Lakeport, California

Working together for our community's success.

City of Lakeport
Annual Budget
Fiscal Year 2015-2016

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CITY OF LAKEPORT, CALIFORNIA

ANNUAL BUDGET

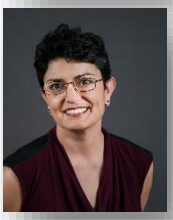
FISCAL YEAR 2015-2016

GOVERNING BODY

City Council
Redevelopment Successor Agency Board of Directors
Sewer District Board of Directors

Martin Scheel
Mayor and Boards Chair

Stacey Mattina
Mayor Pro Tem
Boards Vice Chair



Mireya Turner
Council Member

Kenneth Parlet
Council Member

Marc Spillman
Council Member

ADVISORY COMMITTEES/COMMISSIONS

Planning Commission
Parks and Recreation Commission
Traffic Safety Advisory Committee
ADA Committee
Lakeport Economic Development Advisory Committee (LEDAC)

EXECUTIVE MANAGEMENT TEAM

Margaret Silveira
City Manager

Janel Chapman
City Clerk

David Ruderman
City Attorney

Brad Rasumssen
Chief of Police

Mark Brannigan
Public Works Director

Daniel Buffalo
Finance/IT Director

Kelly Buendia
Administrative Services Director

Kevin Ingram
Community Development Director

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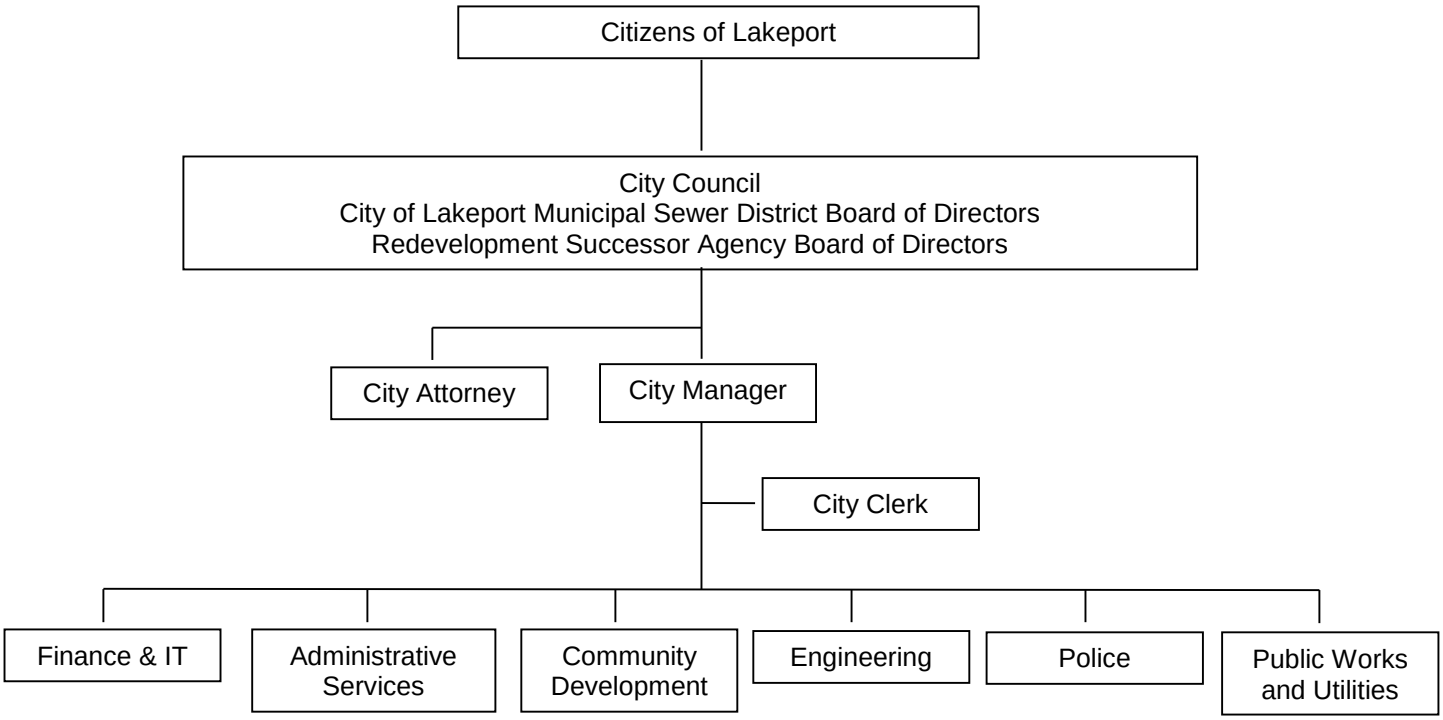
CITY ORGANIZATIONAL CHART



MISSION AND VISION

MISSION

Lakeport is a beautiful community. We work to ensure it remains a wonderful place to raise a family, enjoy a retirement, recreate, and live a healthy, fulfilling life.

COMMUNITY VISION

The charm and values of the Lakeport community are what will endure for generations to come. Those attributes will be maintained, in part, through the effective delivery of municipal services.

CITY-WIDE GOALS

The City Council and executive management formulated a series of strategic goals for the 2015-16 fiscal year. Each department has been tasked with developing their own individual priorities and goals that will contribute to the achievement of these goals (presented in the department section of this budget). The following are the five city-wide goals that were developed during that strategic planning session:

1. **Maintain strong Council/staff relations and encourage leadership development.**
    - Develop a succession plan for executive management members.
    - Promote and foster leadership development throughout all ranks of management.
    - Continue to promote and invest in training programs for staff.
    - Maintain the highest possible standards for the recruitment, selection, and retention of staff.
2. **Strengthen community and regional involvement.**
    - Enhance promotion and readership of the community newsletter.
    - Enhance marketing outreach.
    - Strengthen relationship with the County and regional groups toward the promotion of engaging in regional projects that benefit the community as a whole.
3. **Establish and promote effective public outreach efforts.**
    - Actively promote a social media presence and promote civic engagement.
    - Assemble master list of community development partners and engage those entities on specific objectives.
    - Increase community outreach through community policing and crime reduction initiatives.
    - Complete development of marijuana ordinance through increased community involvement.
4. **Enhance activities and programs to support local and regional economic development.**
    - Promote, market, and brand our City.
    - Look for alternatives to replace the economic development efforts of the former redevelopment agency.
    - Revisit storefront ordinance.
    - Focus resources and attention to improving the physical appearance of Main Street.
    - Refocus efforts on event promotion and the development of recreation sites.
5. **Focus efforts on infrastructure improvements.**
    - Ensure a safe and sustainable Lakeport.
    - Development and implement a capital improvement program (CIP).
    - Capitalize on efficiencies provided through technology, including updating software and the City's website.
    - Increase focus on developing the lakefront and improving the quality of the Lake during the summer months.

