.00 |
| 08/18/2016 | | 49753 | AG UNLIMITED | Accounts Payable | Outstanding | Check | -619.20 |
| 08/18/2016 | | 49754 | ALPHA ANALYTICAL LABORATORIES | Accounts Payable | Outstanding | Check | -1,298.00 |
| 08/18/2016 | | 49755 | AQUA PRODUCTS | Accounts Payable | Outstanding | Check | -158.76 |
| 08/18/2016 | | 49756 | ARAMARK UNIFORM SERVICES | Accounts Payable | Outstanding | Check | -72.05 |
| 08/18/2016 | | 49757 | AT&T | Accounts Payable | Outstanding | Check | -1,562.85 |
| 08/18/2016 | | 49758 | ATLAS BUSINESS SOLUTIONS, INC. | Accounts Payable | Outstanding | Check | -120.00 |
| 08/18/2016 | | 49759 | CAL-SLA | Accounts Payable | Outstanding | Check | -600.00 |
| 08/18/2016 | | 49760 | CARLTON TIRE | Accounts Payable | Outstanding | Check | -86.00 |
| 08/18/2016 | | 49761 | CCMF | Accounts Payable | Outstanding | Check | -400.00 |
| 08/18/2016 | | 49762 | CHANCELLOR ANDRADE | Accounts Payable | Outstanding | Check | -350.00 |
| 08/18/2016 | | 49763 | CITY OF CLEARLAKE | Accounts Payable | Outstanding | Check | -2,000.00 |
| 08/18/2016 | | 49764 | CITY OF LAKEPORT PETTY CASH | Accounts Payable | Outstanding | Check | -232.35 |
| 08/18/2016 | | 49765 | CLEARLAKE LAVA, INC. | Accounts Payable | Outstanding | Check | -86.00 |
| 08/18/2016 | | 49766 | CLEARLAKE REDI-MIX INC. | Accounts Payable | Outstanding | Check | -395.60 |
| 08/18/2016 | | 49767 | CODE PUBLISHING | Accounts Payable | Outstanding | Check | -504.90 |
| 08/18/2016 | | 49768 | COLANTUANO, HIGHSMITH & | Accounts Payable | Outstanding | Check | -11,448.68 |
| 08/18/2016 | | 49769 | COUNTY OF LAKE SOLID WASTE | Accounts Payable | Outstanding | Check | -10.00 |
| 08/18/2016 | | 49770 | DANIELLE ERICKSON | Accounts Payable | Outstanding | Check | -135.00 |
| 08/18/2016 | | 49771 | DAVID BETAT, M.D. | Accounts Payable | Outstanding | Check | -135.00 |
| 08/18/2016 | | 49772 | DEEP VALLEY SECURITY | Accounts Payable | Outstanding | Check | -202.95 |
| 08/18/2016 | | 49773 | DEPT OF JUSTICE | Accounts Payable | Outstanding | Check | -32.00 |
| 08/18/2016 | | 49774 | EUREKA OXYGEN COMPANY | Accounts Payable | Outstanding | Check | -112.76 |
| 08/18/2016 | | 49775 | G & G PRINTING SERVICES | Accounts Payable | Outstanding | Check | -108.00 |
| 08/18/2016 | | 49776 | GRAINGER | Accounts Payable | Outstanding | Check | -1,733.42 |
| 08/18/2016 | | 49777 | HACH CHEMICAL COMPANY | Accounts Payable | Outstanding | Check | -1,667.56 |
| 08/18/2016 | | 49778 | IMAGE SALES, INC. | Accounts Payable | Outstanding | Check | -53.61 |
| 08/18/2016 | | 49779 | INTERSTATE BATTERY SYSTEM | Accounts Payable | Outstanding | Check | -7.44 |
| 08/18/2016 | | 49780 | IRIS VASQUEZ | Accounts Payable | Outstanding | Check | -135.00 |
| 08/18/2016 | | 49781 | JOBS AVAILABLE, INC. | Accounts Payable | Outstanding | Check | -273.00 |
| 08/18/2016 | | 49782 | KELSEYVILLE LUMBER | Accounts Payable | Outstanding | Check | -324.69 |
| 08/18/2016 | | 49783 | LAKE COUNTY ELECTRIC SUPPLY | Accounts Payable | Outstanding | Check | -119.97 |
| 08/18/2016 | | 49784 | LAKE COUNTY RECORD BEE | Accounts Payable | Outstanding | Check | -107.31 |
| 08/18/2016 | | 49785 | LAKEPORT DISPOSAL, INC. | Accounts Payable | Outstanding | Check | -41,015.13 |
| 08/18/2016 | | 49786 | LAKEPORT ENGLISH INN | Accounts Payable | Outstanding | Check | -1,089.00 |

Bank Transaction Report

Issued Date Range: 08/06/2016 - 09/15/2016 Cleared Date Range: -

| Issued Date | Cleared Date | Number | Description | Module | Status | Type | Amount |
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| 08/18/2016 | | 49787 | LAKEPORT ROTARY CLUB | Accounts Payable | Outstanding | Check | -1,500.00 |
| 08/18/2016 | | 49788 | LEXIS NEXIS RISK SOLUTIONS | Accounts Payable | Outstanding | Check | -30.00 |
| 08/18/2016 | | 49789 | LINDA SOBIERAJ | Accounts Payable | Outstanding | Check | -69.88 |
| 08/18/2016 | | 49790 | MENDO MILL & LUMBER CO. | Accounts Payable | Outstanding | Check | -879.32 |
| 08/18/2016 | | 49791 | MIKAYLA PARROTT | Accounts Payable | Outstanding | Check | -135.00 |
| 08/18/2016 | | 49792 | MUNI SERVICES | Accounts Payable | Outstanding | Check | -300.00 |
| 08/18/2016 | | 49793 | NICK DOBUSCH | Accounts Payable | Outstanding | Check | -135.00 |
| 08/18/2016 | | 49794 | NICKOLAUS & HAEG, LLC. | Accounts Payable | Outstanding | Check | -1,562.50 |
| 08/18/2016 | | 49795 | OLIVIA GRUPP | Accounts Payable | Outstanding | Check | -7,590.00 |
| 08/18/2016 | | 49796 | PACE ENGINEERING, INC. | Accounts Payable | Outstanding | Check | -67,451.30 |
| 08/18/2016 | | 49797 | PACE SUPPLY #03391-00 | Accounts Payable | Outstanding | Check | -1,079.44 |
| 08/18/2016 | | 49798 | PG&E VO248104 | Accounts Payable | Outstanding | Check | -42,725.98 |
| 08/18/2016 | | 49799 | PLAZA PAINT & SUPPLIES | Accounts Payable | Outstanding | Check | -81.63 |
| 08/18/2016 | | 49800 | POLESTAR COMPUTERS | Accounts Payable | Outstanding | Check | -1,690.00 |
| 08/18/2016 | | 49801 | R.E.M.I.F. | Accounts Payable | Outstanding | Check | -125.12 |
| 08/18/2016 | | 49802 | RAINBOW AGRICULTURAL SERVICES | Accounts Payable | Outstanding | Check | -219.24 |
| 08/18/2016 | | 49803 | RB PEST CONTROL | Accounts Payable | Outstanding | Check | -140.00 |
| 08/18/2016 | | 49804 | RICOH USA, INC. | Accounts Payable | Outstanding | Check | -23.25 |
| 08/18/2016 | | 49805 | RICOH, USA | Accounts Payable | Outstanding | Check | -1,135.53 |
| 08/18/2016 | | 49806 | SHN CONSULTING ENGINEERS & GEO | Accounts Payable | Outstanding | Check | -1,002.50 |
| 08/18/2016 | | 49807 | SHRED-IT USA LLC | Accounts Payable | Outstanding | Check | -47.38 |
| 08/18/2016 | | 49808 | SONOMA MEDIA INVESTMENTS, LLC. | Accounts Payable | Outstanding | Check | -366.60 |
| 08/18/2016 | | 49809 | STEVENSON SUPPLY | Accounts Payable | Outstanding | Check | -1,209.69 |
| 08/18/2016 | | 49810 | SWRCB | Accounts Payable | Outstanding | Check | -65.00 |
| 08/18/2016 | | 49811 | TECHNOFLO SYSTEMS | Accounts Payable | Outstanding | Check | -1,374.72 |
| 08/18/2016 | | 49812 | THE UPS STORE #5161 | Accounts Payable | Outstanding | Check | -232.04 |
| 08/18/2016 | | 49813 | THE WORKS INC/MLS - LSQ FUNDING GROUP | Accounts Payable | Outstanding | Check | -38,955.07 |
| 08/18/2016 | | 49814 | TIARA RICHARDS | Accounts Payable | Outstanding | Check | -135.00 |
| 08/18/2016 | | 49815 | TOTAL COMPENSATION SYSTEMS | Accounts Payable | Outstanding | Check | -1,800.00 |
| 08/18/2016 | | 49816 | TRI-CITIES ANSWERING SERVICE | Accounts Payable | Outstanding | Check | -211.32 |
| 08/18/2016 | | 49817 | TRISTAN BECK | Accounts Payable | Outstanding | Check | -135.00 |
| 08/18/2016 | | 49818 | UKIAH FORD | Accounts Payable | Outstanding | Check | -14.58 |
| 08/18/2016 | | 49819 | UKIAH PAPER SUPPLY, INC. | Accounts Payable | Outstanding | Check | -8,150.51 |
| 08/18/2016 | | 49820 | UNDERGROUND SERVICE ALERT | Accounts Payable | Outstanding | Check | -161.20 |
| 08/18/2016 | | 49821 | UNION BANK, N.A. | Accounts Payable | Outstanding | Check | -96,669.70 |
| 08/18/2016 | | 49822 | USA BLUE BOOK | Accounts Payable | Outstanding | Check | -3,631.73 |
| 08/18/2016 | | 49823 | VERIZON WIRELESS | Accounts Payable | Outstanding | Check | -421.83 |
| 08/18/2016 | | 49824 | WESTGATE PETROLEUM CO., INC. | Accounts Payable | Outstanding | Check | -1,087.61 |
| 08/18/2016 | | 49825 | WESTSIDE COMMUNITY PARK | Accounts Payable | Outstanding | Check | -500.00 |
| 08/18/2016 | | 49826 | WYATT IRRIGATION SUPPLY INC | Accounts Payable | Outstanding | Check | -185.51 |
| 08/18/2016 | | 49827 | YOLO COUNTY FLOOD CONTROL | Accounts Payable | Outstanding | Check | -59.63 |
| 08/19/2016 | | 49738 | AFLAC | Accounts Payable | Outstanding | Check | -819.13 |
| 08/19/2016 | | 49739 | CA STATE DISBURSEMENT UNIT | Accounts Payable | Outstanding | Check | -693.67 |

Bank Transaction Report

Issued Date Range: 08/06/2016 - 09/15/2016 Cleared Date Range: -

| Issued Date | Cleared Date | Number | Description | Module | Status | Type | Amount |
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| 08/19/2016 | | 49740 | CALPERS | Accounts Payable | Outstanding | Check | -18,883.32 |
| 08/19/2016 | | 49741 | CITY OF LAKEPORT | Accounts Payable | Outstanding | Check | -44.94 |
| 08/19/2016 | | 49742 | ELIZABETH LAMBERT | Accounts Payable | Outstanding | Check | -500.00 |
| 08/19/2016 | | 49743 | FRANCHISE TAX BOARD | Accounts Payable | Outstanding | Check | -200.00 |
| 08/19/2016 | | 49744 | JACQUELINE M. STOEBE | Accounts Payable | Outstanding | Check | -25.00 |
| 08/19/2016 | | 49745 | LAKEPORT EMPLOYEE'S ASSOC | Accounts Payable | Outstanding | Check | -315.00 |
| 08/19/2016 | | 49746 | LEGALSHIELD | Accounts Payable | Outstanding | Check | -214.25 |
| 08/19/2016 | | 49747 | LPOA | Accounts Payable | Outstanding | Check | -405.00 |
| 08/19/2016 | | 49748 | NATIONWIDE RETIREMENT SOLUTION | Accounts Payable | Outstanding | Check | -1,175.00 |
| 08/19/2016 | | 49749 | REDWOOD CREDIT UNION | Accounts Payable | Outstanding | Check | -250.00 |
| 08/19/2016 | | 49750 | VALIC - C/O JP MORGAN CHASE | Accounts Payable | Outstanding | Check | -1,863.50 |
| 08/19/2016 | | DFT0000298 | IRS | Accounts Payable | Outstanding | Bank Draft | -3,396.98 |
| 08/19/2016 | | DFT0000299 | CA EMP DEVELOPMENT DEPT | Accounts Payable | Outstanding | Bank Draft | -3,679.40 |
| 08/19/2016 | | DFT0000300 | CA EMP DEVELOPMENT DEPT | Accounts Payable | Outstanding | Bank Draft | -1,063.21 |
| 08/19/2016 | | DFT0000301 | IRS | Accounts Payable | Outstanding | Bank Draft | -12,085.90 |
| 08/19/2016 | | DFT0000302 | IRS | Accounts Payable | Outstanding | Bank Draft | -585.28 |
| 08/19/2016 | | DFT0000303 | IRS | Accounts Payable | Outstanding | Bank Draft | -1,035.30 |
| 08/19/2016 | | DFT0000304 | CA EMP DEVELOPMENT DEPT | Accounts Payable | Outstanding | Bank Draft | -1,469.65 |
| 08/19/2016 | | DFT0000305 | CA EMP DEVELOPMENT DEPT | Accounts Payable | Outstanding | Bank Draft | -321.30 |
| 08/19/2016 | | DFT0000306 | IRS | Accounts Payable | Outstanding | Bank Draft | -4,483.55 |
| 08/29/2016 | | 49833 | UNION BANK, N.A. | Accounts Payable | Outstanding | Check | -27,562.50 |
| 08/29/2016 | | 49834 | UNION BANK, N.A. | Accounts Payable | Outstanding | Check | -70,582.86 |
| 08/30/2016 | | 49847 | LAKEPORT DISPOSAL, INC. | Accounts Payable | Outstanding | Check | -11,018.25 |
| 08/30/2016 | | 49848 | SAVINGS BANK OF MENDOCINO | Accounts Payable | Outstanding | Check | -150,000.00 |
| 08/31/2016 | | 49849 | ADAMS ASHBY GROUP, LLC. | Accounts Payable | Outstanding | Check | -3,635.00 |
| 08/31/2016 | | 49850 | ALPHA ANALYTICAL LABORATORIES | Accounts Payable | Outstanding | Check | -260.00 |
| 08/31/2016 | | 49851 | AQUA SIERRA CONTROLS, INC. | Accounts Payable | Outstanding | Check | -1,295.18 |
| 08/31/2016 | | 49852 | AT&T | Accounts Payable | Outstanding | Check | -557.79 |
| 08/31/2016 | | 49853 | AT&T | Accounts Payable | Outstanding | Check | -652.39 |
| 08/31/2016 | | 49854 | COUNTY OF LAKE-ANIMAL CONTROL | Accounts Payable | Outstanding | Check | -1,298.75 |
| 08/31/2016 | | 49855 | DEBRA ENGLAND | Accounts Payable | Outstanding | Check | -675.00 |
| 08/31/2016 | | 49856 | FED EX | Accounts Payable | Outstanding | Check | -80.97 |
| 08/31/2016 | | 49857 | GRAINGER | Accounts Payable | Outstanding | Check | -1,292.23 |
| 08/31/2016 | | 49858 | HARTFORD RETIREE PREMIUM ACCT | Accounts Payable | Outstanding | Check | -19,007.72 |
| 08/31/2016 | | 49859 | HOSPICE SVCS OF LAKE COUNTY | Accounts Payable | Outstanding | Check | -5,000.00 |
| 08/31/2016 | | 49860 | IMAGE SALES, INC. | Accounts Payable | Outstanding | Check | -33.42 |
| 08/31/2016 | | 49861 | INTERSTATE ALL BATTERY CENTER | Accounts Payable | Outstanding | Check | -15.37 |
| 08/31/2016 | | 49862 | LAKE COUNTY NEWS | Accounts Payable | Outstanding | Check | -990.00 |
| 08/31/2016 | | 49863 | LAKEPORT TIRE & AUTO SERVICE | Accounts Payable | Outstanding | Check | -25.00 |
| 08/31/2016 | | 49864 | MARGARET SILVEIRA | Accounts Payable | Outstanding | Check | -1,000.00 |
| 08/31/2016 | | 49865 | MEDIACOM | Accounts Payable | Outstanding | Check | -1,349.90 |
| 08/31/2016 | | 49866 | MERCER-FRASER | Accounts Payable | Outstanding | Check | -148,353.21 |
| 08/31/2016 | | 49867 | MUNI SERVICES | Accounts Payable | Outstanding | Check | -1.75 |

Bank Transaction Report

Issued Date Range: 08/06/2016 - 09/15/2016 Cleared Date Range: -

| Issued Date | Cleared Date | Number | Description | Module | Status | Type | Amount |
|-------------|--------------|----------------------------|---------------------------------------|------------------|-------------|------------|------------|
| 08/31/2016 | | 49868 | NAPA AUTO - LAKE PARTS | Accounts Payable | Outstanding | Check | -209.02 |
| 08/31/2016 | | 49869 | NATIONAL METER & AUTOMATION, INC. | Accounts Payable | Outstanding | Check | -810.19 |
| 08/31/2016 | | 49870 | NFP NATIONAL ACCOUNT SERVICES | Accounts Payable | Outstanding | Check | -760.32 |
| 08/31/2016 | | 49871 | PACE SUPPLY #03391-00 | Accounts Payable | Outstanding | Check | -2,462.01 |
| 08/31/2016 | | 49872 | PEOPLE SERVICES, INC. | Accounts Payable | Outstanding | Check | -168.23 |
| 08/31/2016 | | 49873 | PERFORMANCE MECHANICAL | Accounts Payable | Outstanding | Check | -218.50 |
| 08/31/2016 | | 49874 | PITNEY BOWES - SUPPLIES | Accounts Payable | Outstanding | Check | -187.46 |
| 08/31/2016 | | 49875 | PITNEY BOWES PURCHASE POWER | Accounts Payable | Outstanding | Check | -520.46 |
| 08/31/2016 | | 49876 | R.E.M.I.F. | Accounts Payable | Outstanding | Check | -56,552.62 |
| 08/31/2016 | | 49877 | R.E.M.I.F. | Accounts Payable | Outstanding | Check | -392.04 |
| 08/31/2016 | | 49878 | SHRED-IT USA LLC | Accounts Payable | Outstanding | Check | -47.38 |
| 08/31/2016 | | 49879 | STANDARD PRINTING COMPANY | Accounts Payable | Outstanding | Check | -842.16 |
| 08/31/2016 | | 49880 | STAPLES CREDIT PLAN | Accounts Payable | Outstanding | Check | -1,148.18 |
| 08/31/2016 | | 49881 | SUTTER LAKESIDE HOSPITAL | Accounts Payable | Outstanding | Check | -140.00 |
| 08/31/2016 | | 49882 | THE WORKS INC/MLS - LSQ FUNDING GROUP | Accounts Payable | Outstanding | Check | -6,864.88 |
| 08/31/2016 | | 49883 | U.S. BANK | Accounts Payable | Outstanding | Check | -9,843.20 |
| 08/31/2016 | | 49884 | UNION BANK | Accounts Payable | Outstanding | Check | -4,394.50 |
| 08/31/2016 | | 49885 | UNIVAR USA INC. | Accounts Payable | Outstanding | Check | -4,579.74 |
| 08/31/2016 | | 49886 | US POSTMASTER - ARIZONA | Accounts Payable | Outstanding | Check | -873.31 |
| 08/31/2016 | | 49887 | USA BLUE BOOK | Accounts Payable | Outstanding | Check | -636.06 |
| 08/31/2016 | | 49888 | YOLO COUNTY FLOOD CONTROL | Accounts Payable | Outstanding | Check | -671.45 |
| 09/02/2016 | | 49835 | AFLAC | Accounts Payable | Outstanding | Check | -819.13 |
| 09/02/2016 | | 49836 | AIRMED CARE NETWORK | Accounts Payable | Outstanding | Check | -55.00 |
| 09/02/2016 | | 49837 | CA STATE DISBURSEMENT UNIT | Accounts Payable | Outstanding | Check | -693.67 |
| 09/02/2016 | | 49838 | CALPERS | Accounts Payable | Outstanding | Check | -19,036.24 |
| 09/02/2016 | | 49839 | ELIZABETH LAMBERT | Accounts Payable | Outstanding | Check | -500.00 |
| 09/02/2016 | | 49840 | FRANCHISE TAX BOARD | Accounts Payable | Outstanding | Check | -200.00 |
| 09/02/2016 | | 49841 | JACQUELINE M. STOEBE | Accounts Payable | Outstanding | Check | -25.00 |
| 09/02/2016 | | 49842 | LAKEPORT EMPLOYEE'S ASSOC | Accounts Payable | Outstanding | Check | -300.00 |
| 09/02/2016 | | 49843 | LPOA | Accounts Payable | Outstanding | Check | -405.00 |
| 09/02/2016 | | 49844 | NATIONWIDE RETIREMENT SOLUTION | Accounts Payable | Outstanding | Check | -1,075.00 |
| 09/02/2016 | | 49845 | REDWOOD CREDIT UNION | Accounts Payable | Outstanding | Check | -250.00 |
| 09/02/2016 | | 49846 | VALIC - C/O JP MORGAN CHASE | Accounts Payable | Outstanding | Check | -1,863.50 |
| 09/02/2016 | | DFT0000308 | IRS | Accounts Payable | Outstanding | Bank Draft | -3,099.46 |
| 09/02/2016 | | DFT0000309 | CA EMP DEVELOPMENT DEPT | Accounts Payable | Outstanding | Bank Draft | -3,090.32 |
| 09/02/2016 | | DFT0000310 | CA EMP DEVELOPMENT DEPT | Accounts Payable | Outstanding | Bank Draft | -980.17 |
| 09/02/2016 | | DFT0000311 | IRS | Accounts Payable | Outstanding | Bank Draft | -10,681.17 |
| 09/02/2016 | | DFT0000312 | IRS | Accounts Payable | Outstanding | Bank Draft | -1,357.20 |
| 09/02/2016 | | DFT0000313 | CA EMP DEVELOPMENT DEPT | Accounts Payable | Outstanding | Bank Draft | -1,475.19 |
| 09/02/2016 | | DFT0000314 | CA EMP DEVELOPMENT DEPT | Accounts Payable | Outstanding | Bank Draft | -445.50 |
| 09/02/2016 | | DFT0000315 | IRS | Accounts Payable | Outstanding | Bank Draft | -4,080.54 |
| 09/05/2016 | | 49889 | LAKEPORT DISPOSAL, INC. | Accounts Payable | Outstanding | Check | -23,923.80 |
| 09/15/2016 | | 49890 | L. N. CURTIS & SONS | Accounts Payable | Outstanding | Check | -3,206.19 |

Bank Transaction Report

Issued Date Range: 08/06/2016 - 09/15/2016 Cleared Date Range: -

| Issued Date | Cleared Date | Number | Description | Module | Status | Type | Amount |
|-------------|--------------|-----------------------|---------------------------------|------------------|-------------|-------|-------------|
| 09/15/2016 | | 49891 | AAA WELDING | Accounts Payable | Outstanding | Check | -30.00 |
| 09/15/2016 | | 49892 | ALPHA ANALYTICAL LABORATORIES | Accounts Payable | Outstanding | Check | -1,186.00 |
| 09/15/2016 | | 49893 | Void Check | Accounts Payable | Voided | Check | 0.00 |
| 09/15/2016 | | 49894 | AQUA PRODUCTS | Accounts Payable | Outstanding | Check | -855.88 |
| 09/15/2016 | | 49895 | ARAMARK UNIFORM SERVICES | Accounts Payable | Outstanding | Check | -432.30 |
| 09/15/2016 | | 49896 | AT&T | Accounts Payable | Outstanding | Check | -1,120.82 |
| 09/15/2016 | | 49897 | CABELA'S INC | Accounts Payable | Outstanding | Check | -333.38 |
| 09/15/2016 | | 49898 | CLEAN LAKES, INC. | Accounts Payable | Outstanding | Check | -860.00 |
| 09/15/2016 | | 49899 | CLEARLAKE REDI-MIX INC. | Accounts Payable | Outstanding | Check | -463.10 |
| 09/15/2016 | | 49900 | CLEAR, INC. | Accounts Payable | Outstanding | Check | -50.00 |
| 09/15/2016 | | 49901 | COMMUNITY DEVELOPMENT SERVICES | Accounts Payable | Outstanding | Check | -3,750.00 |
| 09/15/2016 | | 49902 | CRAWFORD & ASSOCIATES, INC. | Accounts Payable | Outstanding | Check | -2,157.50 |
| 09/15/2016 | | 49903 | DALE STOEBE | Accounts Payable | Outstanding | Check | -5.24 |
| 09/15/2016 | | 49904 | DEEP VALLEY SECURITY | Accounts Payable | Outstanding | Check | -202.95 |
| 09/15/2016 | | 49905 | DEPT OF MOTOR VEHICLES | Accounts Payable | Outstanding | Check | -116.00 |
| 09/15/2016 | | 49906 | DOUG GRIDER | Accounts Payable | Outstanding | Check | -37.22 |
| 09/15/2016 | | 49907 | EDWARD A. BEAN | Accounts Payable | Outstanding | Check | -242.50 |
| 09/15/2016 | | 49908 | ENTERPRISE RENT-A-CAR | Accounts Payable | Outstanding | Check | -234.08 |
| 09/15/2016 | | 49909 | ENTERRA ENVIRONMENTAL | Accounts Payable | Outstanding | Check | -1,732.32 |
| 09/15/2016 | | 49910 | EUREKA OXYGEN COMPANY | Accounts Payable | Outstanding | Check | -399.36 |
| 09/15/2016 | | 49911 | FERRELLGAS | Accounts Payable | Outstanding | Check | -27.12 |
| 09/15/2016 | | 49912 | GALL'S INC. | Accounts Payable | Outstanding | Check | -1,245.54 |
| 09/15/2016 | | 49913 | GRANITE CONSTRUCTION COMPANY | Accounts Payable | Outstanding | Check | -422,156.17 |
| 09/15/2016 | | 49914 | HDS WHITE CAP CONST SUPPLY | Accounts Payable | Outstanding | Check | -103.43 |
| 09/15/2016 | | 49915 | HILLSIDE HONDA | Accounts Payable | Outstanding | Check | -206.35 |
| 09/15/2016 | | 49916 | HOME DEPOT CREDIT SERVICES | Accounts Payable | Outstanding | Check | -161.22 |
| 09/15/2016 | | 49917 | INDUSTRIAL ELECTRIC MOTORS | Accounts Payable | Outstanding | Check | -7,236.10 |
| 09/15/2016 | | 49918 | INTERSTATE ALL BATTERY CENTER | Accounts Payable | Outstanding | Check | -15.37 |
| 09/15/2016 | | 49919 | IT'S ABOUT TIME, INC | Accounts Payable | Outstanding | Check | -58.94 |
| 09/15/2016 | | 49920 | JOHN HAMNER | Accounts Payable | Outstanding | Check | -400.00 |
| 09/15/2016 | | 49921 | KELSEYVILLE LUMBER | Accounts Payable | Outstanding | Check | -190.65 |
| 09/15/2016 | | 49922 | KIPP KNORR | Accounts Payable | Outstanding | Check | -695.00 |
| 09/15/2016 | | 49923 | LAKE COUNTY CHAMBER OF COMMERCE | Accounts Payable | Outstanding | Check | -150.00 |
| 09/15/2016 | | 49924 | LAKE COUNTY ELECTRIC SUPPLY | Accounts Payable | Outstanding | Check | -74.63 |
| 09/15/2016 | | 49925 | LAKE COUNTY WASTE SOLUTIONS | Accounts Payable | Outstanding | Check | -97.88 |
| 09/15/2016 | | 49926 | LAKE TREE DESIGN | Accounts Payable | Outstanding | Check | -125.00 |
| 09/15/2016 | | 49927 | LEW EDWARDS GROUP | Accounts Payable | Outstanding | Check | -5,625.00 |
| 09/15/2016 | | 49928 | MEDIACOM | Accounts Payable | Outstanding | Check | -135.90 |
| 09/15/2016 | | 49929 | MYERS STEVENS & TOOHEY & CO. | Accounts Payable | Outstanding | Check | -193.50 |
| 09/15/2016 | | 49930 | NAPA AUTO - LAKE PARTS | Accounts Payable | Outstanding | Check | -17.25 |
| 09/15/2016 | | 49931 | NIXON-EGLI EQUIPMENT CO. | Accounts Payable | Outstanding | Check | -380.97 |
| 09/15/2016 | | 49932 | OFFICE DEPOT | Accounts Payable | Outstanding | Check | -60.74 |
| 09/15/2016 | | 49933 | OLIVIA GRUPP | Accounts Payable | Outstanding | Check | -8,203.50 |

Bank Transaction Report

Issued Date Range: 08/06/2016 - 09/15/2016 Cleared Date Range: -

| Issued Date | Cleared Date | Number | Description | Module | Status | Type | Amount |
|--|--------------|-----------------------|---------------------------------------|------------------|-------------|-------|----------------------|
| 09/15/2016 | | 49934 | OUTDOOR CREATIONS, INC. | Accounts Payable | Outstanding | Check | -5,250.80 |
| 09/15/2016 | | 49935 | PACE ENGINEERING, INC. | Accounts Payable | Outstanding | Check | -80,650.30 |
| 09/15/2016 | | 49936 | PACE SUPPLY #03391-00 | Accounts Payable | Outstanding | Check | -6,339.88 |
| 09/15/2016 | | 49937 | PAUL R. CURREN | Accounts Payable | Outstanding | Check | -9,000.00 |
| 09/15/2016 | | 49938 | PERFORMANCE MECHANICAL | Accounts Payable | Outstanding | Check | -371.00 |
| 09/15/2016 | | 49939 | PG&E VO248104 | Accounts Payable | Outstanding | Check | -14,850.36 |
| 09/15/2016 | | 49940 | PITNEY BOWES | Accounts Payable | Outstanding | Check | -155.88 |
| 09/15/2016 | | 49941 | PLAZA PAINT & SUPPLIES | Accounts Payable | Outstanding | Check | -99.88 |
| 09/15/2016 | | 49942 | POLESTAR COMPUTERS | Accounts Payable | Outstanding | Check | -1,690.00 |
| 09/15/2016 | | 49943 | R & B COMPANY | Accounts Payable | Outstanding | Check | -490.29 |
| 09/15/2016 | | 49944 | R.E.M.I.F. | Accounts Payable | Outstanding | Check | -49,345.80 |
| 09/15/2016 | | 49945 | RICH'S OFF-ROAD RECOVERY | Accounts Payable | Outstanding | Check | -166.00 |
| 09/15/2016 | | 49946 | RICOH, USA | Accounts Payable | Outstanding | Check | -882.38 |
| 09/15/2016 | | 49947 | ROBERTSON & ASSOCIATES, CPA'S | Accounts Payable | Outstanding | Check | -1,000.00 |
| 09/15/2016 | | 49948 | ROGER WHEELER LANDSCAPING | Accounts Payable | Outstanding | Check | -250.00 |
| 09/15/2016 | | 49949 | ROMAX | Accounts Payable | Outstanding | Check | -331.50 |
| 09/15/2016 | | 49950 | SIERRA CHEMICAL COMPANY | Accounts Payable | Outstanding | Check | -797.80 |
| 09/15/2016 | | 49951 | STAPLES CREDIT PLAN | Accounts Payable | Outstanding | Check | -540.69 |
| 09/15/2016 | | 49952 | THE SHOE BOX | Accounts Payable | Outstanding | Check | -194.40 |
| 09/15/2016 | | 49953 | THE WORKS INC/MLS - LSQ FUNDING GROUP | Accounts Payable | Outstanding | Check | -7,376.99 |
| 09/15/2016 | | 49954 | TRI-CITIES ANSWERING SERVICE | Accounts Payable | Outstanding | Check | -185.20 |
| 09/15/2016 | | 49955 | U C C CORP RENTAL CENTER | Accounts Payable | Outstanding | Check | -66.45 |
| 09/15/2016 | | 49956 | U.S. BANK | Accounts Payable | Outstanding | Check | -7,895.13 |
| 09/15/2016 | | 49957 | UKIAH PAPER SUPPLY, INC. | Accounts Payable | Outstanding | Check | -3,573.83 |
| 09/15/2016 | | 49958 | UNION BANK, N.A. | Accounts Payable | Outstanding | Check | -130,577.28 |
| 09/15/2016 | | 49959 | VERIZON WIRELESS | Accounts Payable | Outstanding | Check | -397.57 |
| 09/15/2016 | | 49960 | WESTGATE PETROLEUM CO., INC. | Accounts Payable | Outstanding | Check | -1,105.94 |
| 09/15/2016 | | 49961 | WILLDAN FINANCIAL SERVICES | Accounts Payable | Outstanding | Check | -910.89 |
| 09/15/2016 | | 49962 | WYATT IRRIGATION SUPPLY INC | Accounts Payable | Outstanding | Check | -197.63 |
| Bank Account 15-0352000798 Total: (237) | | | | | | | -1,810,646.16 |
| Report Total: (237) | | | | | | | -1,810,646.16 |

Summary

| Bank Account | Count | Amount |
|--|------------|----------------------|
| 15-0352000798 POOLED CASH BANK | 237 | -1,810,646.16 |
| Report Total: | 237 | -1,810,646.16 |

| Cash Account | Count | Amount |
|--|------------|----------------------|
| **No Cash Account** | 1 | 0.00 |
| 998 998-0000-101000 POOLED CASH - WEST AMERICA | 236 | -1,810,646.16 |
| Report Total: | 237 | -1,810,646.16 |

| Transaction Type | Count | Amount |
|----------------------|------------|----------------------|
| Bank Draft | 17 | -53,330.12 |
| Check | 220 | -1,757,316.04 |
| Report Total: | 237 | -1,810,646.16 |



225 Park Street
Lakeport, CA 95453

CITY OF LAKEPORT

RECEIVED

SEP 01 2016

BY KM Phone: (707) 263-5615, Ext. 12
Fax: (707) 263-8584

APPLICATION FOR USE OF PUBLIC AREAS

Please note: City Council meetings are held the **FIRST** and **THIRD TUESDAY** of the month. Application forms require City Council approval and must be completed and submitted to the City Clerk at least ten working days before the Council meeting at which they will be considered.

This section to be completed by City: R# 34981

| | |
|---|--|
| Application Received (Date): <u>9-1-16</u> | Application No. <u>2016-624</u> |
| <input checked="" type="checkbox"/> \$15.00 Application Fee Paid <u>CK # 4335</u> | For Council Meeting of (Date): <u>09/20/2016</u> |

This section to be completed by Applicant (please answer all questions):

| | | | |
|--|---------------------------------|---|--|
| Applicant Name: <u>Shirley Crawford / Julie Kelley</u> | | Organization Name: <u>Sponsoring Survivorship</u> | |
| Address: <u>PO Box 1924 Lakeport CA 95453</u> | | Address: <u>PO Box 1924 Lakeport CA 95453</u> | |
| Home Phone: <u>707 279-1364</u> | Work Phone: <u>707 279-0881</u> | Mobile Phone: | |
| Email Address: <u>KelleySPORTS@AOL.com</u> | | | |
| Other Contact: <u>Julie Kelley</u> | | Phone for Other Contact: <u>707 972-0286</u> | |
| Organization is: <input checked="" type="checkbox"/> Nonprofit Organization <input type="checkbox"/> For Profit Organization | | | |

| |
|---|
| Name of Event: <u>Sponsoring Survivorship honors our local community.</u> |
| Description of Event: <u>Pink Bows for Breast Cancer Awareness Month on all historic lamp posts.</u> |
| Specific Location of Event (Map Must be Attached): <u>Main St Armstrong to 5th Street</u> |
| Does this use involve public right of way, streets, or sidewalk? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please indicate specific location: |
| If requesting closure of streets, sidewalk, etc., please describe notification procedure for affected businesses and/or residences: <u>N/A</u> |

| | | |
|---|---------------------------------|--|
| Date(s) of Event: <u>October 1st - October 31st</u> | Total Number of Days: <u>31</u> | Set Up Time: <u>AM</u> |
| | | Time of Event: <u>AM -</u> |
| | | Tear Down Time: <u>end of day 31st</u> |

Specify anticipated number of people (both participants and the public): N/A

Will any vendors be present? Yes No Will any food booths be present? Yes No

| | |
|---|--|
| Requirements: <input type="checkbox"/> Electricity (cannot be guaranteed by City) <input type="checkbox"/> Barricades <input type="checkbox"/> Street/Sidewalk Closures <input type="checkbox"/> No irrigation in park prior to event <input checked="" type="checkbox"/> Other (please specify): <u>BOWS (PINK)</u> Coordination of these requirements must be made through the Public Works Department: (707) 263-0751 | Specific City Staff Needs: <input type="checkbox"/> Police <input type="checkbox"/> Public Works <input type="checkbox"/> Parks <input type="checkbox"/> Other (please specify): The City reserves the right to bill applicant for related City costs. |
|---|--|

Insurance Information: A.C.C. Specialty
 Specify Insurance Company:
 Policy Number: SEL614579710 Expiration Date: 10/2/2016 Limits of Coverage: See attached

INSURANCE CERTIFICATE REQUIRED
 Note: The insurance certificate provided to the City by your organization's insurance company must name the City of Lakeport as an additional insured for the event specified in this application and must include a copy of any endorsements. The minimum coverage amount required is \$2,000,000. The certificate and endorsements must also be in a form acceptable to risk management and available for review 15 working days prior to the scheduled event.

USE OF ALCOHOL: Is a permit for alcoholic beverages requested? Yes No

If you have checked yes, you must obtain a signed permit from the Lakeport Police Department and attach it to this application. This will allow for consumption of alcoholic beverages in connection with the event but will NOT allow for the SALE of alcoholic beverages. If alcoholic beverages are going to be sold or included with the price of any ticket or admission to the event, then the applicant is required to obtain a one-day license from the California Department of Alcoholic Beverage Control. This one-day permit would be required in addition to a permit by the Lakeport Police Department.

HOLD HARMLESS AGREEMENT

In consideration of allowing the event(s) specified in this application, and to the fullest extent permitted by law, I/we agree to indemnify and hold harmless the City of Lakeport, its officers, agents, employees, and volunteers against and from any and all liability claims, lawsuits, damages, losses, expenses, and costs brought for, or on account of, injuries to or death of any person or persons, including myself and this organization, or damage to or destruction of property, arising out of, or other occurrence during or in connection with the foregoing event(s).