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Lakeport

California

For the Fiscal Year Beginning

July 1, 2014

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a distinguished Budget Presentation Award to the City of Lakeport, California for its annual budget for the fiscal year beginning July 1, 2014. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for one year only. We believe our current budget continues to conform to program requirements, and we will continue to submit it to GFOA annually to determine its eligibility.

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CITY MANAGER'S BUDGET MESSAGE

We truly live in a beautiful, vibrant community with friendly people, natural splendor, and a wonderful sense of place. These are all elements necessary in finding inspiration to live, love, and enjoy life. The highest priority of the Lakeport City Council, its staff, and volunteers is to maintain and grow your enjoyment of those things.

That was our message in 2014, and it continues on as we plan for the upcoming fiscal year. The City Council has set its sights on doing just that through its budget. It establishes goals to enhance our participation in regional economic development activities; improve the safety, health, and security of it citizenry; and bolster service delivery by reinforcing the City's commitment to its people.

The 2015-16 Fiscal year will be one of ongoing projects and completion of those that have been planned, funded, and are now coming to completion. This will be a year of bringing these planning efforts to fruition.

2014-15 FISCAL YEAR IN REVIEW

It was a very busy year for the City's dedicated and hardworking staff. Long hours and hard work were involved in the planning of several critical projects, including the Downtown Main Street revitalization, USDA water and sewer infrastructure rehab, and various road resurfacing and rehab efforts, just to name a few. This was in addition to the regular day-to-day work that staff attended to. This year will be time to see these through and to deliver to Lakeport what was promised.

These are just some of the accomplishments my staff realized in 2014-15:

- The majority of water projects funded by the USDA were completed, including reconditioning of the ground water storage tanks and replacement of water meters.

- Beautiful new docks were installed out at Library Park. Even the pouring rain during the ribbon cutting did not diminish the excitement from the community and boaters of Lake County. With a portion of a $10,000 contribution from the Lakeport Rotary, solar lights were added to the docks which create a new ambiance to our docks and Library Park.

- Road projects completed during the year included:

    - Parallel Drive
    - Mellor Drive
    - Various neighborhood streets

- A new home for the Lakeport Police Department. The building which previously housed the Social Security Department on South Main Street was a great relocation for the new facility. We capitalized on the opportunity, and acquired the building using the most cost effective resources available. The City was able to finance the project with a low interest rate loan through the USDA Community Facilities Program. The Police Department is scheduled to move in July 2015.

- New financial and customer service software implemented. This is a great asset to our Finance Department, the community, and to our organization as a whole. In fact this budget was built entirely within it. Accounting, reporting, budgeting, and customer service are enhanced and made more effective with this new system. And it is the result of the tremendous effort and dedication to the project by the Finance Department staff that made it possible. Currently they are engaged in troubleshooting the bugs, but overall implementation has been successful.

- New grant funding was awarded to the City. We were successful in obtaining economic development funding in two components from the Community Development Block Grant Program in 2014. One is for the continuation of a successful business loan program the City initiated many years ago. The other is to conduct a planning and feasibility study on a lake front promenade. Due to new changes in regulations, the City is anticipating to begin its business loan program this summer and begin the lake front planning to determine how to best blend open space public access and park aesthetics and uses with potential commercial uses to benefit the community.

- For the third year in a row the City received the Distinguished Budget Presentation Award from GFOA.

- The General Plan and Sphere of Influence has been updated. This includes South Main Street and Soda Bay Road. City representatives have met with several businesses down the corridor who are looking forward to being part of the City of Lakeport and receiving its high quality water and other public services.

- Management continue to reach out to local businesses with a personal visit to each. Dozens have been visited so far. It is not only an opportunity to hear from them as to their needs, but also it is an opportunity for staff to share with them the opportunities to grow and network. As difficult as it may be for the management team to pull away from their ongoing duties to get out and make those rounds, the reward of gratitude from a business community that feels heard always outweighs the difficulties.

- The City of Lakeport continues to support and lead the regional economic efforts through the Regional Economic Development Committee. Partnering with local colleges, tribes, business and civic groups, the City of Clearlake, and the County of Lake, we made significant progress to creating a business environment of collaboration, communication, and support. Two of the regional efforts accomplished by the Regional Economic Development Committee are the chalk wall “I love Lake County because of…” leading to the first annual Leadership Summit in Lucerne. The City continues to strive to ensure our businesses thrive and to promote investment from outside the region.

- We made some great additions to our team and were successful in retaining a few in the face of temptations of higher pay and benefits from elsewhere. But we hold ourselves to a high standard as well, promoting transparency and accountability in everything we do.

Finally, we did all this under significant fiscal constraint. Revenues are up but so are our liabilities; promises of the past will continue to affect our progress in the future. We have begun planning to meet those commitments, and I am confident that we will do so while still maintaining the highest level of service possible.

THE BUDGET YEAR, 2015-16

Working closely with staff, the City Council, and my Management Team, I have developed a budget strategy to complete the planning work we've started and deliver the highest quality municipal services at the lowest possible cost.

We began our process differently from years past. We started much earlier (in December) by meeting with line staff to create a framework within which a budget would be built. Management asked seminal questions of their staff relating to needs, hopes, working conditions, and general sentiments. We even went so far as to gauge community and organizational pride. The results of this process were in some ways expected but in other ways caused us to focus our attention on important issues.

During the Council-Management strategic planning and goals setting session in March, the five City-wide goals - first established over two years ago – were reiterated as overarching, ongoing objectives. Council has shown strong support to continue making progress in these five areas, which are as follows in no particular order:

- Maintain strong Council/staff relations and encourage leadership development
- Strengthen community and regional involvement
- Establish and promote effective public outreach efforts
- Enhance activities and programs to support local and regional economic development
- Focus efforts on infrastructure

Their support in this endeavor was strengthened further by emphasizing the following projects and objectives as their priorities in 2015-16. These are presented in order of strongest support by Council:

1. Complete Lakefront Strategic Plan
2. Complete Annexation of South Main Street and Soda Bay Road
3. Retain authorized police staffing and resubmission of SRO grant
4. Continue road projects as funds are available
5. Increase Neighborhood Watch and other community programs

My job as the City Manager is to implement programs, activities, and directives to meet these goals. Management has tailored their individual departmental goals with these priorities in mind and structured their budgets accordingly. Additional priorities also were identified during the budget process, and we worked to finance those activities accordingly. Specifically, I have asked them to focus on activities that enhance public safety, reduce costs (particularly in regards to long-term liabilities), and bolster civic engagement.

The Lakeport PD increased the City's Neighborhood Watch program from zero to five in the last two years. Efforts will continue to increase the number of Neighborhood Watch areas. This is one of the primary areas where residents can help their neighborhoods be safe. No matter how many police officers any city employs, the best defense for crime in a neighborhood is neighbors watching out for each other. The City will continue its National Night out event in hopes of bringing more awareness to safety and community policing.

Solar power is not only a viable, environmentally responsible resource, it also has the potential to generate significant cost savings. Council has voiced strong support for the

City to pursue its implementation, and it will be an important project for us in the coming year.