Signature of Applicant
Responsible Official of Applicant Organization

Dated: 8.30.16

STAFF RESPONSE

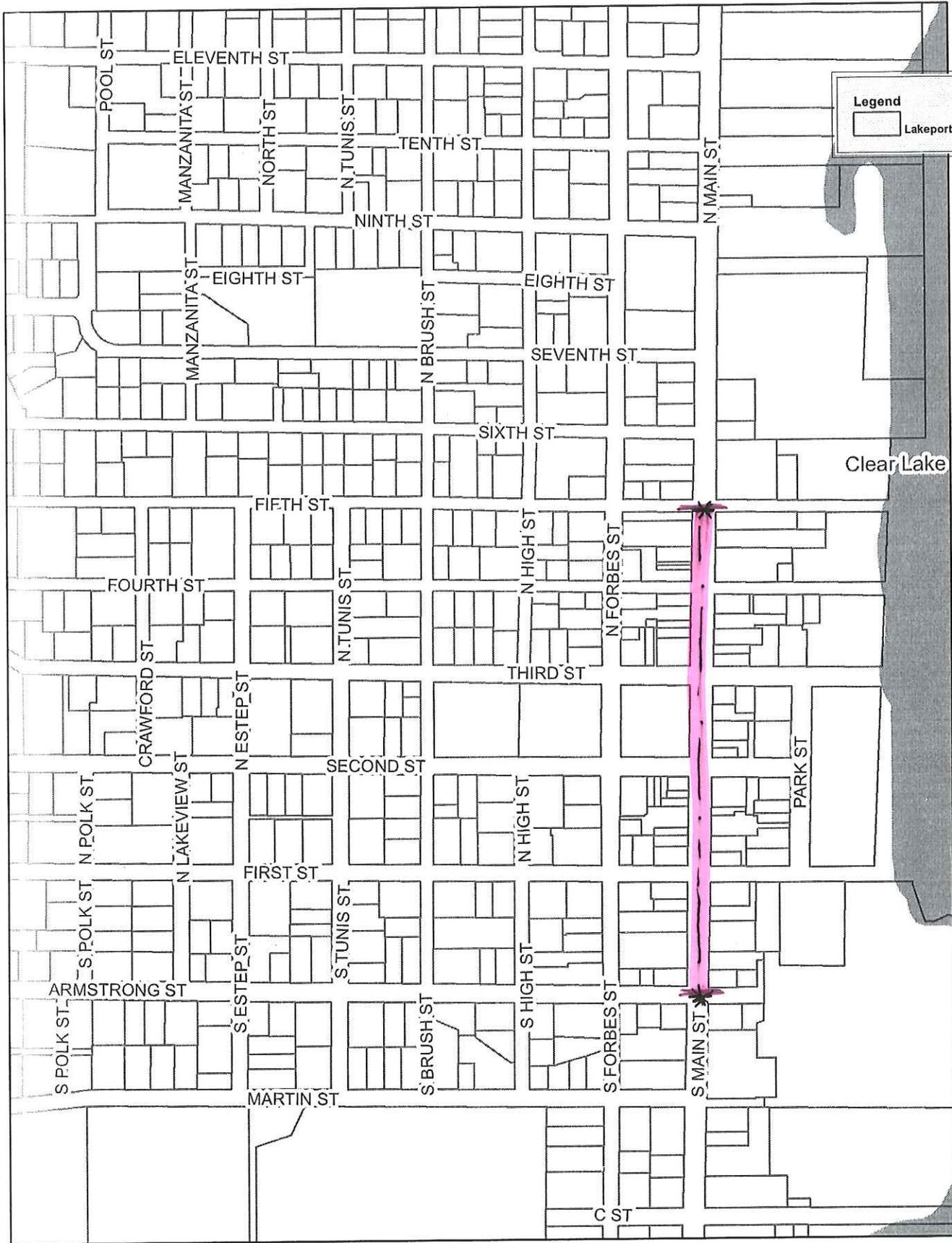
This section to be completed by City and Other Affected Agencies:

| | | | |
|---|--|--|--|
| Staff Name: | | Department: | |
| <input type="checkbox"/> No Fiscal Impact | <input type="checkbox"/> Fiscal Impact (Describe/Include Estimated Costs) | <input type="checkbox"/> Police <input type="checkbox"/> Public Works <input type="checkbox"/> Parks | <input type="checkbox"/> Other (please specify): |
| The following will be Required: | | | |
| <input type="checkbox"/> Business License | <input type="checkbox"/> ABC License | <input type="checkbox"/> Health Department Permit | <input type="checkbox"/> Other (Specify): |
| Staff Comments: | | | |

This section to be completed by City Clerk following Council meeting:

| | |
|---------------------------------------|---|
| Considered at Council Meeting (Date): | <input type="checkbox"/> Application Approved <input type="checkbox"/> Application Denied <input type="checkbox"/> Application Approved With Conditions (See Below) |
| Conditions of Approval: | |

Attachments (specify):



Legend
 Lakeport Parcels 2012

Clear Lake

Projected coordinate system name: NAD 1983 State Plane California II FIPS 0402 Feet
 Geographic coordinate system name: GCS North American 1983

0 205 410 820 Feet

1 inch = 414 feet



This map was prepared for information purposes only. No liability is assumed for the accuracy of the data shown.

Map Prepared by City of Lakeport
 Community Development Department
 abritton@cityoflakeport.com

From: Melissa Fulton <ceo@lakecochamber.com>
To: kelleysports <kelleysports@aol.com>
Subject: Pink Ribbon Project
Date: Wed, Aug 24, 2016 11:25 am

Julie,
Sorry I couldn't get this out yesterday!

Project Area: Main Street from Armstrong to 5th Street

Send request to City so Council can formally approve the request plus it gets publicity as you will send a copy also to Paul Thomas/George Feola; Elizabeth at Lakeconews and Dave Faries at the Record-Bee.

Tie Pink bows to all historic lamp posts. Note: posts have a box about eye height (if you're 5'5" tall) and I suggest that the string/wire be tied above that box as it will keep the bows from slipping down. I do this when I put up No Parking signs for parades/Oktoberfest.

Pink Ribbon Champions: Ask one business in each of the blocks if they will keep an eye out for missing or tattered bows. These champions can then call you so you can replace bows should this happen. That keeps the display fresh all month.

The Chamber will publish your press release once you receive city approval. I thought I had another idea but not remembering just now.

Bless you and all your group!

Building Business & Community,

Melissa Fulton, CEO, CTA
Lake County California Chamber of Commerce



Lake County California Chamber of Commerce & Visitors Center
875 Lakeport Blvd ~ At George C. Hoberg Vista Point
Lakeport CA 95453

8/30/2016

Pink Ribbon Project

(707) 263-5092 (866) 525-3767

(707) 263-5104

www.lakecochamber.com

Monday - Friday 9:00am to 5:00 pm PST



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/11/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

| | | |
|--|-------------------------------|---|
| PRODUCER HCC Specialty 401 Edgewater Place, Suite 400 Wakefield, MA 01880 | CONTACT NAME: | |
| | PHONE (A/C No., Ext): | FAX (A/C, No): |
| | E-MAIL ADDRESS: | |
| | PRODUCER CUSTOMER ID #: | |
| | INSURER(S) AFFORDING COVERAGE | NAIC # |
| INSURED Sponsoring Survivorship 500 N Main St. Lakeport, CA 95453 | INSURER A : | New Hampshire Insurance Company 23841 |
| | INSURER B : | United States Fire Insurance Company 21113 |
| | INSURER C : | |
| | INSURER D : | |
| | INSURER E : | |
| | INSURER F : | |

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSR | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS | |
|----------|--|-----------|----------|---------------|-------------------------|-------------------------|---|--------------|
| A | GENERAL LIABILITY | X | | SEL014579710 | 08/11/2016 | 10/02/2016 | EACH OCCURRENCE | \$ 1,000,000 |
| | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR | | | | | | DAMAGE TO RENTED PREMISES (Ea occurrence) | \$ 300,000 |
| B | <input checked="" type="checkbox"/> Host Liquor | | | US577580 | 08/11/2016 | 10/02/2016 | MED EXP (Any one person) | \$ 5,000 |
| | <input checked="" type="checkbox"/> Medical Expense | | | | | | PERSONAL & ADV INJURY | \$ 1,000,000 |
| | GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJ-JECT <input type="checkbox"/> LOC | | | | | | GENERAL AGGREGATE | \$ 2,000,000 |
| | | | | | | | PRODUCTS - COMP/OP AGG | \$ 1,000,000 |
| | AUTOMOBILE LIABILITY | | | | | | COMBINED SINGLE LIMIT (Ea accident) | \$ |
| | <input type="checkbox"/> ANY AUTO | | | | | | BODILY INJURY (Per person) | \$ |
| | <input type="checkbox"/> ALL OWNED AUTOS | | | | | | BODILY INJURY (Per accident) | \$ |
| | <input type="checkbox"/> SCHEDULED AUTOS | | | | | | PROPERTY DAMAGE (Per accident) | \$ |
| | <input type="checkbox"/> HIRED AUTOS | | | | | | | \$ |
| | <input type="checkbox"/> NON-OWNED AUTOS | | | | | | | \$ |
| | UMBRELLA LIAB | | | | | | EACH OCCURRENCE | \$ |
| | <input type="checkbox"/> EXCESS LIAB | | | | | | AGGREGATE | \$ |
| | <input type="checkbox"/> DEDUCTIBLE | | | | | | | \$ |
| | <input type="checkbox"/> RETENTION \$ | | | | | | | \$ |
| | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY | | | | | | WC STATUTORY LIMITS | OTHER |
| | ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) | | | | | | E.L. EACH ACCIDENT | \$ |
| | If yes, describe under DESCRIPTION OF OPERATIONS below | | | | | | E.L. DISEASE - EA EMPLOYEE | \$ |
| | | | | | | | E.L. DISEASE - POLICY LIMIT | \$ |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

The Certificate Holder is added as Additional Insured with respects to our Insured's operations only.
This insurance is primary and non-contributory as required by written contract.
This coverage is with respect to Sponsoring Survivorship 2016 event to be held 10/1/2016 - 10/1/2016 at City of Lakeport Lakeport CA

CERTIFICATE HOLDER

City of Lakeport
500 Main Street
Lakeport, CA 95453

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

From: jferguson@lakeportpolice.org
To: [Hilary Britton](#)
Subject: Re: Application 2016-024 - Bows on Downtown Lamp Posts
Date: Tuesday, September 06, 2016 8:56:16 AM
Attachments: [image002.png](#)

No police concerns

A true hero is not defined simply by the uniform he or she is wearing but rather the person who's wearing it!

-----Original Message-----

From: Hilary Britton [mailto:hbritton@cityoflakeport.com]
Sent: Tuesday, September 6, 2016 08:37 AM
To: 'Cynthia Ader', 'Daniel Chance', 'Doug Grider', 'Executive Management', 'Gary Basor', 'Jason Ferguson', 'Jim Kennedy', 'Linda Sobieraj', 'Matt Hartzog', 'Mike Sobieraj', 'Rebekah Dolby', 'Ron Ladd'
Subject: Application 2016-024 - Bows on Downtown Lamp Posts

Hi all,

Please find attached application 2016-024 from the Sponsoring Survivorship group, requesting to place pink bows on the Downtown lamp posts in honor of October being Breast Cancer Awareness month, for your review.

We would like to submit this application to the Council at the 09/20/2016 meeting, so please have your comments back to me by 09/14/2016.

Thank you, as always, for your input.

Hilary Britton
Deputy City Clerk
City of Lakeport
225 Park Street
Lakeport, CA 95453
(707) 263-5615 x12
hbritton@cityoflakeport.com



This email checked with McAfee SaaS.



225 Park Street
Lakeport, CA 95453

CITY OF LAKEPORT

Phone: (707) 263-5615, Ext. 12
Fax: (707) 263-8584

APPLICATION FOR USE OF PUBLIC AREAS

Please note: City Council meetings are held the **FIRST** and **THIRD TUESDAY** of the month. Application forms require City Council approval and must be completed and submitted to the City Clerk at least ten working days before the Council meeting at which they will be considered.

This section to be completed by City:

| | |
|---|---|
| Application Received (Date): | Application No. <u>2016-026</u> |
| <input type="checkbox"/> \$15.00 Application Fee Paid | For Council Meeting of (Date): <u>9/20/2016</u> |

This section to be completed by Applicant (please answer all questions):

| | | | |
|--|---------------------------------|--|--|
| Applicant Name: <u>Asta Swanson</u> | | Organization Name: <u>Lakeport Elementary School</u> | |
| Address: <u>2508 Howard Ave.</u> | | Address: | |
| Home Phone: | Work Phone: <u>707-262-3035</u> | Mobile Phone: <u>707-262-3005</u> | |
| Email Address: <u>aswanson@lakeport.k12.ca.us</u> | | | |
| Other Contact: <u>Eric Hagberg</u> | | Phone for Other Contact: <u>262-3000</u> | |
| Organization is: <input checked="" type="checkbox"/> Nonprofit Organization <input type="checkbox"/> For Profit Organization | | | |

| |
|--|
| Name of Event: <u>Halloween Parade</u> |
| Description of Event: <u>400-4th-3rd grade students parade down Main Street in Halloween costumes. Annual event.</u> |

| |
|---|
| Specific Location of Event (Map Must be Attached): <u>Start at Natural High - down to Ind St. and return to Natural.</u> |
| Does this use involve public right of way, streets, or sidewalk? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please indicate specific location: |

| | | |
|---|--------------------------------|----------------------------------|
| Date(s) of Event: <u>October 28, 2016</u> | Total Number of Days: <u>1</u> | Set Up Time: |
| | | Time of Event: <u>12:30-1:15</u> |
| | | Year Down Time: |

Specify anticipated number of people (both participants and the public):

| | |
|---|--|
| Requirements: <input type="checkbox"/> Electricity (cannot be guaranteed by City) <input type="checkbox"/> Barricades <input checked="" type="checkbox"/> Street/Sidewalk Closures <input type="checkbox"/> No irrigation in park prior to event <input type="checkbox"/> Other (please specify): | Specific City Staff Needs: <input checked="" type="checkbox"/> Police <input type="checkbox"/> Public Works <input type="checkbox"/> Parks <input type="checkbox"/> Other (please specify): |
| Coordination of these requirements must be made through the Public Works Department: (707) 263-0751 | The City reserves the right to bill applicant for related City costs. |

Insurance Information:

Specify Insurance Company:

Policy Number:

Expiration Date:

Limits of Coverage:

INSURANCE CERTIFICATE REQUIRED

Note: The insurance certificate provided to the City by your organization's insurance company must name the City of Lakeport as an additional insured for the event specified in this application and must include a copy of any endorsements. The minimum coverage amount required is \$1,000,000. The certificate and endorsements must also be in a form acceptable to risk management and available for review 15 working days prior to the scheduled event.

USE OF ALCOHOL: Is a permit for alcoholic beverages requested? Yes No
 If you have checked yes, you must obtain a signed permit from the Lakeport Police Department and attach it to this application. This will allow for consumption of alcoholic beverages in connection with the event but will NOT allow for the SALE of alcoholic beverages. If alcoholic beverages are going to be sold or included with the price of any ticket or admission to the event, then the applicant is required to obtain a one-day license from the California Department of Alcoholic Beverage Control. This one-day permit would be required in addition to a permit by the Lakeport Police Department.

HOLD HARMLESS AGREEMENT

In consideration of allowing the event(s) specified in this application, and to the fullest extent permitted by law, I/we agree to indemnify and hold harmless the City of Lakeport, its officers, agents, employees, and volunteers against and from any and all liability claims, lawsuits, damages, losses, expenses, and costs brought for, or on account of, injuries to or death of any person or persons, including myself and this organization, or damage to or destruction of property, arising out of, or other occurrence during or in connection with the foregoing event(s).

Travis Schell
 Signature of Applicant _____ Dated: 8-25-16
 Responsible Official of Applicant Organization

STAFF RESPONSE

This section to be completed by City and Other Affected Agencies:

| | | | |
|---|--|--|--|
| Staff Name: | | Department: | |
| <input type="checkbox"/> No Fiscal Impact | <input type="checkbox"/> Fiscal Impact (Describe/include Estimated Costs) | <input type="checkbox"/> Police <input type="checkbox"/> Public Works <input type="checkbox"/> Parks | <input type="checkbox"/> Other (please specify): |
| The following will be Required: | | <input type="checkbox"/> Health Department Permit <input type="checkbox"/> Other (Specify): | |
| <input type="checkbox"/> Business License <input type="checkbox"/> ABC License | | | |
| Staff Comments: | | | |

This section to be completed by City Clerk following Council meeting:

| | |
|---------------------------------------|---|
| Considered at Council Meeting (Date): | <input type="checkbox"/> Application Approved <input type="checkbox"/> Application Denied <input type="checkbox"/> Application Approved With Conditions (See Below) |
| Conditions of Approval: | |

Attachments (specify):

| Northern California ReLIEF Protected Insurance Program for Schools | | CERTIFICATE OF COVERAGE | | Issue Date 9/1/2016 | |
|--|---|---|----------------------------|---|---|
| ADMINISTRATOR: Keenan & Associates 1111 Broadway, Suite 2000 Oakland, CA 94607 8151 www.keenan.com | | LICENSE # 0451271 | | THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE COVERAGE DOCUMENTS BELOW. | |
| COVERED PARTY: Lakeport Unified School District SIGNAL II 2508 Howard Avenue Lakeport CA 95453 | | ENTITIES AFFORDING COVERAGE: ENTITY A: Northern California ReLIEF ENTITY B: Protected Insurance Program for Schools ENTITY C: ENTITY D: ENTITY E: | | | |
| THIS IS TO CERTIFY THAT THE COVERAGES LISTED BELOW HAVE BEEN ISSUED TO THE COVERED PARTY NAMED ABOVE FOR THE PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE COVERAGE AFFORDED HEREIN IS SUBJECT TO ALL THE TERMS AND CONDITIONS OF SUCH COVERAGE DOCUMENTS. | | | | | |
| ENT LTR | TYPE OF COVERAGE | COVERAGE DOCUMENTS | EFFECTIVE/ EXPIRATION DATE | MEMBER RETAINED LIMIT / DEDUCTIBLE | LIMITS |
| A | GENERAL LIABILITY <input checked="" type="checkbox"/> GENERAL LIABILITY <input checked="" type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCURRENCE <input checked="" type="checkbox"/> GOVERNMENT CODES <input checked="" type="checkbox"/> ERRORS & OMISSIONS | NCR 00108-30 | 7/1/2016 7/1/2017 | \$ 25,000 | COMBINED SINGLE LIMIT EACH OCCURRENCE \$ 2,000,000 |
| A | AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> HIRED AUTO <input checked="" type="checkbox"/> NON-OWNED AUTO <input checked="" type="checkbox"/> GARAGE LIABILITY <input checked="" type="checkbox"/> AUTO PHYSICAL DAMAGE | NCR 00108-30 | 7/1/2016 7/1/2017 | \$ 25,000 | COMBINED SINGLE LIMIT EACH OCCURRENCE \$ 1,000,000 |
| A | PROPERTY <input checked="" type="checkbox"/> ALL RISK <input checked="" type="checkbox"/> EXCLUDES EARTHQUAKE & FLOOD <input checked="" type="checkbox"/> BUILDER'S RISK | NCR 00108-30 | 7/1/2016 7/1/2017 | \$ 25,000 | \$ 250,250,000 EACH OCCURRENCE |
| A | STUDENT PROFESSIONAL LIABILITY | NCR 00108-30 | 7/1/2016 7/1/2017 | \$ 25,000 | \$ Included EACH OCCURRENCE |
| B | WORKERS COMPENSATION <input checked="" type="checkbox"/> EMPLOYERS' LIABILITY | PIPS 00122-13 | 7/1/2016 7/1/2017 | \$ | <input type="checkbox"/> JWC STATUTORY LIMITS <input checked="" type="checkbox"/> OTHER \$ 1,000,000 E.L. EACH ACCIDENT |
| | EXCESS WORKERS COMPENSATION <input type="checkbox"/> EMPLOYERS' LIABILITY | | | \$ | \$ 1,000,000 E.L. DISEASE - EACH EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMITS |
| | OTHER | | | \$ | \$ |
| DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/RESTRICTIONS/SPECIAL PROVISIONS: Use of Main Street, Lakeport, CA by Lakeport Unified School District for their Halloween Costume Parade on 10/28/2016, 12:30 p.m. - 1:15 p.m. | | | | | |
| CERTIFICATE HOLDER: City of Lakeport 225 Park Street Lakeport CA 95453 | | CANCELLATION.....SHOULD ANY OF THE ABOVE DESCRIBED COVERAGES BE CANCELED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING ENTITY/JPA WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE ENTITY/JPA, ITS AGENTS OR REPRESENTATIVES. | | | |
| | |  John Stephens AUTHORIZED REPRESENTATIVE | | | |



LAKEPORT ELEMENTARY SCHOOL

150 Lange Street

Lakeport, CA 95453

(707) 262-3005

Fax (707) 262-5531

FAX COVER SHEET

Fax #: 263-8584

To: City of Lakeport

Re: Lakeport Elementary School
Halloween Parade on 10/31/14

* Please mail invoice so that payment can be made. Thanks! ☺

From: Deni

Date: 9/1/16

Time: _____

3 Pages to follow

This facsimile is intended only for the individual or entity named above and may contain privileged and confidential information. If you are not the intended recipient, or the employee or agent responsible for delivering the message to the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please notify this office immediately by telephone and return the original transmittal to us at the above address via the U.S. Postal Service. Thank you.

USE OF ALCOHOL: Is a permit for alcoholic beverages requested? Yes No
 If you have checked yes, you must obtain a signed permit from the Lakeport Police Department and attach it to this application. This will allow for consumption of alcoholic beverages in connection with the event but will NOT allow for the SALE of alcoholic beverages. If alcoholic beverages are going to be sold or included with the price of any ticket or admission to the event, then the applicant is required to obtain a one-day license from the California Department of Alcoholic Beverage Control. This one-day permit would be required in addition to a permit by the Lakeport Police Department.

HOLD HARMLESS AGREEMENT

In consideration of allowing the event(s) specified in this application, and to the fullest extent permitted by law, I/we agree to indemnify and hold harmless the City of Lakeport, its officers, agents, employees, and volunteers against and from any and all liability claims, lawsuits, damages, losses, expenses, and costs brought for, or on account of, injuries to or death of any person or persons, including myself and this organization, or damage to or destruction of property, arising out of, or other occurrence during or in connection with the foregoing event(s).

Timothy Schellhorn
 Signature of Applicant

Dated: 8-25-16

Responsible Official of Applicant Organization

STAFF RESPONSE

This section to be completed by City and Other Affected Agencies:

| | | | |
|--|--|--|--|
| Staff Name: | | Department: | |
| <input type="checkbox"/> No Fiscal Impact | <input type="checkbox"/> Fiscal Impact (Describe/include Estimated Costs) | <input type="checkbox"/> Police <input type="checkbox"/> Public Works <input type="checkbox"/> Parks | <input type="checkbox"/> Other (please specify): |
| The following will be Required: | | | |
| <input type="checkbox"/> Business License | <input type="checkbox"/> ABC License | <input type="checkbox"/> Health Department Permit | <input type="checkbox"/> Other (Specify): |
| Staff Comments: | | | |
| <p>EH has no concerns regarding this event. No food vendors present. <i>T</i> 9/12/16</p> | | | |

This section to be completed by City Clerk following Council meeting:

| | |
|---------------------------------------|---|
| Considered at Council Meeting (Date): | <input type="checkbox"/> Application Approved <input type="checkbox"/> Application Denied <input type="checkbox"/> Application Approved With Conditions (See Below) |
| Conditions of Approval: | |

Attachments (specify):

From: jferguson@lakeportpolice.org
To: [Hilary Britton](#)
Subject: Re: Application 2016-026
Date: Monday, September 12, 2016 2:02:13 PM
Attachments: [image002.png](#)

1 police officer to lead the parade @ \$68.00 per hour for 1 hour.

2 police volunteers for traffic control at \$68.00 per hour for 1 hours =\$136.00

A true hero is not defined simply by the uniform he or she is wearing but rather the person who's wearing it!

-----Original Message-----

From: Hilary Britton [mailto:hbritton@cityoflakeport.com]
Sent: Monday, September 12, 2016 01:08 PM
To: Amanda Frazell (Dean.Eichelmann@lakecountyca.gov), Cheryl Bennett (cheryl.bennett@lakecountyca.gov), 'Cynthia Ader', 'Daniel Chance', 'Doug Grider', 'Executive Management', 'Gary Basor', 'Jason Ferguson', 'Jim Kennedy', 'Linda Sobieraj', Lori Price (lorip@co.lake.ca.us), Mark Wall (mwaconsulting@comcast.net), 'Matt Hartzog', 'Mike Sobieraj', Pheakdey Preciado (pheakdey.preciado@lakecountyca.gov), 'Rebekah Dolby', 'Ron Ladd', Tina Rubin (Tina.Rubin@lakecountyca.gov)
Subject: Application 2016-026

Hi all,

Please find attached Application 2016-026 for the annual Halloween Parade for the Lakeport Elementary School for your review.

We would like to submit this for the City Council's approval at their meeting on 09/20/2016, so please have your comments back to me by Thursday, 09/12/2016.

Thank you for your input.

Hilary Britton
Deputy City Clerk
City of Lakeport
225 Park Street
Lakeport, CA 95453
(707) 263-5615 x12
hbritton@cityoflakeport.com



This email checked with McAfee SaaS.

From: [Lori Price](#)
To: [Hilary Britton](#)
Subject: RE: Oops - Correction - Application 2016-026
Date: Monday, September 12, 2016 2:10:36 PM
Attachments: [image002.png](#)

Hi Hillary,

Thank you for the opportunity to comment on this application. I have reviewed the subject application and it does not appear that it will impact County roads in any way. We therefore have no conditions or comments to submit for this application.

Sincerely,

Lori Price
Secretary III
Lake County Department of Public Works
255 N. Forbes Street, Rm 309
Lakeport, CA 95453
(707) 263-2341
lorip@co.lake.ca.us

From: Hilary Britton [mailto:hbritton@cityoflakeport.com]
Sent: Monday, September 12, 2016 1:11 PM
To: Dean Eichelmann; Cheryl Bennett; Cynthia Ader; Daniel Chance; Doug Grider; Executive Management; Gary Basor; Jason Ferguson; Jim Kennedy; Linda Sobieraj; Lori Price; Mark Wall (mwaconsulting@comcast.net); Matt Hartzog; Mike Sobieraj; Pheakdey Preciado; Rebekah Dolby; Ron Ladd; Tina Rubin
Subject: FW: Oops - Correction - Application 2016-026

Oops – wrong date:

Please have your comments back by this Thursday 09/15/2016.

Thank you again for your input!

Hilary Britton
Deputy City Clerk
City of Lakeport
225 Park Street
Lakeport, CA 95453
(707) 263-5615 x12
hbritton@cityoflakeport.com



From: Hilary Britton

Sent: Monday, September 12, 2016 1:09 PM

To: Amanda Frazell (Dean.Eichelmann@lakecountyca.gov) <Dean.Eichelmann@lakecountyca.gov>; Cheryl Bennett (cheryl.bennett@lakecountyca.gov) <cheryl.bennett@lakecountyca.gov>; Cynthia Ader <cader@cityoflakeport.com>; Daniel Chance <dchance@cityoflakeport.com>; Doug Grider <dgrider@cityoflakeport.com>; Executive Management <executivemanagement@cityoflakeport.com>; Gary Basor <gbasor@lakeportpolice.org>; Jason Ferguson <jferguson@lakeportpolice.org>; Jim Kennedy <jkennedy@cityoflakeport.com>; Linda Sobieraj <lsobieraj@cityoflakeport.com>; Lori Price (lorip@co.lake.ca.us) <lorip@co.lake.ca.us>; Mark Wall (mwaconsulting@comcast.net) <mwaconsulting@comcast.net>; Matt Hartzog <mhartzog@cityoflakeport.com>; Mike Sobieraj <Msobieraj@lakeportpolice.org>; Pheakdey Preciado (pheakdey.preciado@lakecountyca.gov) <pheakdey.preciado@lakecountyca.gov>; Rebekah Dolby <rdolby@lakeportpolice.org>; Ron Ladd <rladd@cityoflakeport.com>; Tina Rubin (Tina.Rubin@lakecountyca.gov) <Tina.Rubin@lakecountyca.gov>

Subject: Application 2016-026

Hi all,

Please find attached Application 2016-026 for the annual Halloween Parade for the Lakeport Elementary School for your review.

We would like to submit this for the City Council's approval at their meeting on 09/20/3016, so please have your comments back to me by Thursday, 09/12/2016.

Thank you for your input.

Hilary Britton
Deputy City Clerk
City of Lakeport
225 Park Street
Lakeport, CA 95453
(707) 263-5615 x12
hbritton@cityoflakeport.com



This email checked with McAfee SaaS.



CITY OF LAKEPORT

- City Council
- City of Lakeport Municipal Sewer District
- Lakeport Redevelopment Successor Agency
- Lakeport Industrial Development Agency
- Municipal Financing Agency of Lakeport

| STAFF REPORT | |
|---|------------------------------|
| RE: Consider adoption of Resolutions of Support/Opposition of Propositions slated to appear on the November 8 th ballot, at the behest of the League of California Cities | MEETING DATE: 9/20/16 |
| SUBMITTED BY: Margaret Silveira, 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 League of California Cities is asking the City of Lakeport as a member of the League of California Cities to consider the adoption of a resolution in opposition of Proposition 53 and another resolution in Support of Proposition 54 on the November 8th election ballot.

BACKGROUND/DISCUSSION:

The League board has taken positions on a handful of the November statewide ballot measures, however, they are asking their members, which includes the City of Lakeport, to consider adopting resolutions on two of those measures.

Proposition 53 Revenue Bonds: Statewide Voter Approval - Constitutional Amendment

This measure would require statewide voter approval prior to the state issuing or selling any revenue bonds of \$2 billion or more for state projects that are financed, owned, operated or managed by the state or a joint agency created by or for the state.

League Position: Oppose

This measure would make it more difficult for state, regional, and local public agencies to use revenue from a common funding source to finance critical infrastructure projects. This concern is valid as cities and counties could also be members to joint powers agencies created by the state. Additionally, the broadest interpretation could prevent critical state improvements in a community, even under the \$2 billion threshold, as long as they're "proximate, physically joined/connected, and/or cannot be complete without the other project."

Regional projects (such as the Bay Bridge) subject to the threshold would require a statewide vote. Thus, regional and local projects would be subject to the control of voters in other areas of the state even when they are neither impacted by the projects nor required to pay for them.

Local Precedent Concern: While the immediate impact on a city from this proposal can be debated, its enactment would set a legal and policy precedent of having revenue bonds subject to public votes. Such a precedent could lead to future efforts to expand such a requirement to apply to local government revenue bonds in the future, further limiting local flexibility.

Proposition 54 California Legislature Transparency Act of 2016: This measure would prohibit the Legislature from passing legislation until it has been in print and published online for at least 72 hours prior to the vote unless it is a case of public emergency. The Legislature would be required to record all proceedings (except closed sessions) and make available online.

League Position: Support

The League supports this measure because it will improve the transparency of the California's legislative process. Last-minute bills and amendments can often be harmful to local agencies and communities. Complex measures are often passed before members of the Legislature have any realistic opportunity to review or debate them, resulting in ill-considered legislation.

The opportunity for an orderly and detailed review of bills by the public, the press, and legislators will result in better laws, while thwarting political favoritism and power grabs. Additional access for the public to recordings of legislative proceedings will enhance transparency and accountability.

OPTIONS:

Adopt both proposed Resolutions

Adopt either proposed Resolutions

Do not adopt either proposed Resolution

FISCAL IMPACT:

None at this time. Account Number: Comments:

SUGGESTED MOTIONS:

Move to adopt the proposed Resolution opposing Proposition 53 Revenue Bonds; and further move to adopt the proposed Resolution supporting Proposition 54 California Legislature Transparency Act of 2016

- Attachments:**
1. Proposed Resolution opposing Proposition 53 Revenue Bonds
 2. Proposed Resolution supporting Proposition 54 California Legislature Transparency Act of 2016

RESOLUTION NO. (2016)

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEPORT
OPPOSING PROPOSITION 53 - REVENUE BOND MEASURE**

WHEREAS, California and its local communities have a backlog of essential infrastructure needs, including crumbling local streets and roads, unsafe bridges and overpasses, aging water supply infrastructure, inadequate public transportation systems, and overcrowded hospitals and universities; and

WHEREAS, Proposition 53 on the November ballot would erode local control and undermine the ability of cities, counties and other local agencies and the state to form partnerships to finance the construction of some critical public infrastructure projects; and

WHEREAS, this initiative would require a statewide vote on certain local infrastructure projects financed through revenue bonds, where local governments have joined in a Joint Powers Authority (JPA) in partnership with the state or where the state was involved in the creation of the JPA; and

WHEREAS, by requiring a statewide vote on some local or regional projects, this initiative would erode local control by empowering voters in distant communities to reject projects which they do not use and do not fund; and

WHEREAS, this measure could derail and delay the City of Lakeport's ability to make improvements to critical infrastructure, including after emergencies and natural disasters; and

WHEREAS, No on 53 is a growing coalition of organizations representing local governments, water agencies, public safety leaders, businesses, labor unions, hospitals, family farmers, environmentalists and educators that have come together to officially oppose this initiative.

NOW, THEREFORE, BE IT RESOLVED that the City of Lakeport, opposes Proposition 53.
BE IT FURTHER RESOLVED that the City of Lakeport will join No on 53 coalition. The Lakeport City Council directs staff to email a copy of this adopted resolution to Kyle Griffith of the No on 53 campaign at kgriffith@bcfpublicaffairs.com.

APPROVED AND ADOPTED by the City Council of the City of Lakeport at its regular meeting held on the 20th day of September, 2016, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Marc Spillman, Mayor

ATTEST:

Kelly Buendia, City Clerk

RESOLUTION NO. (2016)
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEPORT
SUPPORTING PROPOSITION 54
California Legislature Transparency Act of 2016

WHEREAS, it is essential to the maintenance of a democratic society that public business by the California Legislature be performed in an open and public manner and residents be given the opportunity to fully review every bill and express their views regarding the bill's merits to their elected representatives, before it is passed.

WHEREAS, last-minute amendments to bills in the Legislature are frequently pushed through without sufficient opportunities for public comment, or advance notice, providing members of the Legislature with no realistic opportunity to review or debate them, resulting in ill-considered legislation.

WHEREAS, few citizens have the ability to attend legislative proceedings in person, and many legislative proceedings go completely unobserved by the public and press, often leaving no record of what was said.

WHEREAS, with the availability of modern recording technology and the Internet, there is no reason why public legislative proceedings should remain relatively inaccessible to the citizens that they serve.

WHEREAS, California should also follow the lead of other states that require a 72-hour advance notice period between the time a bill is printed and made available to the public and the time it is put to a vote, allowing an exception only in the case of a true emergency, such as a natural disaster.

WHEREAS Proposition 54, the California Legislature Transparency Act, prohibits the Legislature from voting on a bill until it has been published online in its final form for at least 72 hours. In addition, Proposition 54:

- a. Allows this 72-hour notice period to be waived to address a state emergency declared by the Governor, followed by a two thirds vote of the legislative body, prior to action being taken on the measure for which the rules are being waved; and
- b. Requires the Legislature, by January 1, 2019, to ensure audiovisual recordings of all public proceedings are publicly accessible on the Internet within 24 hours and archived for at least 20 years thereafter (excludes closed session meetings), and allows all recordings of public proceedings to be used for any legitimate purpose.

NOW, THEREFORE, BE IT RESOLVED that the City of Lakeport, supports Proposition 54, the California Legislature Transparency Act.

BE IT FURTHER RESOLVED that the City of Lakeport will join the Yes on 54 coalition. The Lakeport City Council directs staff to email a copy of this adopted resolution to Kristi K. Thielen with the Yes on 54 Campaign at acostaconsulting.org.

APPROVED AND ADOPTED by the Lakeport City Council on September 20, 2016, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Marc Spillman, Mayor

ATTEST:

Kelly Buendia, City Clerk

CITY OF LAKEPORT

*Over 100 years of community
pride, progress and service*



September 15, 2016

The Honorable Stephen O. Hedstrom
Superior Court of California
County of Lake
PO Box 1078
Kelseyville, CA 95451

Dear Judge Hedstrom,

The City of Lakeport respectfully submits our responses to the 2015-2016 Lake County Grand Jury Final Report which reference the City of Lakeport.

The City responses to the Pension Plan Review, Nuisance Abatement Code Enforcement, Neighbors Objection to Vector Control Expansion Plans, and the Lakeport City General Plan Zoning Ordinances Inconsistencies, have all been addressed in the following pages.

Staff has addressed all findings and recommendations of the Grand Jury in all of the above mentioned reviews.

The City of Lakeport would like to express our gratitude for the hard work of the Grand Jury and for their service to the Citizens of Lake County.

Respectfully,

A handwritten signature in blue ink that reads 'Margaret Silveira'.

Margaret Silveira
City Manager
City of Lakeport

PENSION PLAN REVIEWS

The City takes seriously its responsibility to provide our residents and employees complete and transparent financial information. We have been awarded the Governmental Finance Officers Association's Distinguished Budget Presentation Award for 2013, 2014 and 2015 and the Certificate of Achievement in Excellence in Financial Reporting in 2014 and 2015. These accolades speak to our focused efforts to improve the accuracy, usefulness and transparency of the City's budget and financial reporting. In addition, the City Council and staff have worked to reduce the costs of providing services to our community, including the cost of providing retirement benefits to City employees. The recent restructuring of the City's CalPERS side fund is an example of efforts taken to reduce these costs. The City looks to do the same in regards to other post-employment benefits (OPEB), through execution of a strategy to begin prefunding the City's obligation to provide retirement health benefits, as well as exploring other ways to reduce the overall liability.

Managing or reducing long-term obligations is a high priority but must be balanced against a small, rural city's ability to recruit and retain qualified employees. The City continues to strive to fully staff its ranks to relieve the heavy load on existing staff while providing the highest quality service possible. In terms of total compensation, Lakeport has fallen behind its closest neighbors – including the County of Lake – and lost its competitive edge in recruitment and retention. It is a common theme across the state but particularly challenging in our region where local revenues are extremely limited and competition in the labor marketplace is fierce.

Following is City Council's response to the Grand Jury's findings and recommendations.

Grand Jury Findings and City Responses

F1 It is difficult for the public to determine the overall cost of pensions as well as the percentage of total payroll costs because the data is not currently summarized, presented or published.

Response: The City's latest Comprehensive Annual Financial Report (CAFR) contains the aforementioned information. The CAFR is annually presented to the City Council at a publicly noticed meeting and is retained on the City's website. In addition, a physical copy of the City's CAFR is posted in the public areas of City Hall and available for any resident to review. As the City continues to evaluate and improve its financial reporting, we will look for ways to clearly communicate the overall cost of the pension benefits provided to City staff.

F2 Currently, there is no single point of contact in the County as three departments share administrative responsibility for pension plan handling: the County Administrative Officer, Human Resources Director and the Auditor/Controller.

Response: Not applicable.

F3 There is no directive or policy relative to a minimum level of pension liability funding that must be maintained by the County, Clearlake or Lakeport.

Response: The City has not developed or adopted a directive or policy relative to minimum levels of pension liability funding as the City is subject to, and adheres to, CalPERS directives and policies relative to pension liability funding.

F4 Neither the County, Clearlake nor Lakeport have Pension Committees that oversee pension plan administration, compliance or costs.

Response: The City has not established a Pension Committee as plan administration and compliance are provided by CalPERS. In addition, the City has little control over the costs or plans offered to City staff, especially since the Governor signed the Public Employees' Pension Reform Act which established reduced plan designs for employees hired after January 1, 2012. In addition, CalPERS establishes the required funding and payment requirements. As costs have increased, and as was noted in Finding 7, the City, as directed by City Council, has been proactive in reducing unfunded pension liabilities.

F5 The role of the pension plans in total employee compensation is not clearly articulated. It is not obvious how it fits in the total compensation structure.

Response: The City endeavors to provide clear communication to City staff about the cost of the pension plans and their total compensation. Both current and year to date information is presented on each pay stub. As well, the City meets at least annually with employees and provides information related to the budget where the pension cost is typically presented as percentage of payroll. In addition, the City has met three times in the last five years with employee labor groups and their representatives as part of the labor negotiation process. Each of these meetings included detailed conversations about available pension plans, employee perceptions about the plans and the related costs.

F6 Employee satisfaction with the pension plans is unknown.

Response: In 2012, California passed the Public Employees' Pension Reform Act, which made several changes including limiting plans available to newly hired employees to lower cost plans and made other reforms to existing plans. Having bargained three times in the last five years with each of its bargaining units, the City has an understanding of employee satisfaction with the plans offered and how these changes are viewed.