One of our greatest cost challenges in the 2015-16 and future budgets is in the realm of pensions and retiree health insurance obligations. CalPERS, in its most recent attempt at ensuring the pension fund's solvency, has levied on us significant increases to our required contributions. Budgetarily, these increases mean appropriation reductions elsewhere. This was not unexpected but nonetheless makes it no easier to navigate. Without exception, these changes continue to increase the cost of retirement funding for the City. But we look to take steps to restructure some of our imposed obligations to realize budget relief and reduce long-term cost. We look 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, which are increasingly significant.

OPERATIONAL HIGHLIGHTS

Fiscal year 2014-15 was the year of capital projects. In 2015-16, project completion will be our mantra. The following are the highlights of what's to come:

- Staffing: we aim to fully staff our City ranks to relieve the heavy load carried, particularly by the Management Team. Although we all continue to wear many different hats, the goal is to prevent burn-out from overwork while maintaining a challenging work environment for all staff members.

- Communication and cooperation: the changes we have made, and will continue to make, to our Community Development Department will result in fostering new opportunities of communication and cooperation with our citizenry, particularly our business community. We look to renew and strengthen enduring relationships with businesses and residents. We will better our communication with them as we enhance customer service. Partnerships are critical in this regard, and we are committed to leading the way.

- Service delivery: finding efficiencies in the manner and method of the services we provide has been a tenet of ours since my tenure as City Manager began. This year will be no different as we look to reduce costs through the implementation of best practices, including harnessing opportunities presented through advancements in technology. Additionally, we look to take on the challenge of expanding our customer service responsibilities, incorporating all commercial solid waste billing.

- Restructuring long-term obligations: as was mentioned earlier, analyzing our entire obligation portfolio will be a critical focus. Therein lies opportunity to free up future resources to maintain service levels beyond the current year. This includes taking a close look at pension and OPEB cost structures and strategies to reduce them.

- Maintaining a strong push for economic development: we must maintain our involvement in promoting not only our city, but the region. Collaboration has always been the key, and pushing forward will take strong will and determination from every stakeholder. The City will continue to lead in this endeavor.

- Implementing self-funded health insurance: as a proud part of a forward-thinking Risk Management collaborative, REMIF, we look forward to implementing a new

program to provide high-quality health insurance coverage to the City's employees at a substantially reduced cost. It will be a tremendous undertaking, but well worth the effort.

FINANCIAL HIGHLIGHTS

I am proud to present a balanced operating budget for fiscal year 2015-16. Through the use of regular revenues to fund ongoing costs, as well as one-time revenues to fund irregular or one-time expenditures, the general fund remains well capitalized with a strong reserve, while water and sewer funds strengthen further, even engaging in capital projects nearly impossible to fund with existing revenues just a few years ago.

REVENUES:

General revenues driven by sales tax continue to improve. Sales tax is our most important revenue source and the reason our focus on economic development is so critical. We have taken a careful approach at estimating where these revenues might lead and monitor them quarterly.

- Sales tax revenues – including those derived from Measure I – continue to trend positively. We estimate this source to increase by 2-3 percent from the prior fiscal year, largely due to greater consumer spending in the City's transportation sector. The trend in this particular area of sales tax generation, however, is showing signs of weakness as gas prices continue to remain low. Revenue estimations may need to be revised at mid-year if prices remain lower relative to years past.

- Property tax revenue in fiscal year 2015-16 will remain steady with little effective growth. It is the second most influential general revenue source but a distant one compared to sales tax. Regardless, as the housing market continues to improve, so does the City's fiscal well-being.

- State and federal public safety grants will be maintained in fiscal year 2015-16. This is a significant resource to support our Police Department, without which the City would face significant difficulty maintaining public safety service levels. We expect to continue receiving revenue from this source into fiscal year 2016-17.

- Franchise fees, permit fees, fees for service, and other charges are expected to remain flat over the course of the fiscal year with possible decrease. These revenues go to support general City operations, such as building, engineering, and planning services.

- All other general fund revenues are estimated to remain relatively unchanged from the prior fiscal year. The biggest difference from prior years reflects an accounting revision to how trash billings will be handled.

The City will continue to serve as the Successor Agency to the former RDA and will be entitled to an administrative allowance to offset operating costs associated with the dissolution of the agency and the retirement of its obligations. This is an important financial resource to the City in ensuring a smooth transition away from redevelopment, but it is at risk of further state intervention and changes to redevelopment law.

Water and sewer enterprise activities will continue to experience increased costs; however, the restructured water and sewer rate schedules will continue to sustain these enterprise activities, with a focus on infrastructure rehabilitation and reserve building.

Funding from other agencies is expected to decrease with the loss of Indian gaming money and reduced highway user tax (HUTA) allocations.

We will continue to evaluate and recommend changes to the City's fee structure to ensure fiscal sustainability in those activities that have specific benefit to users. Also, we expect to reach finality on the issue of the South Main Street annexation and in other areas that promote responsible and effective community growth.

Finally, we will continue to explore new sources of revenue aggressively to ensure the City can maintain vital services to the community, including public safety, infrastructure improvements, and parks and recreation.

EXPENDITURES:

The management team has been relentless in making sure that the City's budget remains structurally balanced. This was accomplished through a team effort.

The following are changes of note in fiscal year 2015-16:

- Total city-wide revenues will increase by over $3.2 million, primarily resulting from USDA grant and loan proceeds.
- Salaries and benefits will increase by over 14 percent ($601K) from filling vacant, budgeted positions and to cover increased health and pension costs. Please see the personnel schedule later in this document for additional detail on recommended staffing changes.
- Operating expenditures will decrease by nearly 20 percent ($795K) resulting primarily from an accounting change to how the City passes revenue to its franchise solid waste hauler. However, reductions in this class are also the product of decreased professional services in support of USDA projects as well as the use of temporary staffing help.
- Loans and grants will increase by 61 percent (205K) as we look to fully implement our business loan program, funded by the recently awarded CDBG grant of $400,000.
- Capital expenditures are expected to total more than $10.9 million as we complete the majority of USDA water and sewer projects, various road improvements, Carnegie Library renovation, and well as the Downtown Main Street revitalization, all of which are vital to our economic development efforts.

CAPITAL HIGHLIGHTS

This Budget includes a comprehensive Capital Improvement Program (CIP) project adopted by Council in the 2013-14 fiscal year. The CIP includes estimated funding sources; however, available or anticipated funding sources may not be sufficient to meet all the needs identified therein. Our goal is to focus on those projects which will yield the greatest return on investment or that are in the most urgent need of attention. Grant funding is something where we will spend more time in identifying and procuring.

I am recommending specific projects and capital outlays for 2015-16 that represent the most critical of the City's needs and the best use of resources for capital purposes. The following are some of particular note. A full list can be found in the Budget in Brief Section.