F7 Lakeport and the County are proactively reducing their unfunded pension liability.

Response: The City will continue to look for ways to reduce the costs of providing retirement benefits to employees. As options are considered they will be discussed both with City residents, through public meetings and with City staff through the labor negotiation process.

Grand Jury Recommendations and City Responses

R 1. A summary Annual Pension Report be compiled and reported annually to the governing bodies of the County, Clearlake and Lakeport. This report should include:

- The annual cost
- A breakdown of the funded and unfunded liabilities and comparison to established policy or goals
- The plan benefit formulas and any changes
- A summary of plan investment results
- CalPERS administration costs
- Benefit payments made
- Pending or projected changes or issues

Response: Some of the information in this recommended report is found in the City's latest Comprehensive Annual Financial Report (CAFR) as required by GASB 68. The CAFR is annually presented to the City Council at a publicly noticed meeting, is retained on the City's website and is available in City Hall for review. As we prepare the Fiscal Year 2015-2016 CAFR we will review the information not presented and where appropriate include it in the CAFR or in the City Budget.

R 2. This Annual Pension Report be posted and made available to plan participants and the public. Most of this data is available in the CalPERS GASB 68 reports. Appendix D includes a recommended format for this report. Appendix E includes a Sample report. (F1, F2, F3)

Response: See response to (R1)

R 3. One department in the County be assigned primary administrative responsibility for pension management. (F2)

Response: Not applicable.

R 4. The County, Clearlake and Lakeport establish a specific percentage of funding (Goal) by next fiscal year that must be achieved. The goal and actual achievement would be reported in the annual report per Recommendation 1 and Appendix D and E. (F3)

Response: The City has little control over the costs of the CalPERS plans offered to employees as CalPERS establishes the plan designs, required funding and payment requirements. Given the City's current budget situation, prefunding or super-funding is not financially feasible. As the City's financial situation changes, funding strategies will be evaluated along with other City service and community priorities.

R 5. A policy statement be developed to serve as a guide in program administrative, plan funding, and as a communication aid to participants and the public. (F5)

Response: CalPERS provides plan design, administration and compliance and has developed guiding polices for administration, investments, and funding. The development of a separate City policy would essentially mirror those polices developed by CalPERS. As already discussed, the City uses other means to communicate with staff and the public but will continue to look for ways enhance transparency.

R 6. An employee survey be conducted biannually of both active and retired employees to assess the cost/benefit effectiveness of their pension plans. (F6)

Response: Should the City conduct an employee survey, these items will be evaluated for inclusion in the survey.

R 7. Clearlake be more proactive in reducing its unfunded pension liability. It should review Lakeport's plan to determine if that approach would be beneficial. (F7)

Response: Not applicable.

NUISANCE ABATEMENT CODE ENFORCEMENT IN AND AROUND LAKE COUNTY AFTER THE 2015 WILDFIRES

As noted in the “Discussion and Analysis” section of the Lake County Grand Jury report, the City of Lakeport does not have an individual staff member dedicated to code enforcement. Code Enforcement functions are handled largely by the Community Development Department staff in addition to their other assigned functions. The Lakeport Police Department and Public Works Department staff also routinely assist in code enforcement functions. The City of Lakeport strives for the resolution of code enforcement violations through voluntary compliance. A vast majority of violations are resolved through direct communication or a courtesy letter to a violator. Administrative fines and abatement action is utilized as a last resort.

Since code enforcement functions are handled by several staff members of different departments and success has been achieved through informal processes, the tracking of received complaints had previously not been developed into a formal process. It is important to note, however, that the City has maintained a formal tracking system that has been used to log and track violations that the City has been unable to informally resolve in a timely manner. This tracking system is maintained and updated by the Community Development Department.

Following the meeting with members of the Planning and Public Works Division of the Grand Jury, the Lakeport Community Development Department has implemented a formal procedure for the taking of citizen violation complaints. This new tracking system includes the use of an official complaint form available at City Hall and on the City’s website, www.cityoflakeport.com. Received complaints are logged into a tracking system and distributed to the appropriate City Department for follow-up compliance activities.

The following is the City Council’s response to the Grand Jury’s findings and recommendations.

Grand Jury Findings and City Responses

F1 The absence of records of past code complaints and resolutions in Lakeport makes an analysis by the Grand Jury of the effectiveness of the code enforcement process difficult or inaccurate.

Response: It is important to clarify that the City of Lakeport does maintain an electronic tracking system for Zoning Violations and Nuisance Abatement actions that dates back to 1996. What this tracking system did not until recently include was the tracking of received complaints and violations where compliance has been achieved informally through voluntary compliance.

F2 Although Clearlake is still behind on responding to complaints due to the lengthy time without nuisance inspectors, they appear to be working effectively with the inspectors they have now have, and are making good progress.

Response: Not applicable.

Grand Jury Recommendations and City Responses

R 1. Lakeport should establish a log of nuisance complaints. (F1)

Response: The City of Lakeport Community Development Department beginning earlier this year started the implementation of new *Code Enforcement Violation Investigation Procedures*. This has included the development of an official 'complaint form' available to the public both at City Hall and on the City's website (www.cityoflakeport.com). Received complaints are then logged and distributed to the appropriate City department for enforcement action. Verified Zoning Violations and Nuisance Abatements will continue to be tracked through the Community Development Department's existing system. This new policy/procedure not only includes the official logging of received complaints, it also allows for better communication amongst different City departments who all share Code Enforcement responsibilities.

R 2. Clearlake should purchase or share the program that the County government has purchased (Accela) to speed the processes involved in responding to nuisance complaints and enforcement reports. (F3)

Response: Not applicable.

NEIGHBORS OBJECT TO VECTOR CONTROL'S EXPANSION PLANS ON ESPLANADE STREET IN LAKEPORT

In 2013, the Lake County Vector Control District applied for a General Plan Amendment and Zone Change application with the City of Lakeport to designate all the lands in their operations upon Esplanade Street as "PCU" Public Civic Use to facilitate the future expansion of the existing offices and laboratory at this site. Lake County Vector Control has operated out of this location since 1954. The Esplanade facility is located within a predominately residential neighborhood. The need to expand the existing operations at this site to provide a more modern facility is certainly within the interest of the District, but may conflict with the residential character of the neighborhood. This conflict was at the heart of the discussion of several public meetings before both the Lakeport Planning Commission and City Council. Eventually, the proposed General Plan Amendment and Zone Change application was denied by the City Council in 2015 primarily due to the fact that application did not include details regarding the specific expansion plans of the Lake County Vector Control District that would allow the Council to determine if the expansion would be consistent with the General Plan and character of the existing neighborhood.

The City of Lakeport is in concurrence with the Grand Jury's recommendations that the key to resolving this conflict is greater communication between Lake County Vector Control and the Esplanade neighborhood. The City of Lakeport would welcome the re-application of a General Plan Amendment and Zone Change which is accompanied by detailed expansion plans that have been vetted and accepted by the Esplanade neighborhood.

Following is City Council's response to the Grand Jury's findings and recommendations.

Grand Jury Findings and City Responses

F1 Vector Control provides a valuable service to the County.

Response: The City of Lakeport is in concurrence with this finding.

F2 The current lab facilities on Esplanade Street are cramped and show signs of leaks, wear and decay.

Response: Not applicable.

F3 The Administrative building exterior on Esplanade Street appears dilapidated and unsightly.

Response: Not applicable.

F4 It is in the interest of the County to allow Vector Control to complete their project. The added and updated lab space will allow them to continue to better meet the abatement needs of the county.

Response: The City of Lakeport agrees that Vector Control provides a valuable service to the entire County. However, the decision of whether or not to permit the expansion of

the existing facility located at Esplanade is complicated by the location of the facility within a pre-dominantly residential neighborhood. Factors such as neighborhood compatibility, traffic and hazardous materials management must all be considered as part of any proposal to allow expanded uses at this site.

F5 A Strategic Plan would be a good tool to keep all concerned parties informed and on track concerning the progress of Vector Control long-term projects.

Response: See response to R 1 below.

F6 Keeping neighbors informed of expansion plans and schedules would open communications between Vector Control and the residents.

Response: See response to R 1 below.

Grand Jury Recommendations and City Responses

R 1. The Vector Control Board keep neighbors informed of the progress of their expansion as it develops. (F6)

Response: The City of Lakeport encourages the inclusion of the Esplanade neighborhood as part of the long-term planning process regarding the use of the Esplanade facility. In addition to being good planning practice, the City of Lakeport is hopeful that expanded communication between Vector Control and the Esplanade neighborhood will go a long way in overcoming the general distrust that currently exists by many of the longtime residents in this area. During the several public hearings held as part of the 2013 General Plan Amendment and Zone Change application, applied for by Vector Control, residents continually brought up the issue that the removal of the old building located at this site was required by an earlier expansion project in 2003 to provide adequate parking to serve the project. The failure to comply with this earlier project requirement has led to a general feeling by many in the area that Vector Control does not care about the well-being of its residential neighbors. Regular meetings between Vector Control and the Esplanade neighborhood to develop a mutually beneficial plan that meets the public service objectives of the Vector Control District but also includes reasonable measures and mitigations that protect the residential character of the surrounding neighborhood is highly encouraged by the City of Lakeport.

R 2. The Board of Trustees and Vector Control Management develop a strategic Plan by or before the end of the calendar year 2016, and make it available to concerned neighbors. (F5)

Response: Not applicable

ATTACHMENT 2

R 3. Vector Control send Notices to the neighborhood one week prior to agencies using the Vector Control's meeting rooms after hours. (F6)

Response: Not applicable.

LAKEPORT CITY GENERAL PLAN AND ZONING ORDINANCES HAVE BEEN INCONSISTENT FOR 20 YEARS

The title of this report by the 2016 Lake County Grand Jury report is misleading. The title refers to a citywide issue yet the *Summary, Background and Discussion & Analysis* sections only concern one specific inconsistency involving properties on Esplanade Street in Lakeport that are owned by the Lake County Vector Control District.

On a citywide basis, the Lakeport Community Development Department actively works to resolve existing discrepancies for a number of properties throughout the City which currently have Zoning district classifications that are inconsistent with the land use designations noted within the General Plan. Most of these inconsistency's stem from the 2009 General Plan Update, which included a comprehensive update of land use classifications throughout the entire City. Due to reduced staffing levels and budget constraints stemming from the severe economic downturn of this period, City staff has not been able to actively engage in a comprehensive update of its Zoning Map to reflect the updated General Plan. In June of 2016, Community Development Department staff provided the Lakeport Planning Commission a listing of all property's within the City of Lakeport containing inconsistencies between their General Plan land use designations and zoning district classifications. The Planning Commission and public provided input and direction to staff on how to proceed with the resolution of these inconsistencies and City staff is actively working to remedy these issues in the short-term.

The inconsistency's involving the Lake County Vector Control properties located on Esplanade Street are a bit more complicated. As noted in the City of Lakeport's response the "NEIGHBORS OBJECT TO VECTOR CONTROL'S EXPANSION PLANS ON ESPLANADE STREET IN LAKEPORT" of the 2016 Lake County Grand Jury Report—in 2013 the Lake County Vector Control District applied for a General Plan Amendment and Zone Change application with the City of Lakeport. The purposed of this application was to designate all the lands currently being utilized by Vector Control for their operations to "PCU" Public Civic Use to facilitate the future expansion of the existing offices and laboratory at this site. Lake County Vector Control has operated out of this location since 1954. Vector Control has represented to the City that the need to expand the existing operations at this site is necessary to provide a more modern facilities. The City of Lakeport does not disagree with the fact that Lake County Vector Control provides a valuable service to all County residents, property owners and visitors; however, its operations within a predominately residential neighborhood creates land use conflicts that must be taken into account regarding any proposal to expand Vector Control's operations at this location. This conflict was at the heart of the discussion of several public meetings before both the Lakeport Planning Commission and City Council in 2014 and 2015. Eventually, the proposed General Plan Amendment and Zone Change application was denied by the City Council primarily due to the fact that application did not include details regarding the specific expansion plans of the Lake County Vector Control District that would allow the Council to determine if the expansion would be consistent with the General Plan and character of the existing neighborhood.

The City of Lakeport is in concurrence with the Grand Jury's recommendations that the key to resolving this conflict is greater communication between Lake County Vector Control and the Esplanade neighborhood. The City of Lakeport would welcome the re-application of a General Plan Amendment and Zone Change which is accompanied by detailed expansion plans that have been vetted and accepted by the Esplanade neighborhood.

Following is City Council's response to the Grand Jury's findings and recommendations.

Grand Jury Findings and City Responses

F1 Vector Control is important to the health and safety of all Lake County residents.

Response: The City of Lakeport is in concurrence with this finding.

F2 Vector Control could better fulfill its mission with a modern laboratory and updated equipment.

Response: Not applicable.

F3 Vector Control cannot create a modern laboratory on their Esplanade property until inconsistencies between the Lakeport General Plan and Zoning Ordinances are resolved.

Response: Regardless of any inconsistency between the land use designation of the General Plan and that of the current Zoning district classification, the Lake County Vector Control District has continually operated from this location for several decades. Currently approved operations occurring on lands where inconsistencies between the General Plan and Zoning classifications exist are considered to be legal non-conforming uses and would be allowed to continue. Any proposed expansion of existing uses by Vector Control on Esplanade would be required to be accompanied by an associated General Plan amendment and/or Zone Change application. Per the City Council's statements in regards to the 2014 General Plan amendment and Zone Change application, any new application would need to include details on the proposed expansion plans that demonstrate that such expansion activities are compatible with the existing residential character of this this neighborhood.

F4 The Lakeport General Plan and Zoning Ordinance are inconsistent with each other. This appears to differ with State Law.

Response: Under the California Government Code 65860 and 65862, when a General Plan is adopted that creates inconsistencies between the General Plan designations and the Zoning, it is the responsibility of the local jurisdiction to pursue subsequent changes that bring those properties into conformance. As noted in the above analysis, the Lakeport Community Development Department is making a concerted effort to address the existing discrepancies between the General Plan and Zoning land use classifications by the end of 2016. Most of these inconsistency's stem from the 2009

General Plan Update, which included a comprehensive update of land use classifications throughout the entire City. Due to reduced staffing levels and budget constraints stemming from the severe economic downturn of this period City staff has not been able, until now, to actively engage in a comprehensive update of its Zoning Map to reflect the updated General Plan.

Grand Jury Recommendations and City Responses

R 1. The Vector Control Board of Trustees assume the role of leading Vector Control and the residents of the Esplanade neighborhood to communicate by or before the end of 2016 regarding a reasonable approach to their restricted operation at Esplanade which also reduces their impact on the neighborhood. (F1, F2, F3)

Response: The City of Lakeport encourages the inclusion of the Esplanade neighborhood as part of the long-term planning process regarding the use of the Esplanade facility. In addition to being good planning practice, the City of Lakeport is hopeful that expanded communication between Vector Control and the Esplanade neighborhood will go a long way in overcoming the general distrust that currently exists by many of the longtime residents in this area. During the several public hearings held as part of the 2013 General Plan Amendment and Zone Change application, applied for by Vector Control, residents continually brought up the issue that the removal of the old building located at this site was required by an earlier expansion project in 2003 to provide adequate parking to serve the project. The failure to comply with this earlier project requirement has led to a general feeling by many in the area that Vector Control does not care about the well-being of its residential neighbors. Regular meetings between Vector Control and the Esplanade neighborhood to develop a mutually beneficial plan that meets the public service objectives of the Vector Control District but also includes reasonable measures and mitigations that protect the residential character of the surrounding neighborhood is highly encouraged by the City of Lakeport.

R 2. Lakeport Community Development Director take the leadership role to bring the Planning commission, Vector Control, Lakeport City Council, and the residents of the Esplanade neighborhood into agreement over the General Plan and zoning Ordinance changes and ensure The General Plan and the Zoning Ordinance are consistent by or before the end of the Fiscal Year 2016-2017. (FR1, F2, F3, F4)

Response: Lakeport Community Development Department Staff is willing to assist the communication efforts between the Lake County Vector Control District and Esplanade neighborhood. However, the Community Development Department is limited in the leadership role that it can take in regards to the development of a physical agreement for this project. It is the role of the Community Development Department to provide a non-biased and impartial analysis of any submitted project's

ATTACHMENT 4

compatibility with associated adopted City plans (e.g. General Plan, Zoning Ordinance, etc.), and compliance with applicable State and Federal regulations (e.g., California Environmental Quality Act) to the Lakeport Planning Commission and City Council who have the ultimate authority in the approval of any project. The maintenance of this impartiality is critical.



CITY OF LAKEPORT

- City Council
- City of Lakeport Municipal Sewer District
- City of Lakeport Municipal Sewer District
- Lakeport Redevelopment Successor Agency
- Lakeport Industrial Development Agency
- Municipal Financing Agency of Lakeport

| STAFF REPORT | |
|---|---------------------------------|
| RE: Introduce a proposed ordinance to amend Chapter 8.31 of Title 8 of the Lakeport Municipal Code Regarding the Administrative Citation Appeal Hearing process. | MEETING DATE: 09/20/2016 |
| SUBMITTED BY: Margaret Silveira, 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:

City Council is being asked to set a hearing for an ordinance amending Sections 8.31.040, 8.31.050 8.31.060, and 8.31.140, and adding section 8.31.185 to Chapter 8.31 of title 8 to the Lakeport Municipal Code regarding the administrative citation appeal hearing process.

BACKGROUND/DISCUSSION:

In reviewing the Chapter 8.31 Section 8.31.040 of the Lakeport Municipal Code regarding the administrative citation appeal hearing process, staff recommends changing the hearing officer for the appeal hearing from a member of the Lake County Bar Association/mediation program to the City Manager or a neutral person designated by the City Manager to serve as the Hearing Officer.

The amendment to Section 8.31.050 and 8.31.060 are updates to reflect that the Hearing Officer is the City Manager or his or her designee.

These changes would make the process simpler and reduce the cost to the City for the process.

Section 8:31.140 and Section 8.31.185 specify the time period to challenge a decision by the hearing officer. These time periods are already operative as they are governed by the Government Code Section 53069.4. However, by including them in the notice of decision and the Municipal Code, this provides better notice and transparency to affected individuals.

OPTIONS:

Introduce Ordinance for first reading and set the Public Hearing date for October 18, 2016

Introduce the proposed ordinance for first reading with changes and set the Public Hearing date for October 18, 2016

Direct staff to amend the proposed ordinance and bring back for first reading as amended.

FISCAL IMPACT:

None at this time.
costs for a bar member or mediator.

Account Number:

Comments: Savings of legal

SUGGESTED MOTIONS:

Motion to introduce the proposed Ordinance amending Chapter 8.31 of Title 8 of the Lakeport Municipal code regarding the Administrative Citation Appeal, and set the Public Hearing date for October 18, 2016.

Attachments: 1. Proposed Ordinance

Ordinance No. _____ (2016)

AN ORDINANCE OF THE CITY COUNCIL OF THE
CITY OF LAKEPORT AMENDING CHAPTER 8.31 OF TITLE 8
OF THE LAKEPORT MUNICIPAL CODE REGARDING THE ADMINISTRATIVE CITATION APPEAL
HEARING PROCESS

THE CITY COUNCIL OF THE CITY OF LAKEPORT DOES ORDAIN AS FOLLOWS:

SECTION 1. Amendment to Chapter 8.31 “Administrative Citation Appeal Hearing Process”

Sections 8.31.040, 8.31.050, 8.31.060, and 8.31.140 of Chapter 8.31 “Administrative Citation Appeal Hearing Process” of Title 8 of the Lakeport Municipal Code is hereby amended as follows (changes in *bold-italics*):

~~8.31.040~~ *Obtaining an administrative hearing officer.*

~~A.— Within five business days after the city has determined that a timely and complete appeal of an administrative citation has been filed, the citing officer or his or her designee shall provide written notice by first class mail or facsimile to the Lake County bar association/mediation program requesting a neutral hearing officer.~~

~~B.— As soon as practicable, the Lake County bar association will provide to the citing officer and the person or entity who filed the appeal a randomly selected disinterested hearing officer.~~

8.31.040 *Administrative hearing officer.*

The City Manager shall serve as hearing officer, or shall appoint a neutral person to serve as hearing officer.