ROAD PROJECTS:

Roads	Cost
Downtown Main Street revitalization	1,925,000
Bevins Street Rehab	330,000
South Main Street	61,000
Pothole repair and misc	50,000
Eleventh Street - dig-outs, crack repair, striping, etc.	20,000
Beach Street Overlay	8,000
Valley gutter at Lakeport Blvd and S. Main	8,000
Total	2,402,000

INFRASTRUCTURE:

Infrastructure	
USDA Sewer Project	4,000,000
USDA Water Project	2,500,000
Lakeshore Storm Damage Repair	775,000
Carnegie Library rehab	300,000
Water main replacement - Giselman	180,000
Storm Drain Repair, North Main (USDA project)	150,000
Sewer main replacement, First Street	25,000
Storage bulding, pumps	15,000
Sewer main replacement, Second Street	11,000
Total	7,956,000

VEHICLES AND EQUIPMENT:

Equipment/Other	
Patch truck - lease	60,000
Generator replacement, S7 40kw 1970	35,000
Generator replacement, S14 30kw 1961	30,000
Utility Wagon - PW Director	27,000
Community Development software, Smartgov	20,000
Sewer camera	19,000
A/V and technology improvements	15,000
Telephone system replacement - City-wide	15,000
Total	221,000

The capital outlay plan that I have proposed, unfortunately, is not sustainable with ongoing resources beyond this upcoming year and is funded almost entirely out of one-time sources, including long-term, low-interest loans and grants. It does not result in a reduction of spending elsewhere. No new additional staff are expected to be needed to complete these projects, as most of the work will be done by outside contractors. Nonetheless, it is a critical investment for us to make in addressing our aging infrastructure and to support our efforts to grow our local economy.

ECONOMIC DEVELOPMENT

Local businesses have suffered tremendously over the past several years, and the focus of our economic development efforts must remain on business retention. The City's commitment to economic development must be maintained through active advisement by the Lakeport Economic Development Advisory Committee (LEDAC) and in collaboration with the Main Street Association, the Chamber of Commerce, and the County's marketing program.

Staff has been very active in pursuing a regional economic development approach. The County of Lake, with approximately 64,000 population, is not much more populated that a mid-size city in California. It is important for both the cities of Lakeport and Clearlake to partner with the County of Lake in marketing and promoting the area through a regional approach. As funding becomes scarce for activities outside of core municipal services, the need for regional cooperation becomes more apparent. A working group from both cities and the County continues with regular meetings to discuss the opportunities and the structure of a regional economic entity. It is important to remember that as our regional partners prosper, so do we.

At this time the City has approximately $2 million in redevelopment bond proceeds, $1.9 million of which I am recommending be targeted at Downtown Main Street for the coming year. This will grow our efforts to promote economic development, tourism, and economic vitality for the City.

Financial Position

During the five years that I have been with the City of Lakeport, my approach to the budget process has been conservative in estimating available resources and diligent in controlling spending. This has led to a current projected year-end surplus and fortification of the City's general fund reserve. We estimate the total reserve to begin the 2015-16 fiscal year at 62 percent of budgeted appropriations, general reserves being at the requisite 25 percent. The Management Team has been dedicated to cost savings whenever possible and watchful of their expenditures so that the need of use of reserves is limited, if necessary at all.

I am proposing a balanced general fund for fiscal year 2015-16 with a recommended use of an estimated surplus from the past four fiscal years of $304,671. This will result in an estimated budgetary surplus of $29,739, which I recommend be retained as reserve for future use or to maintain budgetary appropriations should revenue estimates come up short. I believe the current reserve is adequate to ensure financial stability and do not recommend adding to it beyond that purpose. Beyond use of the past surplus, I am not recommending any additional use of the reserves.

As was forecast in the utility rate study, the water operating fund is expected to be adequate to fund operations. With the revenues from the rate restructuring, I expect water enterprise operations to continue recapitalizing its reserves with funding available for additional investments in infrastructure and other capital items.

The sewer operating fund is expected to be in a more favorable position, as current operational costs should be less than available revenues from customers. Like the water enterprise, the sewer operating fund will be devoted to building up the reserve and engaging in much need capital improvements beyond those funded by the USDA.

Looking Ahead

My recommended 2015-16 budget is a prudent and careful expenditure plan focusing on project completion and service effectiveness. Some of it is funded by one-time revenue sources - such as grant and loan funding - and available fund balance that has accumulated from past budgetary surpluses. However, operationally, it is structurally balanced and sustainable.

As noted last year, our activities related to capital investment were not sustainable in the long-term. New projects, funded by general revenues in particular, will be increasingly difficult to plan and execute. What we have done and will complete this year was absolutely necessary. Finding new resources to push future capital projects forward will be just as necessary. With prudent fiscal, operational, and capital management, however, our efforts to work together for our community's success will bear fruit.

I want to thank the entire staff of the City of Lakeport for the hard work and endurance they've demonstrated over the last few years. I have been impressed by what they've achieved with such limited resources. To my Management Team, I owe particular thanks. Preparation of this budget would not have been possible without their planning efforts and willingness to work collaboratively with the City's best interest at heart.

And to the City Council, again I praise you for the leadership you have demonstrated and extend my sincerest gratitude for the trust you place in your professional management team. As always, your support makes our job more rewarding and compels us to perform at our best.

Respectfully,

Margaret Silveira
City Manager

COMMUNITY PROFILE

LAKEPORT, CALIFORNIA

Incorporated
April 30, 1888

Government
Lakeport is a general law city operated under a council-manager form of government.

Location
Lakeport is located on the western shore of Clear Lake, 120 miles north of San Francisco and 125 miles northwest of Sacramento, the state capital.

County
Lake (Lakeport is the county seat)

Area
3.1 square miles

Elevation
Lakeport lies 1,335 feet above sea level.

The City
The City of Lakeport was incorporated on April 30, 1888 as a general law city. As the administrative seat for the County of Lake, and with a residential population of more than 4,750 in a 3.1 square-mile area, Lakeport is graced with a strong business base and a well-established residential community.

The City of Lakeport is a partial service city (as opposed to full service) in that it provides most typical municipal functions, including public safety, public works, community development, and parks and recreation. In addition, the City provides water and wastewater services. It does not provide library or fire protection services, as those are activities of the County of Lake and the Lakeport Fire Protection District, respectively. Lakeport operates under a council-manager form of government, whereby the council serves as the legislative body and the City Manager as its executive.

Governance
The Lakeport City Council consists of five members, elected at-large to four-year staggered terms. Council members must be residents of the City. The positions of Mayor and Mayor Pro Tem are chosen by the Council through its own policy. The Mayor conducts the

Council meetings and represents the City in ceremonial occasions.

The City Council serves as the policy board for the municipality. It provides policy direction, establishes goals, and sets priorities for the City government. In addition to serving as the policy makers for the community, the City Council also is responsible for numerous land use decisions within its borders, including the General Plan. The City Council appoints the City Manager, City Attorney, City Clerk, and all members of advisory boards and commissions.

Fourth of July over Clear Lake, Library Park

Local Economy
Lakeport is a travel- and recreation-oriented community and fortunate to have a large area serving as a hub for recreational activities for Lake County.

The Lakeport business environment is positive and well organized. Driven by an active chamber of commerce and Main Street business association, local businesses are community-oriented and engaged in City-business partnerships, including Main Street renovations, façade improvements, events and promotions.

The City's permanent retail trade area population is approximately 35,000 people with 45,000 within a 10-mile radius. Lakeport's historic downtown area is the center of commercial activity within the community, and is a *California Main Street City*. There are also commercial areas along Lakeport Boulevard, Parallel Drive, Eleventh Street, North High Street, and South Main Street.

Small Town Charm
Lakeport is located on the west shore of Clear Lake about two hours north of San Francisco and two hours northwest of Sacramento. The City has a distinctive, small-town character with strong community values and an emphasis on promoting quality of life. As a tourist and recreational destination, the City hosts numerous activities and events year-round, including world-class bass fishing, wine festivals, cultural entertainment, and concerts in the park, biking, water sports, bird watching, museums, fine dining, and much more.

Lakeport is known for its beautifully restored historic downtown, an inviting lakeside park, quiet residential neighborhoods and friendly people. Free public boat ramps, water sports equipment rentals, and a lively mix of restaurants, shops, B&Bs and vacation home rentals make the town an ideal place to visit.

As the oldest incorporated community in Lake County, and as the county seat, the City acts as the regional center of commerce and governmental activity for the area. State High - ways 20, 29, and 175 provide scenic access to the area. Lampson Airport is located about two miles to the south.

Local Farmers Market

Lake County Fair, Lakeport

Recreation and Entertainment
A year-long schedule of special events include summer concerts at Library Park along beautiful Clear Lake near downtown, the annual Taste of Lakeport in mid-August, Oktoberfest, The Wine Adventure, the Children's Pet Parade, a duct tape boat race, an amphibious airplane fly-in, a wooden boat show, concerts, plays and films at the historic community theatre, and fireworks on the lake on the 4th of July.

City of Lakeport, California
Principal Employers
2014

Employer	2014-15 Employees	Rank	Percentage of Top 10 Employment
County of Lake	832	1	24.9%
Sutter Lakeside Hospital	370	2	11.1%
St. Helena Hospital Clearlake (formerly Redbud)	370	3	11.1%
Robinson Rancheria Resort & Casino	325	4	9.7%
Calpine Corp.	280	5	8.4%
Twin Pine Casino	263	6	7.9%
Wal-Mart	260	7	7.8%
Shannon Ranches Inc.	235	8	7.0%
Harbin Hot Springs	218	9	6.5%
Kelseyville Unified School District	195	10	5.8%
Total	3,348		100.0%

Notes:
** Information presented is for the Lake County Region, Major Lake County Employers. Separate data is not available for the City of Lakeport.

Labor Force
Approximately 2,320

Largest Employment Sectors
Local government
Healthcare
Recreation
Energy
Agriculture (wine)

Employment
Within ten miles, there is a diverse labor force specializing in such occupations as sales, technical and professional services, education and government services, and other specialties. The largest employment sectors in the Lakeport area are: government (federal, state, and local); education; and the service and retail trades. The agricultural and construction sectors are important and the transportation/public utilities, wholesale trade, finance/insurance/real estate and manufacturing sectors round out the employment picture.

Approximately 45 percent of all jobs in the county are located in the Lakeport area.

Live, Work, Play
Lakeport offers great access to Clear Lake —the largest natural lake located entirely within California—with numerous free public boat ramps, making it popular for fishing, bird watching, sailing, and other activities. Motels, bed-and-breakfast inns, campgrounds, and vacation rental accommodations are available.

With a broad array of entertainment, quality housing and accommodations, unique events, and friendly people, Lakeport offers plenty to young and old while maintaining the quintessential charm of a small town. Parents enjoy excellent schools and many extracurricular activities for their children. Additionally, Mendocino College offers a number of classes year-round at its Lakeport campus. Lakeport's wonderful weather and exceptional environment make it quite simply a great place to live, work, and play.

Quality of Life

BUDGET IN BRIEF

This is an introductory section meant to summarize information for the reader in a succinct and more readily comprehensible way.

CITY-WIDE COMPARED

This is a comprehensive summary of the City as a whole, as recommended in fiscal year 2015-16. All budgeted funds are included in this synopsis.

Fiscal Year 2015-16
City-Wide Comparison

	Fiscal Year Ended			
Account Class	2013-14 Actual	2014-15 (Estimated) Actual	2015-16 Recommended	2015-16 Adopted
Revenue				
Taxes	$ 4,072,100	$ 4,056,239	$ 4,209,670	$ 4,209,670
Franchise Fees	193,208	192,480	188,000	188,000
Licenses	66,410	96,000	96,550	96,550
Permits	81,490	92,550	92,500	92,500
Fines, Forfeitures, Penalties	38,670	44,296	15,500	15,500
Use of Money and Property	167,461	223,299	267,870	267,870
Other Agencies	489,354	223,327	179,863	179,863
Federal Funding	85,790	4,556,858	6,863,500	6,863,500
State Funding	169,473	211,370	927,178	927,178
Charges for Service	4,283,198	4,724,154	5,182,752	5,182,752
Other	448,082	532,064	170,102	170,102
Total	10,095,236	14,952,637	18,193,485	18,193,485
Expenditures				
Salaries and Benefits	4,162,130	4,186,909	4,788,560	4,788,560
Operations	3,522,948	4,146,308	3,351,438	3,351,438
Loans/Grants	48,417	127,113	332,500	332,500
Debt Service	1,008,360	1,154,757	1,526,730	1,526,730
CIP	735,822	5,165,671	10,923,777	10,923,777
Total	9,477,677	14,780,758	20,923,005	20,923,005
Change in total fund balance	$ 617,559	$ 171,879	$ (2,729,520)	$ (2,729,520)

GENERAL FUND COMPARED

This is a comprehensive summary of the general fund, as proposed in fiscal year 2015-16. Revenues and expenditures are expected to equal with the use of reserves from past budgetary surpluses to be used for one-time purposes.