8.31.050 *Scheduling the administrative appeal hearing.*

~~Once the hearing officer is selected, the citing officer or his or her designee shall contact the hearing officer to schedule a date, time, and location for the administrative appeal hearing. The administrative appeal hearing shall be scheduled as soon as practicable but allowing sufficient time for providing notice of the hearing.~~

An appeal hearing based on a request for hearing shall be set for a date not less than ten (10) days nor more than sixty (60) days from the date the city has determines that a timely and complete appeal of an administrative citation has been filed unless the enforcement officer determines that the matter is urgent or that good cause exists for an extension of time, in which case the hearing date may be shortened or extended, as warranted by the circumstances.

8.31.060 *Preparation and form of notice of administrative appeal hearing.*

Once the date, time and place for the administrative appeal hearing is determined, the citing officer or his or her designee shall prepare a notice of administrative appeal hearing ("hearing notice"), which shall be in substantially the same form as follows:

You are hereby notified that a hearing will be held before the ~~Administrative Hearing Officer~~ **City Manager or his or her designee** at _____ on the ____ day of _____, _____, at the hour of _____ to hear your appeal of the Administrative Citation served upon you. You may be present at the hearing. You may be, but need not be, represented by an attorney. You may present any relevant evidence at the hearing and you will be given a full opportunity to cross-examine all witnesses testifying against you.

8.31.140 Duty to prepare and serve notice of decision and compliance order.

The hearing officer shall sign their decision and then provide same to city staff who will then prepare and serve a written notice of decision and compliance order ("decision and compliance order") upon each appellant and the citing officer following the administrative appeal hearing. The decision of the hearing officer shall be final, except as otherwise provided by this chapter.

The notice of decision shall include the following language:

"The time within which judicial review of the penalty imposed by this order must be sought is governed by Government Code Section 53069.4. Judicial review must be sought not later than twenty (20) days after service of the order imposing or confirming such penalty."

SECTION 2. Addition to Chapter 8.31 "Administrative Citation Appeal Hearing Process"

Section 8.31.185 of Chapter 8.31 "Administrative Citation Appeal Hearing Process" of Title 8 of the Lakeport Municipal Code is hereby added as follows:

8.31.185 Judicial review.

An appellant may seek judicial review of a hearing officer's decision by filing a petition for review with the superior court, pursuant to Government Code Section 53069.4, within twenty (20) days after the effective date of the hearing officer's notice of decision and compliance order.

SECTION 3. Severability. Should any provision of this Ordinance, or its application to any person or circumstance, be determined by a court of competent jurisdiction to be unlawful, unenforceable or otherwise void, that determination shall have no effect on any other provision of this Ordinance or the application of this Ordinance to any other person or circumstance and, to that end, the provisions hereof are severable.

SECTION 4. CEQA. This ordinance is not a “project” subject to the California Environmental Quality Act (CEQA). “Project” does not include “general policy and procedure making” or “[o]rganizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment” pursuant to CEQA Guidelines § 15378(b). In addition, this ordinance is exempt from CEQA because it does not apply to the modification, structuring, restructuring, or approval of rates, tolls, fares, or other charges by public agencies that are not designed to increase services or expand a system pursuant to CEQA Guidelines § 15273.

SECTION 5. Effective Date. This Ordinance shall take effect thirty (30) days after adoption as provided by Government Code section 36937.

SECTION 6. Certification. The City Clerk shall certify to the passage and adoption of this Ordinance and shall give notice of its adoption as required by law. Pursuant to Government Code section 36933, a summary of this Ordinance may be published and posted in lieu of publication and posting the entire text.

INTRODUCED and first read at a regular meeting of the City Council on the 20th day of September, 2016, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

FINAL PASSAGE AND ADOPTION by the City Council occurred at a meeting thereof held on the 18th day of October 2016, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

MARC SPILLMAN, Mayor

ATTEST:

KELLY BUENDIA, City Clerk

Proclamation

OF THE CITY COUNCIL OF THE CITY OF LAKEPORT

WHEREAS, the Lakeport Volunteer Firefighters Association is a 501(c)(3) non-profit organization focusing on helping and giving back to the community by providing assistance in fire prevention and suppression, medical emergency response, public safety, and education. The organization has been around in some form or another since the early 1900s; and

WHEREAS, the Association today consists of both paid and volunteer firefighters that respond to calls for sick and injured people, motor vehicle accidents, chemical spills, vegetation fires, and structure fires. Members also volunteer countless other hours coaching youth athletic activities, 4-H, FFA, and participate in many other community events; and

WHEREAS, as a non-profit, one of the association's functions is to raise money to assist the Lakeport Fire Protection District. As a special district, the Lakeport Fire Protection District is funded primarily through property tax assessments; and

WHEREAS, recession and subsequent decrease in property values have an impact on the district's financial position. Funding to keep staffing at a safe level has been the number one priority; however, this leaves a deficiency in funding for purchases such as safety and emergency equipment; and

WHEREAS, The Lakeport Volunteer Firefighters Association raises funds through the Annual Dinner, Dance & Auction Fundraiser to help purchase these necessary items. In addition, funds raised also allow for further education and training for the firefighters; and

WHEREAS, Over the past several years, the proceeds from the Lakeport Volunteer Firefighters Association Dinner, Dance & Auction has allowed for the purchase of needed items such as new structure turnouts, 30 Sets of SCBAs (self-contained breathing apparatus), and BAUER Breathing Air Purification System; and

WHEREAS, fundraising efforts also support the Matt Black Memorial Scholarship Fund. Every year the association provides \$2000 to student(s) for college level study in fire and emergency services; and

WHEREAS, the Lakeport Volunteer Firefighters Association proudly strives to continue an incredible tradition of selfless service, hard work, and dedication, ensuring that the firefighters may safely provide the help necessary to keep our community out of harm's way;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lakeport does hereby recognize, extend its appreciation to and commend

Lakeport Volunteer Firefighters Association

I have hereunto set my hand and caused the Seal of the City of Lakeport to be affixed this 20th day of September, 2016.

MARC SPILLMAN, Mayor



Government Finance Officers Association

**Certificate of
Achievement
for Excellence
in Financial
Reporting**

Presented to

**City of Lakeport
California**

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

June 30, 2015

Executive Director/CEO



Government Finance Officers Association
203 N. LaSalle Street - Suite 2700
Chicago, IL 60601

Phone (312) 977-9700 Fax (312) 977-4806

07/28/2016

NEWS RELEASE

For Information contact:
Stephen Gauthier (312) 977-9700

(Chicago)--The Certificate of Achievement for Excellence in Financial Reporting has been awarded to **City of Lakeport** by the Government Finance Officers Association of the United States and Canada (GFOA) for its comprehensive annual financial report (CAFR). The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

An Award of Financial Reporting Achievement has been awarded to the individual(s), department or agency designated by the government as primarily responsible for preparing the award-winning CAFR. This has been presented to:

Daniel Buffalo, Finance Director

The CAFR has been judged by an impartial panel to meet the high standards of the program including demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the CAFR.

The GFOA is a nonprofit professional association serving approximately 17,500 government finance professionals with offices in Chicago, IL, and Washington, D.C.



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July 28, 2016

Daniel Buffalo
Finance Director
City of Lakeport
225 Park Street
Lakeport CA 95453

Dear Mr. Buffalo:

We are pleased to notify you that your comprehensive annual financial report (CAFR) for the fiscal year ended June 30, 2015, qualifies for a Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

Each entity submitting a report to the Certificate of Achievement review process is provided with a "Summary of Grading" form and a confidential list of comments and suggestions for possible improvements in its financial reporting techniques. Your list has been enclosed. You are strongly encouraged to implement the recommended improvements into the next report and submit it to the program. If it is unclear what must be done to implement a comment or if there appears to be a discrepancy between the comment and the information in the CAFR, please contact the Technical Services Center (312) 977-9700 and ask to speak with a Certificate of Achievement Program in-house reviewer.

Certificate of Achievement program policy requires that written responses to the comments and suggestions for improvement accompany the next fiscal year's submission. Your written responses should provide detail about how you choose to address each item that is contained within this report. These responses will be provided to those Special Review Committee members participating in the review.

When a Certificate of Achievement is awarded to a government, an Award of Financial Reporting Achievement (AFRA) is also presented to the individual(s) or department designated by the government as primarily responsible for its having earned the Certificate. As the designated individual we have enclosed your AFRA.

Continuing participants will find a certificate and brass medallion enclosed with these results. First-time recipients will find a certificate enclosed with these results followed by a plaque in about 10 weeks. We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and that appropriate publicity will be given to this notable achievement. A sample news release has been enclosed. We suggest that you provide copies of it to local newspapers, radio stations and television stations. In addition, details of recent recipients of the Certificate of Achievement and other information about Certificate Program results are available in the "Awards Program" area of our website, www.gfoa.org.

A current holder of a Certificate of Achievement may include a reproduction of the award in its immediately subsequent CAFR. A camera ready copy of your Certificate is enclosed for that purpose. If you reproduce your Certificate in your next report, please refer to the enclosed instructions. A Certificate of Achievement is valid for a period of one year. To continue to participate in the Certificate of Achievement Program it will be necessary for you to submit your next CAFR to our review process.

In order to expedite your submission we have enclosed a Certificate of Achievement Program application form to facilitate a timely submission of your next report. This form should be completed and sent (postmarked) with three copies of your report, three copies of your application, three copies of your written responses to the program's comments and suggestions for improvement from the prior year, and any other pertinent material with the appropriate fee by December 31, 2016.

Your continued interest in and support of the Certificate of Achievement Program is most appreciated. If we may be of any further assistance, please contact Delores Smith (dsmith@gfoa.org or (312) 578-5454).

Sincerely,
Government Finance Officers Association

A handwritten signature in cursive script that reads "Stephen J. Gauthier".

Stephen J. Gauthier, Director
Technical Services Center

SJG/ds



CITY OF LAKEPORT

- City Council
- City of Lakeport Municipal Sewer District
- Lakeport Redevelopment Successor Agency
- Lakeport Industrial Development Agency
- Municipal Financing Agency of Lakeport

| STAFF REPORT | |
|--|--------------------------------|
| RE: Lakeshore Boulevard Emergency Storm Damage Repair Project Contract Award including Budget Amendment | MEETING DATE: 9/20/2016 |
| SUBMITTED BY: Kevin M. Ingram, Community Development Director Paul Curren, City Engineer | |
| 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 review and award the Lakeshore Emergency Storm Damage Repair construction contract to the low bidder Granite Construction Company for the amount of \$487,590.00. Additionally, the City Council is being asked to review the design Alternate A (construction of four foot asphalt path) and decide whether to approve an additional \$24,000.00 to construct said Alternate A.

BACKGROUND/DISCUSSION:

During the storms of 2007 damage from wave action occurred to the shoreline protection along a portion of Lakeshore Boulevard from Sayre Street to Jones Street. The damage resulted in undermining of the existing slope protection which consists of various combinations of broken concrete, rock rip rap, concrete and asphalt. The damage included a small portion of the existing curb and gutter and adjacent pavement area. As a result of this damage, the roadway is left without adequate protection from future storms and similar wave action.

The City of Lakeport applied for and was granted emergency repair funds under the Federal Aid Emergency Repair program with the grant identified by the Federal Aid Project No. ER-4493(003). Due to the location on the lakeshore, the project required a considerable amount of environmental studies and obtaining permits from various State and Federal Agencies. Lake County Public Works greatly assisted the City in obtaining the necessary permits and also prepared the plans and specifications as required for compliance with the various environmental requirements. The project has a relative tight October through January environmental window during low water to accomplish the work to avoid the identified biological constraints.

Bid Results—The bid schedule included a base bid for all of the shoreline restoration work and an additive alternate for paving and rock placement along the top of the rip rap shoreline protection. Bids for the project were opened on August 24, 2016. A total of four bidders expressed interest, including some attending the pre-bid meeting. However, in the end, only 2 bids were received.

Bid Results were as follow:

| Description | Base Bid | Alternate | Total |
|------------------------------|--------------|-------------|--------------|
| Granite Construction Company | \$487,590.00 | \$24,000.00 | \$511,590.00 |
| Argonaut Constructors | \$557,591.00 | \$48,000.00 | \$605,591.00 |
| Engineer’s Estimate | \$451,942.00 | \$15,000.00 | \$466,942.00 |

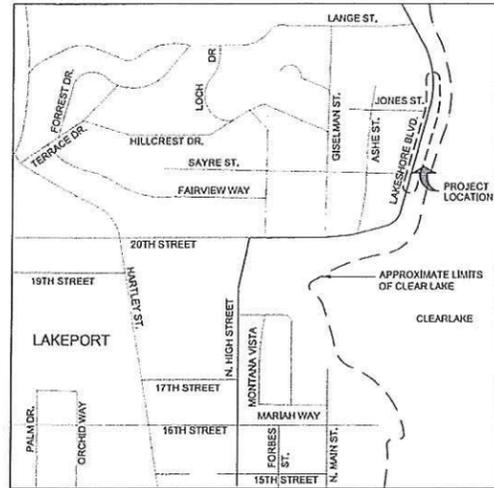
Attachments:

1. Project Plans

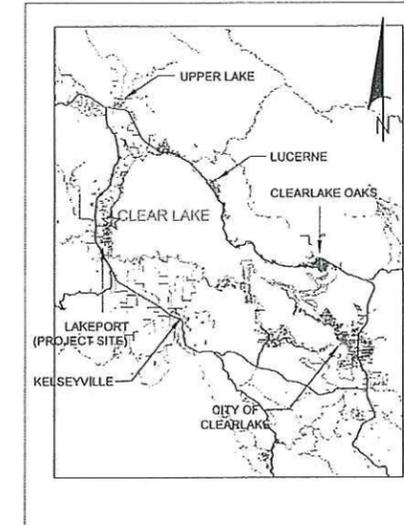
CITY OF LAKEPORT ENGINEERING DIVISION

PROJECT PLANS FOR LAKESHORE BOULEVARD EMERGENCY RELIEF PROJECT FROM SAYRE ST. TO JONES ST. FEDERAL AID PROJECT NO. ER4403(003)

IN
LAKEPORT, CA
BID NO. 16-03
MAY 2016



VICINITY MAP
N.T.S



REGIONAL MAP
N.T.S

SHEET INDEX

| NO. | DESCRIPTION |
|-----|--------------------------------|
| C1 | TITLE SHEET & NOTES |
| C2 | EXISTING SITE DEMOLITION PLAN |
| C3 | PLAN & PROFILE LAKESHORE BLVD. |
| C4 | CROSS SECTIONS & DETAIL SHEET |
| C5 | TRAFFIC CONTROL PLAN |
| C6 | PROJECT AREA DELINEATION MAP |

AREAS:

PROJECT CONSTRUCTION FOOTPRINT: 13,665 S.F.± (0.314 ACRES±)
PROJECT BOUNDARY: 114,600 S.F.± (2.631 ACRES±) INCLUDES TRAFFIC CONTROL AND EROSION CONTROL AREAS.
WATERS OF THE U.S.: CLEAR LAKE SHORELINE TO EL. = 1326.05, NGVD29 IMPACT TO WATERS OF THE U.S.: 1365 S.F.± (0.031 ACRES±)

LEGEND

| EXISTING | PROPOSED |
|--|---|
| △ CONTROL POINT LOCATION | NEW TOE OF RIP-RAP PROTECTION |
| □ MONUMENT FOUND AS NOTED | ----- NEW SAW-CUT LINE |
| △ SET 12" REBAR WITH PLASTIC CAP, LS 8383 FOR 7.79 RUMSEY LINE FULL LAKE LINE. | ----- TEMP. FIBER ROLL EROSION CONTROL |
| ○ EXISTING STREET LIGHT | ----- NEW CURB OUTLET PER COUNTY STD. 310-B |
| — EXISTING EDGE OF CONCRETE | ===== NEW 6" CONCRETE CURB |
| — EXISTING TOP OF CONCRETE | ===== NEW CURB & GUTTER |
| — EXISTING POWER POLE | ===== NEW AND TEMPORARY FOG STRIPING |
| — EXISTING FIRE HYDRANT | ===== NEW AND TEMPORARY CENTERLINE STRIPING |
| — EXISTING WATER VALVE | ===== NEW TEMPORARY "K" BARRIER |
| — EXISTING TELEPHONE MANHOLE | ===== NEW TEMPORARY SINGLE POLE SIGN |
| — EXISTING TELEPHONE TRAFFIC BOX | ===== HMA ROADWAY & WALKWAY |
| — EXISTING SEWER MAN HOLE | ===== RIP-RAP SURFACE |
| — EXISTING SEWER CLEANOUT | ===== NEW CONCRETE |
| — EXISTING WATER METER | ===== PERMANENT CONSTRUCTION WITHIN THE WATERS OF THE UNITED STATES, ALL WITHIN EXISTING RIP-RAP LIMITS AREA = 1,365 S.F.± (0.031 ACRES±) |
| — EXISTING GUY ANCHOR | ===== PROJECT BOUNDARY INCLUDING CONSTRUCTION SIGNAGE AND EROSION CONTROL MEASURES AREA = 114,600 S.F.± (2.631 ACRES±) |
| — EXISTING STORM DRAIN INLET | |
| — EXISTING FOG LINE | |
| — EXISTING PAINTED CENTER LINE | |
| — EXISTING TOE OF CONCRETE BAG BANK PROTECTION | |
| — EXISTING UNDERGROUND AT&T LIMITS (PER USA) | |
| — EXISTING STORM DRAIN PIPE | |
| — EXISTING ELEVATION CONTOUR LINE | |
| — OH EXISTING OVERHEAD UTILITY LINE | |
| — LAKE SHORELINE ON 6/4/2015 | |
| — EXISTING RIP-RAP LIMIT LINE | |
| — EXISTING WATERS OF THE U.S. AT 7.79 RUMSEY (FULL LAKE) | |
| — EXISTING RIP RAP AREA T.B.R. | |
| — EXISTING ASPHALT & CURB AREA T.B.R. | |
| — EX. WATERS OF THE U.S. BEYOND 7.79 RUMSEY (FULL LAKE EL. = 1326.05) | |

GENERAL NOTES

1. THE CONTRACTOR OR ANY SUBCONTRACTOR SHALL NOTIFY MEMBERS OF USA (UNDERGROUND SERVICE ALERT) TWO WORKING DAYS PRIOR TO PERFORMING EXCAVATION WORK BY CALLING 1-800-642-2444
2. THE CONTRACTOR SHALL VERIFY TO HIS SATISFACTION THE TYPES, LOCATIONS, SIZES AND/OR DEPTHS OF EXISTING UTILITIES WITHIN THE WORK AREA. A REASONABLE EFFORT HAS BEEN MADE TO DELINEATE THE EXISTING UTILITIES BASED UPON AVAILABLE RECORDS, HOWEVER THE CITY OF LAKEPORT ASSUMES NO RESPONSIBILITY FOR COMPLETENESS OR ACCURACY OF SUCH DELINEATION OF UTILITIES, NOR FOR THE EXISTENCE OF ADDITIONAL BURIED OBJECTS OR UTILITIES NOT SHOWN ON THESE DRAWINGS WHICH MAY BE ENCOUNTERED. ANY DISCREPANCIES BETWEEN THE PLANS AND ACTUAL EXISTING CONDITIONS DISCOVERED BY THE CONTRACTOR SHOULD BE REPORTED TO THE CITY OF LAKEPORT.
3. THESE PLANS ARE TO BE SUPPLEMENTED WITH THE 2010 CITY OF LAKEPORT DESIGN AND CONSTRUCTION STANDARDS TOGETHER WITH THE STANDARD PLANS AND SPECIFICATIONS DATED 2010 OF THE CALIFORNIA DEPARTMENT OF TRANSPORTATION, HEREINAFTER REFERRED TO AS "STANDARD PLANS" OR "STANDARD SPECIFICATIONS".
4. THE CONTRACTOR SHALL POSSESS A CLASS "A" LICENSE OR A COMBINATION OF CLASSES REQUIRED BY THE CATEGORIES AND TYPE OF WORK INCLUDED IN THIS CONTRACT AT THE TIME THE CONTRACT IS AWARDED.
5. THE CONTRACTOR SHALL NOTIFY THE CITY OF LAKEPORT 48 HOURS BEFORE THE COMMENCEMENT OF ANY SITE WORK. CALL (707) 263-5816 OR CONTACT AT 225 PARK STREET, LAKEPORT, CA FOR INSPECTION SERVICES.
6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PRESERVATION OF ALL PROPERTY CORNERS AND RIGHT OF WAY MONUMENTATION. IF A MONUMENT OR PROPERTY CORNER IS DISTURBED OR OBLITERATED, THE CONTRACTOR SHALL BE RESPONSIBLE FOR ITS REPLACEMENT BY A LICENSED LAND SURVEYOR OR CIVIL ENGINEER THAT IS LICENSED TO PERFORM SAID TASK.
7. THERE WAS NO FORMAL GEOTECHNICAL REPORT FOR THIS PROJECT, BUT THE RECOMMENDATIONS PRESENTED IN THE DRAFT REPORT, PREPARED BY PAVEMENT ENGINEERING AND BOB JOSLIN, DATED MAY 30, 2015 SHALL BE STRICTLY ADHERED TO.