Fiscal Year 2015-16
General Fund Comparison

	Fiscal Year Ended			
Account Class	2013-14 Actual	2014-15 (Estimated) Actual	2015-16 Recommended	2015-16 Adopted
Revenue				
Taxes	$ 3,134,093	$ 3,133,957	$ 3,267,551	$ 3,267,551
Franchise Fees	193,921	192,480	188,000	188,000
Licenses	66,410	96,000	96,550	96,550
Permits	81,490	92,550	92,500	92,500
Fines, Forfeitures, Penalties	38,670	44,296	15,500	15,500
Use of Money and Property	123,397	182,319	211,120	211,120
Other Agencies	323,462	71,109	65,000	65,000
Federal Funding	14,363	3,264	3,500	3,500
State Funding	100,161	110,553	100,500	100,500
Charges for Service	496,692	508,100	90,510	90,510
Other	68,450	78,351	79,302	79,302
Use of Fund Balance	-	580,126	304,671	304,671
Transfers In	1,349,233	100,000	257,674	257,674
Total	5,990,342	5,193,105	4,772,378	4,772,378
Expenditures				
Salaries and Benefits	2,390,704	2,486,173	2,785,465	2,785,465
Operations	1,555,367	1,679,729	1,272,007	1,272,007
Debt Service	71,519	-	-	-
CIP	280,896	695,532	390,667	390,667
Transfers Out	431,397	27,000	294,500	294,500
Total	4,729,883	4,888,434	4,742,639	4,742,639
Surplus (Deficit)	$ 1,260,459	$ 304,671	$ 29,739	$ 29,739

Fiscal Year 2015-16
General Fund, Fund Balance Detail

	Fiscal Year Ended			
Classification	2013-14 Actual	2014-15 (Estimated) Actual	2015-16 Recommended	2015-16 Adopted
Nonspendable:				
Interfund loan: water fund	$ 700,000	$ 700,000	$ 700,000	$ 700,000
Interfund loan: other	387,478	383,475	383,475	383,475
	1,087,478	1,083,475	1,083,475	1,083,475
Restricted:				
PD asset forfeiture - regular	18,434	20,303	17,303	17,303
PD asset forfeiture - gang	4,569	4,569	4,569	4,569
	23,003	24,872	21,872	21,872
Committed:				
Revenue stablization	181,604	402,908	362,095	362,095
	181,604	402,908	362,095	362,095
Assigned:				
General reserves	1,137,178	1,222,109	1,185,660	1,185,660
Debt service reserve	-	-	110,000	110,000
Capital projects	250,000	-	-	-
Prior-year encumbrances	634,226	304,671	-	-
	2,021,404	1,526,780	1,295,660	1,295,660
Unassigned:				
	-	-	-	-
Total fund balance	$ 3,313,489	$ 3,038,034	$ 2,763,102	$ 2,763,102

Definitions:

Nonspendable: funds that are not available for current use, typically loan receivables.
Restricted: funds that have use limitations dictated by the funding source.
Committed: funds that have been earmarked or identified by Council through ordinance or a binding resolution.
Assigned: funds that have been identified and earmarked by City Management or the Council through the budget process.
Unassigned: all other funds which are not subject to the classifications above.

HISTORICAL REVENUE SUMMARY

This table illustrates from where and by how much revenues have come into the City over the last four years compared to fiscal year 2015-16.

Fiscal Year 2015-16
Revenue Summary by Fund

FUND NO.	FUND NAME	ACTUAL EXPENDITURES 2011-12	ACTUAL EXPENDITURES 2012-13	ACTUAL EXPENDITURES 2013-14	ESTIMATED EXPENDITURES 2014-15	BUDGET EXPENDITURES 2015-16
110 -	GENERAL FUND	$ 4,272,850	$ 4,389,799	$ 4,641,109	$ 4,512,979	$ 4,210,033
	CAPITAL PROJECTS FUND					
130 -	GENERAL CAPITAL IMPROVEMENT	-	5,855	12,451	1,095,000	-
	DEBT SERVICE FUNDS					
140 -	DEBT SERVICE FUND	-	-	-	-	-
	SPECIAL REVENUE FUNDS					
202 -	PARKLAND DEDICATION FUND	9,000	8,707	-	-	-
203 -	2105 GAS TAX FUND	149,219	135,039	166,397	152,718	115,363
207 -	PROP 172 PUBLIC SAFETY TAX	38,090	20,600	31,331	21,030	21,000
209 -	LAKEPORT HOUSING PROGRAM FUND	7,183	9,528	7,027	39,779	9,500
210 -	ECON RLF RE-USE FUND	3,036	70,001	121,927	36,500	189,500
211 -	BSCC LAW ENFORCEMENT GRANT	-	60,568	69,458	101,017	101,200
219 -	LOW-MOD HOUSING	7,129	2,803	5,355	12,000	-
228 -	HOUSING REVOLVING LOAN (RLA)	23,695	970	(600)	45,339	25,000
232 -	EMERGENCY HOUSING ASSIST FUND	53	620	11	33	-
233 -	ECON RLF REUSE MICRO RLA FUND	-	14	3	-	-
234 -	BUS LOAN STABLIZ PROG FUND	1,456	489	5,433	3,000	5,300
238 -	CDBG HOUSING GRANT 2010	915	365,342	559	750	-
239 -	HOME PROGRAM INCOME	-	-	1,630	554	-
240 -	2012 HOME GRANT	-	241	58,976	108,594	210,000
401 -	TENTH ST DRAINAGE FUND	268	262	134	-	300
402 -	LAKEPORT BLVD IMPRVMNT FUND	368	359	184	-	400
403 -	SOUTH MAIN ST IMPRVMNT FUND	179	190	98	-	250
407 -	PARKSIDE TRAFFIC MITIG IMPACT	-	53	27	-	50
408 -	PARALLEL/BEVINS STORM MAINT	-	19,855	31	-	50
409 -	FORBES CREEK TRAIL FUND	-	96	-	-	-
410 -	LAKESHORE STORM DAMAGE RPR	196	289	15	-	725,678
414 -	STORM DRAINAGE FUND	433	8,424	559	750	500
415 -	LAKESHORE BLVD HSIPL (SAFETY)	-	266	1	-	-
	Total special revenue	980,499	704,716	468,556	522,064	1,404,091

(Continued)

ENTERPRISE FUNDS						
501 - WATER UTILITY M & O FUND*		1,514,268	1,478,981	1,683,392	1,833,371	4,688,063
502 - WATER EXPANSION FUND*		367,840	253,785	473	1,000	500
504 - USDA WATER PROJECT FUND*		-	-	1,657	3,000,000	-
601 - CLMSD UTILITY M & O FUND*		1,989,274	1,768,830	2,188,146	2,463,433	6,696,701
602 - CLMSD EXPANSION FUND*		5,192	428,216	11,910	2,500	2,500
604 - USDA SEWER PROJECT FUND*		-	-	-	350,000	-
605 - CLMSD ASSMNT DIST 91-1 FUND*		369,069	385,585	300,526	337,500	347,500
Total enterprise		4,101,085	4,315,397	4,186,104	7,987,804	11,735,264
INTERNAL SERVICE FUNDS						
701 - RISK MANAGEMENT FUND*		-	80,028	232,823	307,758	307,578
FIDUCIARY FUNDS						
702 - SPECIAL DEPOSIT FUND**		-	-	-	-	-
705 - RDA OBLIGATION RETIREMENT FUND*	1	59,752	411,078	554,193	527,032	536,519
801 - OPEB AGENCY FUND**	2	127,003	-	-	-	-
Total fiduciary		427,447	411,078	554,193	527,032	536,519
Total		$ 9,781,881	$ 9,906,873	$ 10,095,236	$ 14,952,637	$ 18,193,485

1 This is a private purpose trust fund which does not recognize revenues or expenses but rather additions and deductions.
2 Agency funds do not recognize revenues or expenses but rather additions and deductions.
* Does not inlcude transfers in

HISTORICAL EXPENDITURE SUMMARY

This table illustrates to where and by how much resources have been used by the City over the last four years compared to fiscal year 2015-16.