APPROVED:

Paul R. Curren
PAUL CURREN, P.E. C34527
ENGINEER - CITY OF LAKEPORT

Robert S. Joslin
ROBERT JOSLIN, P.E. C37716
GEOTECHNICAL ENGINEER



CONTACT INFORMATION

| DESCRIPTION: | PHONE: | EMAIL: | MAILING ADDRESS: |
|---|----------------|--------------------------------|---|
| PROJECT MANAGER: LARS EWING | (707) 263-2341 | lars.ewing@lakecountyca.gov | 255 N. FORBES STREET, RM. 309, LAKEPORT, CA 95453 |
| MANAGER: SCOTT HORNING | (707) 263-2341 | scott.horning@lakecountyca.gov | 255 N. FORBES STREET, RM. 309, LAKEPORT, CA 95453 |
| DESIGN: KEVIN PETERS | (707) 263-2341 | kevin.peters@lakecountyca.gov | 255 N. FORBES STREET, RM. 309, LAKEPORT, CA 95453 |
| CITY OF LAKEPORT: PAUL CURREN | (707) 263-5815 | paul@curren.ws | 225 PARK STREET, LAKEPORT, CA 95453 |
| GEOTECHNICAL: ROBERT JOSLIN - PVMT ENGR. INC. | (707) 769-5330 | | 3820 CYPRESS DRIVE, SUITE 3, PETALUMA, CA 94954 |

ABBREVIATIONS

| | | | |
|---------|--------------------------|--------|---|
| △ | DELTA ANGLE | L | LENGTH |
| AB | AGGREGATE BASE | L.F. | LINEAR FEET |
| AC | ASPHALT CONCRETE | MAX. | MAXIMUM |
| ACP | ARCHED CONCRETE PIPE | MIN. | MINIMUM |
| AGG. | AGGREGATE | MUTCD | MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES |
| ALT. | ALTERNATE | (N) | NEW |
| A.P. | ANGLE POINT | NO. | NUMBER |
| BC | BEGIN CURVE | N.T.S. | NOT TO SCALE |
| BLDG | BUILDING | O.C. | ON CENTER |
| BM | BENCHMARK | OH | OVERHEAD |
| BOP | BEGINNING OF PROFILE | (P) | PROPOSED |
| BSW | BACK OF SIDEWALK | PCC | PORTLAND CEMENT CONCRETE |
| CP | CONCRETE PIPE | PL | PROPERTY LINE |
| C&G | CURB AND GUTTER | PP | POWER POLE |
| C&S | CURB GUTTER AND SIDEWALK | PVC | POLYVINYL CHLORIDE |
| CI | CURB INLET | R | RADIUS |
| CMP | CORRUGATED METAL PIPE | RWL | RAIN WATER LEADER |
| CO | CLEANOUT | S | SLOPE |
| CONC. | CONCRETE | SS | SANITARY SEWER |
| DI | DROP INLET | SSCO | SANITARY SEWER CLEANOUT |
| DIA. | DIAMETER | SH | SHEET |
| DWG. | DRAWING | STD. | STANDARD |
| D/W | DRIVEWAY | SW | SIDEWALK |
| (E), EX | EXISTING | TA | TOP OF ASPHALT |
| EG | EXISTING GRADE | TBR | TO BE REMOVED |
| EL | ELEVATION | TC | TOP OF CURB |
| ELECT | ELECTRIC | TDC | TOP DEPRESSED CURB |
| EOP | END OF PROFILE | TEMP. | TEMPORARY |
| EP | EDGE OF PAVEMENT | TFC | TOP FLUSH CURB |
| FC | FACE OF CURB | TG | TOP OF GRADE |
| FF | FINISH FLOOR | TR | TO REMAIN |
| FG | FINISH GRADE | TS | TOP OF SLAB (OR SIDEWALK) |
| FL | FLOW LINE | TYP. | TYPICAL |
| GB | GRADE BREAK | W | WATER |
| INV | INVERT GRADE | WM | WATER METER |
| | | WV | WATER VALVE |

SURVEY NOTE:

THE TOPOGRAPHIC SURVEY WAS PREPARED BY CONSER LAND SURVEYORS ON JUNE 4, 2015 AND SUPPLEMENTED BY THE LAKE COUNTY PUBLIC WORKS DEPARTMENT ON AUGUST 10, 2015 FOR THE NORTHERN 60 FEET OF THE PROJECT.

BENCHMARK:

LAKE LEVEL ON JUNE 4, 2015 AT 6:15 A.M. WAS 1321.81. NOTE: ELEVATION OF 1326.05 = 7.79 RUMSEY TEMPORARY BENCHMARK FOR THIS PROJECT IS CONTROL POINT

VERTICAL DATUM:

VERTICAL DATUM FOR THIS PROJECT IS THE NATIONAL GEODETIC VERTICAL DATUM OF 1929

BASIS OF BEARINGS:

NORTH 89°50'15" EAST BETWEEN A FOUND OLD AXLE AND A 3/4" IRON PIPE ON THE SOUTH SIDE OF SAYRE STREET AS SHOWN ON BOOK 12, RECORDS OF SURVEY AT PAGE 18.

REFERENCES:

() RECORD DATA PER 12 RS 18, LAKE COUNTY RECORDS

CERTIFICATION

I CERTIFY THAT THIS PROJECT WAS DESIGNED BY ME OR UNDER MY DIRECTION IN ACCORDANCE WITH GENERALLY ACCEPTED ENGINEERING PRACTICES.

PAUL CURREN C34527 DATE 7/14/16

| Revision | Date | By |
|----------|------|----|
| | | |
| | | |
| | | |
| | | |

CITY OF LAKEPORT
ENGINEERING DIVISION
CITY HALL - 225 PARK STREET
LAKEPORT, CALIFORNIA 95453
WEBSITE: WWW.CITYOFLAKEPORT.COM PHONE: (707) 263-3056 FAX: (707) 263-9413

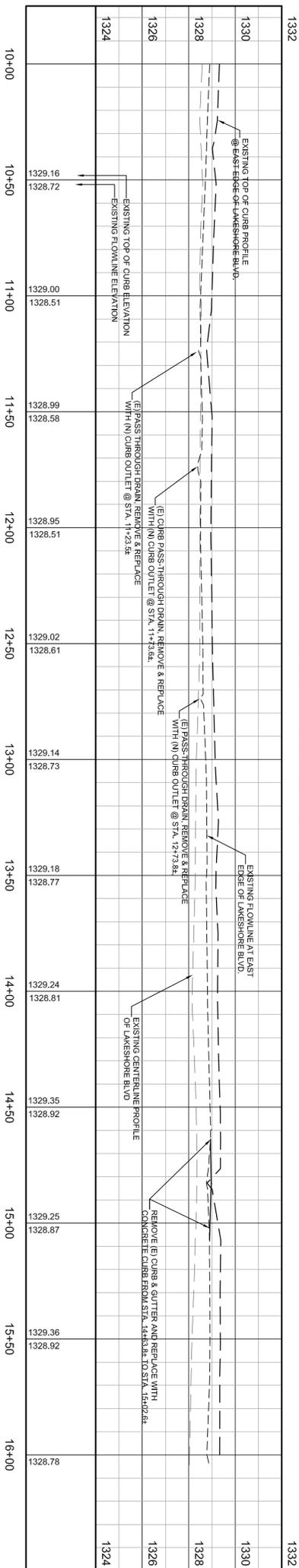
PROJECT DESCRIPTION:
LAKESHORE BOULEVARD
EMERGENCY RELIEF PROJECT

SHEET DESCRIPTION:
TITLE SHEET

TYPE: ER
STATE# 4403 (003)
DATE: 7/13/2016
SCALE: NA
DESIGN BY: K.R.P.
CO. JOB# 09-115
BID# 16-03
FILE: CITY_OF_LKPT

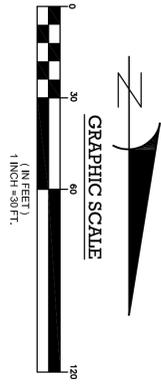
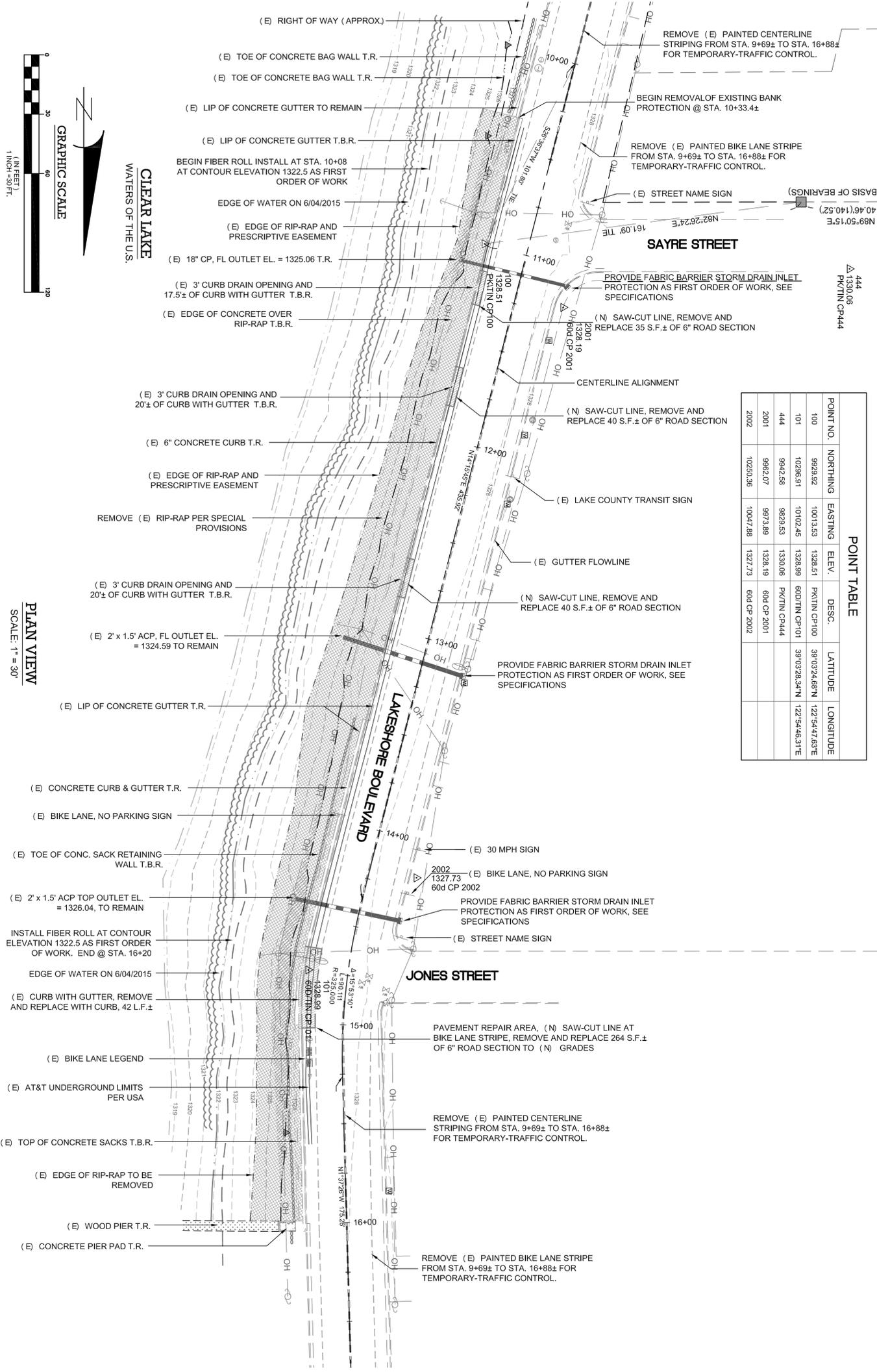
SHEET:
C1
1 Of 6 Sheets

CL LAKESHORE PROFILE



PROFILE VIEW
SCALE: HORIZ. 1" = 30'
VERT. 1" = 3'

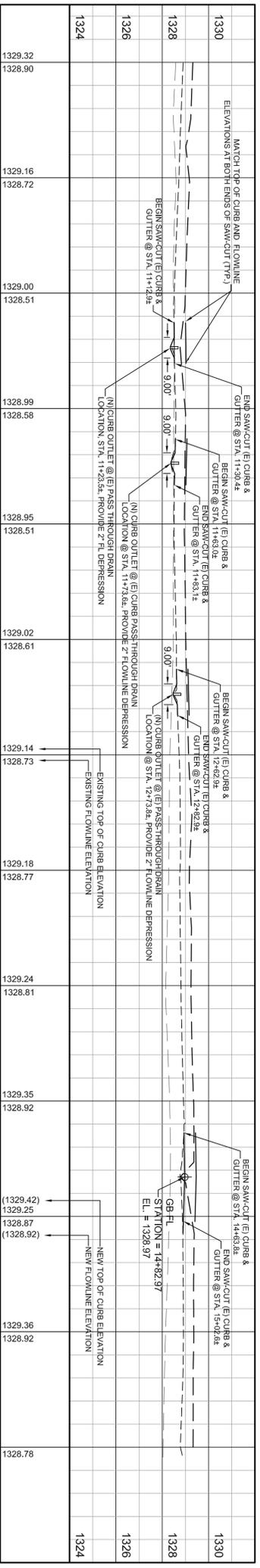
| POINT NO. | NORTHING | EASTING | ELEV. | DESC. | LATITUDE | LONGITUDE |
|-----------|----------|----------|---------|---------------|---------------|----------------|
| 100 | 9929.92 | 10013.53 | 1328.51 | PKTIN CP100 | 39°03'24.68"N | 122°54'47.63"W |
| 101 | 10296.91 | 10102.45 | 1328.99 | 60D/TIN CP101 | 39°03'28.34"N | 122°54'46.31"W |
| 444 | 9942.58 | 9829.53 | 1330.06 | PKTIN CP444 | | |
| 2001 | 9962.07 | 9973.89 | 1328.19 | 60D CP 2001 | | |
| 2002 | 10250.38 | 10047.88 | 1327.73 | 60D CP 2002 | | |



PLAN VIEW
SCALE: 1" = 30'

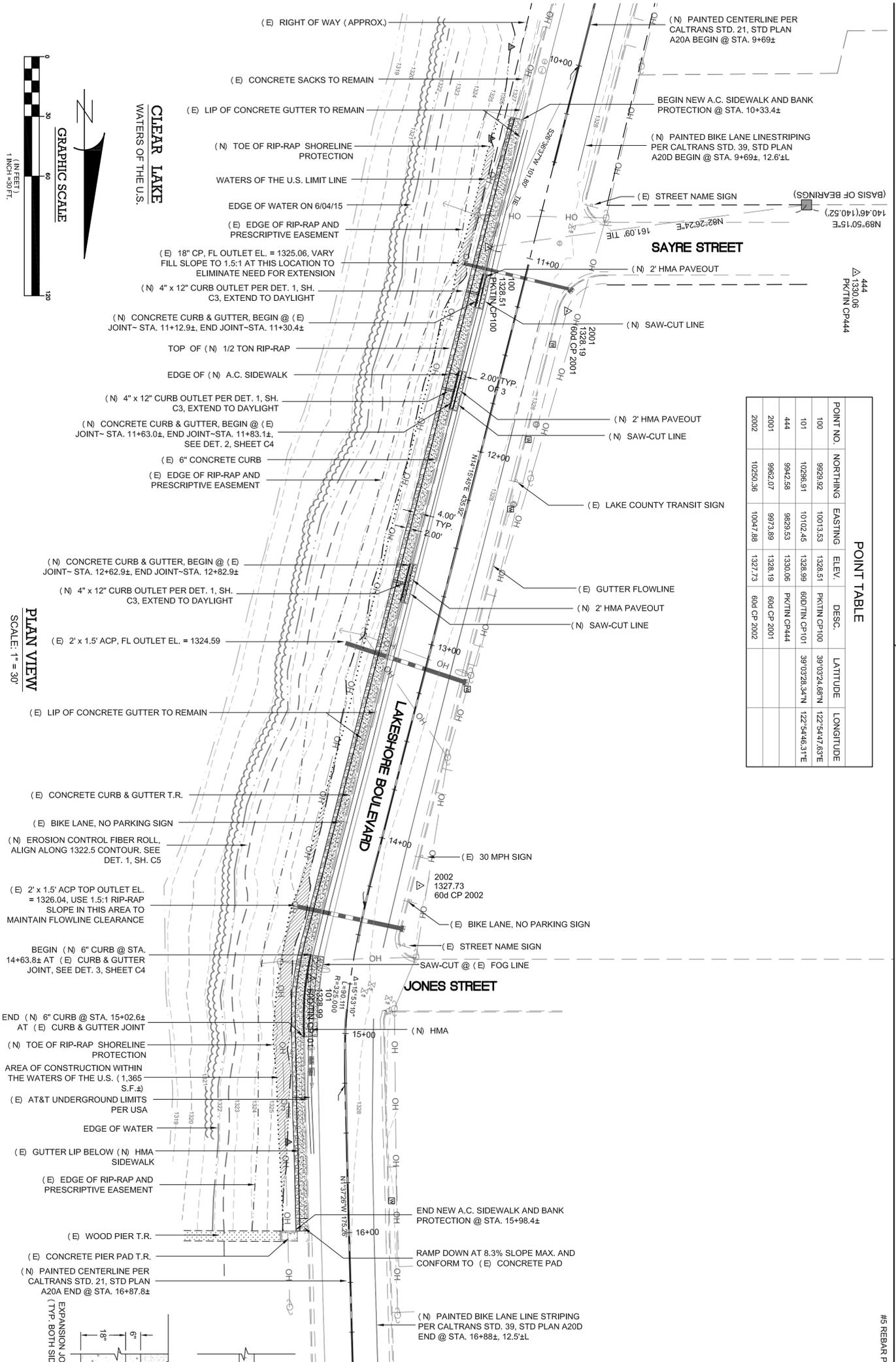
| | | | | |
|-----------------------------------|--|---|---|------------------|
| SHEET: C2 2 Of 6 Sheets | SHEET DESCRIPTION: EXISTING SITE DEMO PLAN DEMO PLAN LAKESHORE BLVD STA. 10+00 TO STA. 16+04.34 | PROJECT DESCRIPTION: LAKESHORE BOULEVARD EMERGENCY RELIEF PROJECT LAKEPORT, CA 95453 | CITY OF LAKEPORT ENGINEERING DIVISION CITY HALL - 225 PARK STREET LAKEPORT, CALIFORNIA 95453 WEBSITE: WWW.CITYOFLAKEPORT.COM PHONE: (707) 263-3056 FAX: (707) 263-9413 | Revision Date |
| | TYPE: ER STATE#: 4403 (003) DATE: 5/18/2016 SCALE: 1"=30' DESIGN BY: K.R.P. CO. JOB#: 09-115 BLDG#: ?? FILE: CITY_OF_LKP7 | | | |