Fiscal Year 2015-16
Expenditure Summary by Fund

FUND NO.	FUND NAME	ACTUAL EXPENDITURES 2011-12	ACTUAL EXPENDITURES 2012-13	ACTUAL EXPENDITURES 2013-14	ESTIMATED EXPENDITURES 2014-15	BUDGET EXPENDITURES 2015-16
110 -	GENERAL FUND	$ 4,043,879	$ 3,932,863	$ 4,298,486	$ 4,861,434	$ 4,448,139
	CAPITAL PROJECTS FUND					
130 -	GENERAL CAPITAL IMPROVEMENT	4,810	-	7,641	1,195,000	1,925,000
	DEBT SERVICE FUNDS					
140 -	DEBT SERVICE FUND	-	-	-	-	277,000
	SPECIAL REVENUE FUNDS					
202 -	PARKLAND DEDICATION FUND	63,201	3,149	-	-	-
203 -	2105 GAS TAX FUND	6,189	132,833	137,495	39,500	370,000
207 -	PROP 172 PUBLIC SAFETY TAX	33,043	28,805	8,036	20,000	20,000
209 -	LAKEPORT HOUSING PROGRAM FUND	-	-	2,531	-	-
210 -	ECON RLF RE-USE FUND	2,332	78	34,943	12,600	480,000
211 -	BSCC LAW ENFORCEMENT GRANT	-	15,730	15,000	24,300	73,800
219 -	LOW-MOD HOUSING	108,013	-	3,975	-	10,000
228 -	HOUSING REVOLVING LOAN (RLA)	58,007	2,089	14,712	5,093	-
232 -	EMERGENCY HOUSING ASSIST FUND	9,943	173	-	1,149	6,000
233 -	ECON RLF REUSE MICRO RLA FUND	-	2,625	-	-	1,500
234 -	BUS LOAN STABLIZ PROG FUND	68	-	-	-	-
238 -	CDBG HOUSING GRANT 2010	7,761	(126,457)	71,513	-	-
239 -	HOME PROGRAM INCOME	-	-	-	473	-
240 -	2012 HOME GRANT	-	241	58,735	127,113	190,000
401 -	TENTH ST DRAINAGE FUND	-	-	-	-	-
402 -	LAKEPORT BLVD IMPRVMNT FUND	-	-	-	-	-
403 -	SOUTH MAIN ST IMPRVMNT FUND	-	-	-	-	61,000
407 -	PARKSIDE TRAFFIC MITIG IMPACT	-	-	-	-	-
408 -	PARALLEL/BEVINS STORM MAINT	-	-	-	-	-
409 -	FORBES CREEK TRAIL FUND	-	-	-	-	-
410 -	LAKESHORE STORM DAMAGE RPR	-	-	-	-	775,000
414 -	STORM DRAINAGE FUND	34,630	14,129	-	15,000	150,000
415 -	LAKESHORE BLVD HSIPL (SAFETY)	-	-	(527)	792	-
	Total special revenue	980,499	73,395	346,413	246,020	2,137,300

(Continued)

ENTERPRISE FUNDS						
501 - WATER UTILITY M & O FUND*		1,707,770	1,621,639	1,612,826	1,801,231	2,220,392
502 - WATER EXPANSION FUND*		-	9,888	-	75,203	75,203
504 - USDA WATER PROJECT FUND*		27,365	36,808	408,833	3,001,780	2,500,000
601 - CLMSD UTILITY M & O FUND*		2,014,243	1,590,384	1,715,052	2,180,903	2,267,673
602 - CLMSD EXPANSION FUND*		-	-	-	-	-
604 - USDA SEWER PROJECT FUND*		28,334	24,353	179,907	300,000	4,000,000
605 - CLMSD ASSMNT DIST 91-1 FUND*		323,373	183,431	207,374	307,000	307,875
Total enterprise		4,101,085	3,466,503	4,123,992	7,666,117	11,371,143
INTERNAL SERVICE FUNDS						
701 - RISK MANAGEMENT FUND*		-	80,028	232,823	307,758	307,578
FIDUCIARY FUNDS						
702 - SPECIAL DEPOSIT FUND**		-	-	-	-	-
705 - RDA OBLIGATION RETIREMENT FUND*	1	-	711,857	468,322	504,429	456,845
801 - OPEB AGENCY FUND**	2	427,447	-	-	-	-
Total fiduciary		427,447	711,857	468,322	504,429	456,845
Total		$ 9,557,720	$ 8,264,646	$ 9,477,677	$ 14,780,758	$ 20,923,005

1 This is a private purpose trust fund which does not recognize revenues or expenses but rather additions and deductions.
2 Agency funds do not recognize revenues or expenses but rather additions and deductions.
* Does not inlcude transfers out

EXPENDITURES BY DEPARTMENT

This table illustrates how individual departments have been funded over the last four years as compared to fiscal year 2015-16. Non-Departmental accounts for all activities unrelated to a specific department, which typically include debt service for the water and sewer enterprises as well as the former redevelopment agency.

Fiscal Year 2015-16
Departmental Expenditure History Comparison

Name	Actual Expenditures 2011-12	Actual Expenditures 2012-13	Actual Expenditures 2013-14	Estimated Expenditures 2014-15	Budget Expenditures 2015-16
Non-Departmental	1,155,656	1,998,659	1,470,870	1,532,879	2,038,520
Legislative					
City Council	$ 90,418	$ 67,109	$ 65,948	$ 95,918	$ 97,642
Planning Commission	3,000	3,000	3,000	3,000	3,000
Administration	412,982	383,978	412,085	490,566	622,419
Economic Development	40,774	22,538	60,015	59,100	241,500
City Attorney	121,565	151,822	170,577	149,004	120,000
Finance and IT	414,213	427,349	436,653	553,767	650,595
Community Development					
Planning	188,572	208,797	178,301	274,178	2,235,913
Building	155,183	197,851	127,416	162,322	246,618
Housing	571,019	13,265	154,497	144,504	226,000
Engineering	307,365	276,951	592,314	2,132,649	128,385
Police	1,600,937	1,624,997	1,737,698	1,675,571	1,869,428
Public Works					
Administration and Compliance	-	-	-	-	546,632
Streets and Infrastructure	906,156	870,174	990,919	913,293	2,251,627
Parks, Buildings & Grounds	229,458	291,743	244,801	475,043	613,573
Westshore Pool	71,886	99,911	61,340	65,568	117,191
Water	1,790,292	1,339,193	1,159,267	2,670,479	3,781,195
Sewer	1,078,420	1,130,835	932,628	1,600,300	5,122,016
CLMSD Special Projects	-	-	-	41,593	10,750
Redevelopment	282,231	639,288	-	-	-
Total	$ 9,420,127	$ 9,747,460	$ 8,798,329	$ 13,039,734	$ 20,923,004

DEPARTMENT EXPENDITURE DETAIL

This table illustrates how departments have used resources in the performance of their appropriated functions over time, compared the proposed appropriations for fiscal year 2015-16.