CL LAKESHORE PROFILE



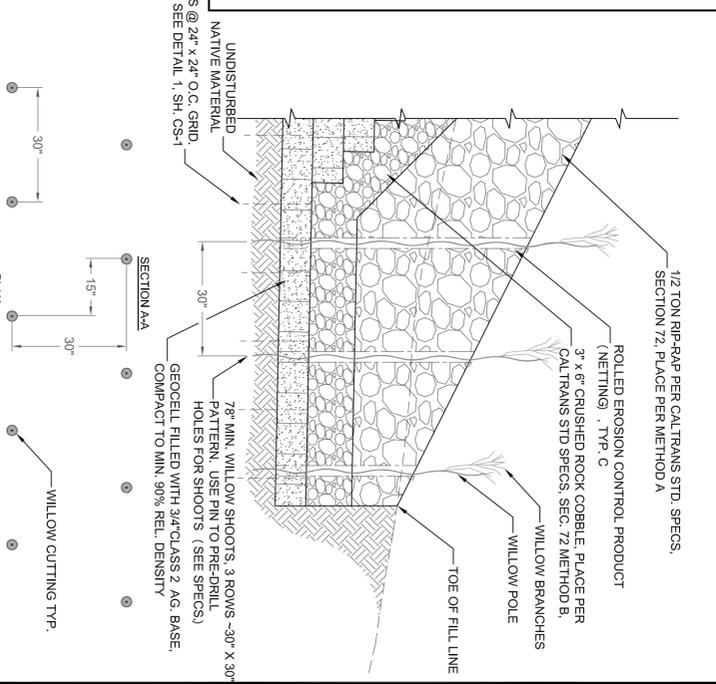
PROFILE VIEW
SCALE: HORIZ. 1" = 30'
VERT. 1" = 3'

| POINT NO. | NORTHING | EASTING | ELEV. | DESC. | LATITUDE | LONGITUDE |
|-----------|----------|----------|---------|---------------|---------------|----------------|
| 100 | 9929.92 | 10013.53 | 1328.51 | PKTIN CP100 | 39°03'24.68"N | 122°54'47.63"W |
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| 444 | 9942.58 | 9829.53 | 1330.06 | PKTIN CP444 | | |
| 2001 | 9962.07 | 9973.89 | 1328.19 | 60D CP 2001 | | |
| 2002 | 10250.36 | 10047.88 | 1327.73 | 60D CP 2002 | | |

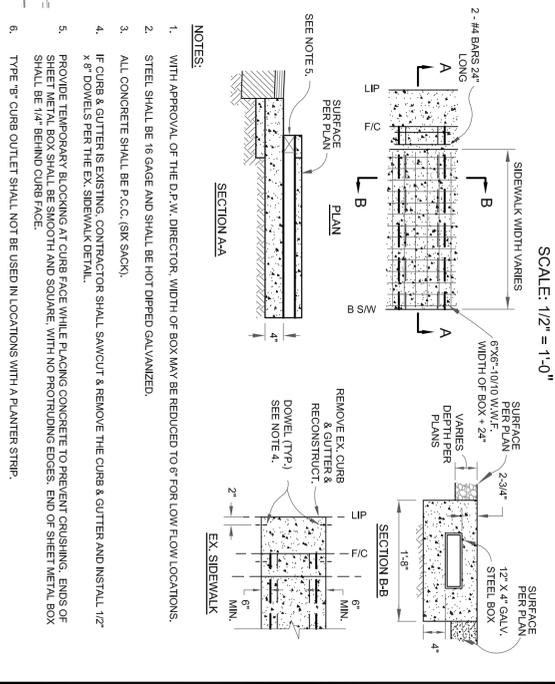


PLAN VIEW
SCALE: 1" = 30'

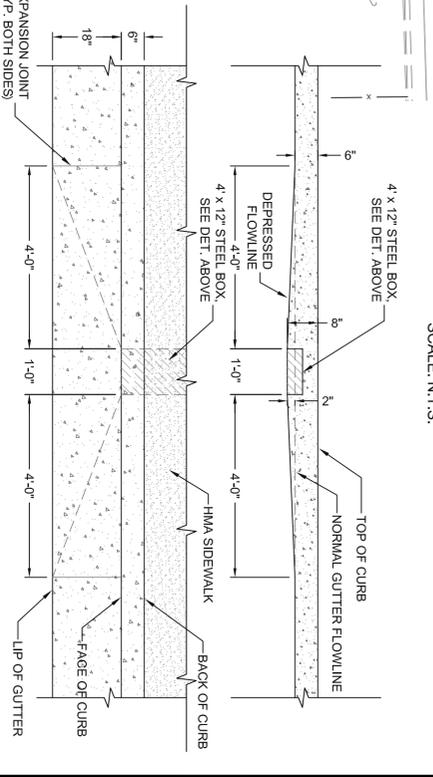
DETAIL 3 WILLOW SHOOT DETAIL
SCALE: 1/2" = 1'-0"



DETAIL 1 COUNTY CURB OUTLET TYPE "B"
SCALE: N.T.S.

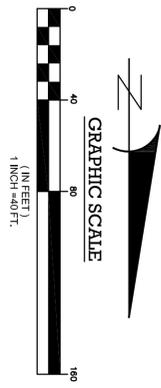


DETAIL 2 DEPRESSED GUTTER INLET
SCALE: N.T.S.



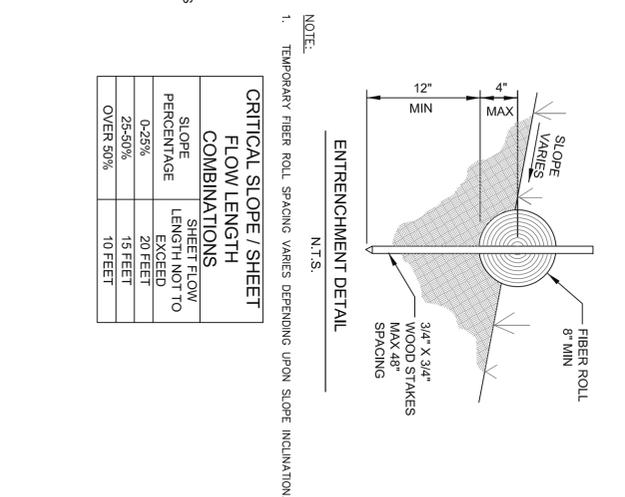
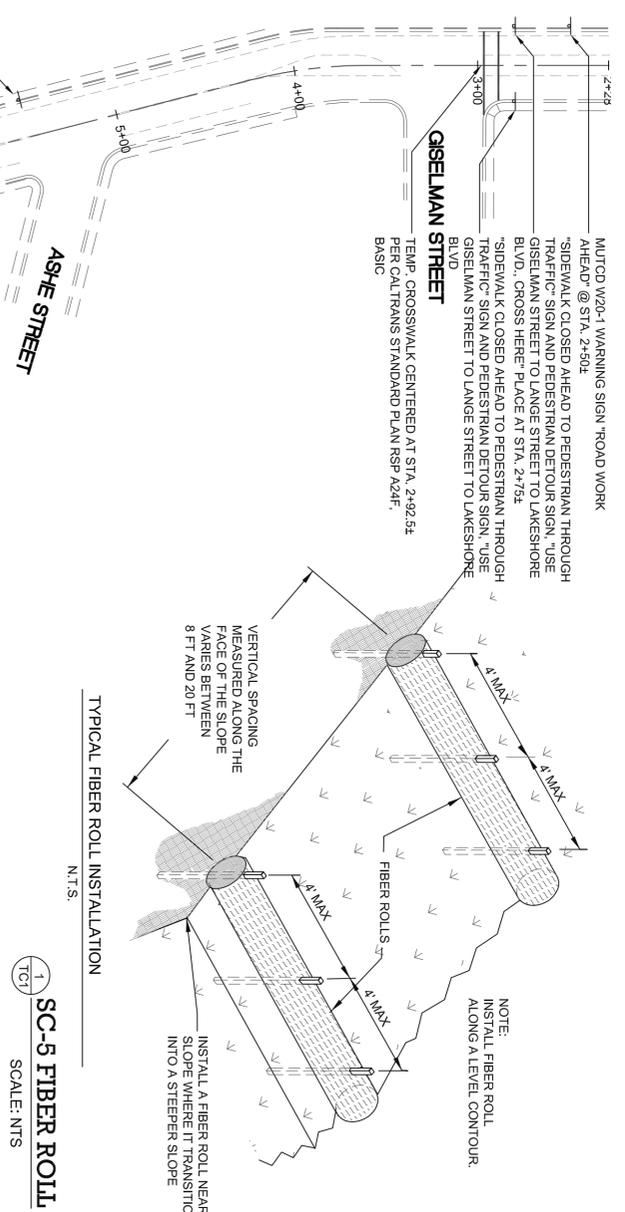
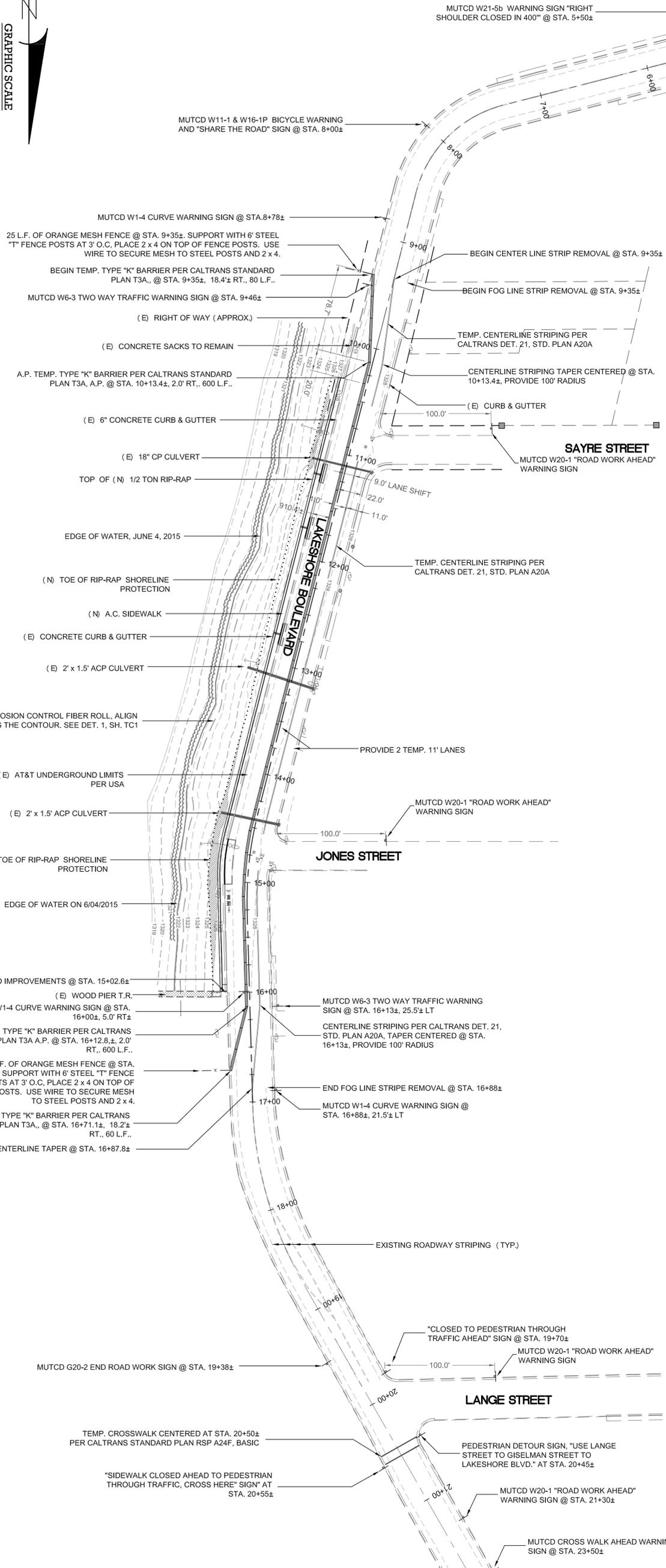
DETAIL 2 DEPRESSED GUTTER INLET
SCALE: N.T.S.

| | | | | |
|-----------------------------------|---|---|---|--|
| SHEET: C3 3 of 6 Sheets | TYPE: ER STATE#: 4403 (003) DATE: 7/19/2015 SCALE: 1"=30' DESIGN BY: K.R.P. | SHEET DESCRIPTION: PLAN AND PROFILE SHEET PLAN & PROFILE LAKESHORE BLVD STA. 10+00 TO STA. 16+04.34 | PROJECT DESCRIPTION: LAKESHORE BOULEVARD EMERGENCY RELIEF PROJECT LAKEPORT, CA 95453 | CITY OF LAKEPORT ENGINEERING DIVISION CITY HALL - 225 PARK STREET LAKEPORT, CALIFORNIA 95453 WEBSITE: WWW.CITYOFLAKEPORT.COM PHONE: (707) 263-3056 FAX: (707) 263-9413 |
| | FILE: CITY_OF_LKP7 | CO_JOB# 09-115 BLD# ?? | REVISION: | DATE: |



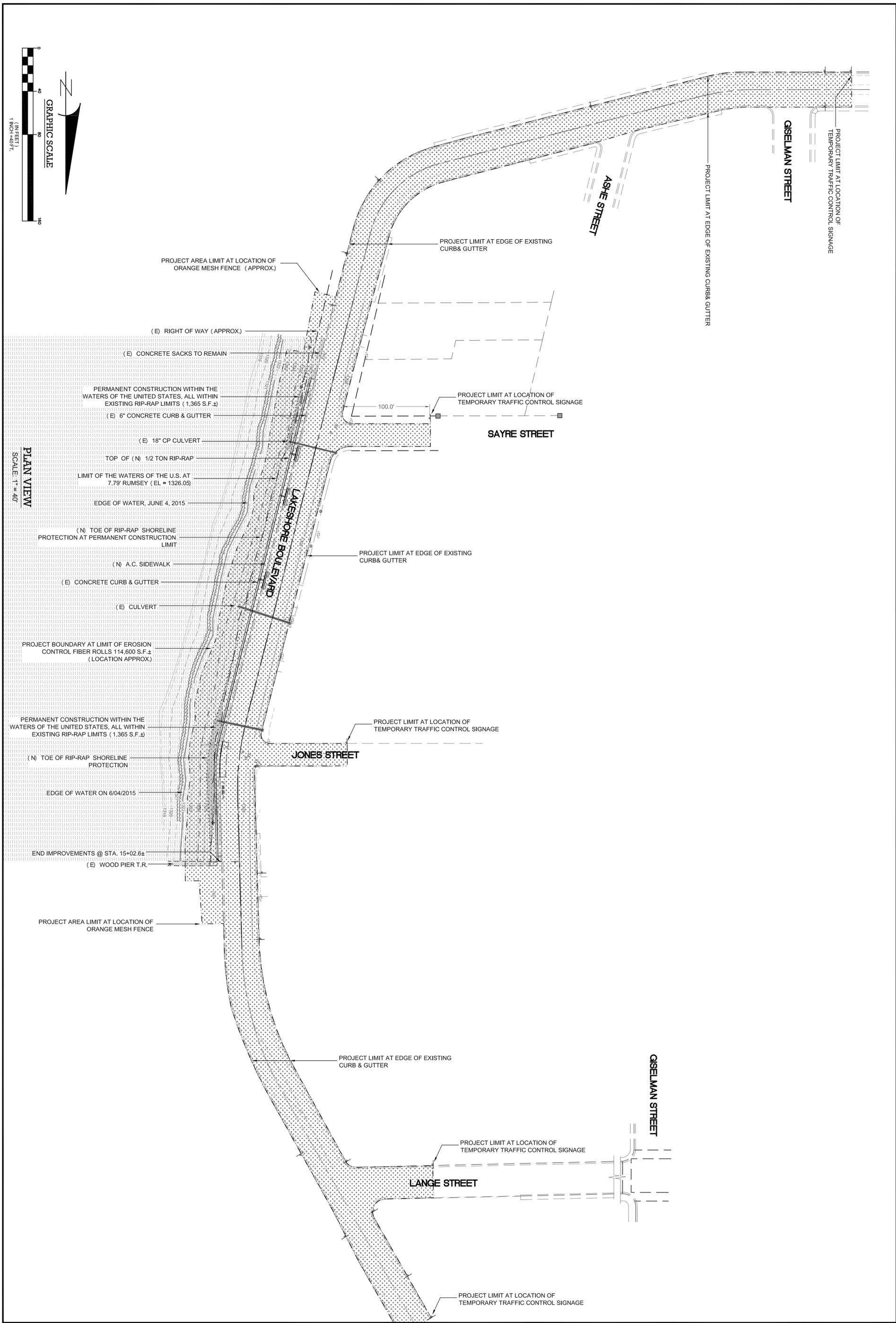
PLAN VIEW
SCALE: 1" = 40'

SIGN NOTES:
1. ALL TEMPORARY SIGNAGE SHALL BE INSTALLED PER CALTRANS STANDARD PLAN RSP FOR SINGLE POST INSTALLATION



| CRITICAL SLOPE / SHEET FLOW LENGTH COMBINATIONS | | |
|---|---------------------------------|-------------|
| SLOPE PERCENTAGE | SHEET FLOW LENGTH NOT TO EXCEED | FLOW LENGTH |
| 0-25% | 20 FEET | 20 FEET |
| 25-50% | 15 FEET | 15 FEET |
| OVER 50% | 10 FEET | 10 FEET |

| <p>TYPE: ER</p> <p>STATE#: 4403 (003)</p> <p>DATE: 5/18/2016</p> <p>SCALE: 1"=40'</p> <p>DESIGN BY: K.R.P.</p> <p>OC JOB#: 09-115</p> <p>BLD#: ??</p> <p>FILE: CITY_OF_LAKEPORT</p> <p>SHEET: C5</p> <p>5 of 6 Sheets</p> | <p>SHEET DESCRIPTION:</p> <p style="text-align: center;">TRAFFIC CONTROL & EROSION CONTROL PLAN</p> <p style="text-align: center;">STA. 10+00 TO STA. 16+04.34</p> | <p>PROJECT DESCRIPTION:</p> <p style="text-align: center;">LAKESHORE BOULEVARD EMERGENCY RELIEF PROJECT</p> <p style="text-align: center;">LAKEPORT, CA 95453</p> | <p style="text-align: center;">CITY OF LAKEPORT</p> <p style="text-align: center;">ENGINEERING DIVISION</p> <p style="font-size: small;">CITY HALL - 225 PARK STREET LAKEPORT, CALIFORNIA 95453 WEBSITE: WWW.CITYOFLAKEPORT.COM PHONE: (707) 263-3056 FAX: (707) 263-9413</p> | | | | |
|---|---|--|--|----------|------|--|--|
| <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Revision</th> <th style="width: 50%;">Date</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> </tbody> </table> | | | | Revision | Date | | |
| Revision | Date | | | | | | |
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|------------------------------------|--|--|---|---|------------------|
| SHEET: DL1 6 Of 6 Sheets | TYPE: ER STATE#: 4403 (003) DATE: 5/12/2016 SCALE: 1"=40' DESIGN BY: K.R.P. CO. JOB# 09-115 BID# ?? FILE: CITY_OF_LAKEP | SHEET DESCRIPTION: PROJECT AREA DELINEATION MAP STA. 10+00 TO STA. 16+04.34 | PROJECT DESCRIPTION: LAKESHORE BOULEVARD EMERGENCY RELIEF PROJECT LAKEPORT, CA 95453 | CITY OF LAKEPORT ENGINEERING DIVISION CITY HALL - 225 PARK STREET LAKEPORT, CALIFORNIA 95453 WEBSITE: WWW.CITYOFLAKEPORT.COM PHONE: (707) 263-3056 FAX: (707) 263-9413 | Revision Date |
| | ATTACHMENT 1 | | | | |