Fiscal Year 2015-16
Expenditure Detail by Department

		Uses					
Name	No.	Salaries and Benefits	Operations	Loans/ Grants	Debt Service	Capital Outlay	Total
Non-Departmental	0000	$ 75,360	$ 436,430	$ -	$ 1,526,730	$ -	$ 2,038,520
City Council	1010	54,617	45,025	-	-	1,000	100,642
Administration	1020	519,502	98,267	-	-	4,650	622,419
Economic Development	1054	-	90,000	151,500	-	-	241,500
City Attorney	1030	-	120,000	-	-	-	120,000
Finance and IT	1041	419,168	195,167	-	-	36,260	650,595
Community Development:							
Planning	1050	220,846	77,444	-	-	1,937,623	2,235,913
Building	1051	185,809	37,686	-	-	23,123	246,618
Housing	1053	20,000	25,000	181,000	-	-	226,000
Engineering	1052	-	126,830	-	-	1,555	128,385
Police	2010	1,472,428	361,000	-	-	36,000	1,869,428
Public Works:							
Administration and Compliance	3010	546,632	-	-	-	-	546,632
Streets and Infrastructure	3020	337,598	296,526	-	-	1,617,503	2,251,627
Parks, Buildings & Grounds	3030	107,772	130,498	-	-	375,303	613,573
Westshore Pool	3050	60,570	48,371	-	-	8,250	117,191
Water O&M	3060	471,533	600,952	-	-	2,708,710	3,781,195
Sewer O&M	3070	285,975	662,241	-	-	4,173,800	5,122,016
CLMSD Special Projects	3071	10,750	-	-	-	-	10,750
	Total	$ 4,788,560	$ 3,351,437	$ 332,500	$ 1,526,730	$ 10,923,777	$ 20,923,004

SOURCES AND USES FOR FISCAL YEAR 2015-16

The following two tables illustrate where revenues are estimated to derive for each budgeted City fund and where those financial resources are recommended be applied, allocated by broad categories, such as salaries and benefits, operations, loans and grants, debt service, and capital improvements.

Such categories are characterized further as follows:

- Salaries and benefits include salaries and wages of full- and part-time employees, healthcare premiums, City retirement contributions, overtime and standby costs, etc.
- Operations include costs associated with day-to-day activities, professional services, insurance costs, and travel and training.
- Debt service pertains to any regular payments on bonds, loans, leases, or other long-term obligations. Generally, all debt service is managed in non-departmental.
- Housing loans/grants are issued by the City through grant funding received from the state and federal governments. They typically are found only in the economic and housing divisions of the City Manager's Office and Community Development Department, respectively.
- Capital outlay typically identifies any expenditures related to semi-regular purchases, such as computer and technology, office equipment, building improvements, and other items that are capitalized and depreciated.

SOURCES

Fiscal Year 2015-16
Sources Detail by Fund

Fu	Description	Sources: Taxes	Franchise Fees	Licenses	Permits	Fines Forfeitures Penalties	Use of Money & Property	Other Agencies	Federal Funding	State Funding	Charges for Service	Other	Use of Fund Balance	Additions	Transfers In	Total
110 - GENERAL FUND		$ 3,267,551	$ 188,000	$ 96,550	$ 92,500	$ 15,500	$ 211,120	$ 65,000	$ 3,500	$ 100,500	$ 90,510	$ 79,302	$ 304,671	$ -	$ 257,674	$ 4,772,378
Capital Projects Funds:																
130 - GENERAL CAPITAL IMPROVEMENT		-	-	-	-	-	-	-	-	-	-	-	-	-	2,000,000	2,000,000
Total capital project		-	-	-	-	-	-	-	-	-	-	-	-	-	2,000,000	2,000,000
Debt Service Funds:																
140 - DEBT SERVICE FUND		-	-	-	-	-	-	-	-	-	-	-	-	-	277,000	277,000
Total debt service		-	-	-	-	-	-	-	-	-	-	-	-	-	277,000	277,000
Special Revenue Funds:																
202 - PARKLAND DEDICATION FUND		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
203 - 2105 GAS TAX FUND		-	-	-	-	-	500	114,863	-	-	-	-	264,637	-	-	380,000
207 - PROP 172 PUBLIC SAFETY TAX		21,000	-	-	-	-	-	-	-	-	-	-	-	-	-	21,000
209 - LAKEPORT HOUSING PROGRAM FUND		-	-	-	-	-	-	-	-	-	-	9,500	-	-	-	9,500
210 - ECON RLF RE-USE FUND		-	-	-	-	-	500	-	150,000	-	-	39,000	-	-	40,000	229,500
211 - BSCC LAW ENFORCEMENT GRANT		-	-	-	-	-	200	-	-	101,000	-	-	-	-	-	101,200
219 - LOW-MOD HOUSING		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
228 - HOUSING REVOLVING LOAN (RLA)		-	-	-	-	-	-	-	-	-	-	25,000	-	-	-	25,000
232 - EMERGENCY HOUSING ASSIST FUND		-	-	-	-	-	-	-	-	-	-	-	6,000	-	-	6,000
233 - ECON RLF REUSE MICRO RLA FUND		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
234 - BUS LOAN STABLIZ PROG FUND		-	-	-	-	-	-	-	-	-	-	5,300	-	-	-	5,300
238 - CDBG HOUSING GRANT 2010		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
239 - HOME PROGRAM INCOME		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
240 - 2012 HOME GRANT		-	-	-	-	-	-	-	210,000	-	-	-	-	-	-	210,000
401 - TENTH ST DRAINAGE FUND		-	-	-	-	-	300	-	-	-	-	-	-	-	-	300
402 - LAKEPORT BLVD IMPRVMNT FUND		-	-	-	-	-	400	-	-	-	-	-	-	-	-	400
403 - SOUTH MAIN ST IMPRVMNT FUND		-	-	-	-	-	250	-	-	-	-	-	60,750	-	-	61,000
407 - PARKSIDE TRAFFIC MITIG IMPACT		-	-	-	-	-	50	-	-	-	-	-	-	-	-	50
408 - PARALLEL/BEVINS STORM MAINT		-	-	-	-	-	50	-	-	-	-	-	-	-	-	50
409 - FORBES CREEK TRAIL FUND		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
410 - LAKESHORE STORM DAMAGE RPR		-	-	-	-	-	-	-	-	725,678	-	-	-	-	40,000	765,678
414 - STORM DRAINAGE FUND		-	-	-	-	-	500	-	-	-	-	-	153,700	-	-	154,200
415 - LAKESHORE BLVD HSIPL (SAFETY)		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Special Revenue Funds		21,000	-	-	-	-	2,750	114,863	360,000	826,678	-	78,800	485,087	-	80,000	1,969,178
Enterprise Funds:																
501 - WATER UTILITY M & O FUND*		-	-	-	-	-	1,500	-	2,500,000	-	2,184,563	2,000	27,139	-	12,000	4,727,202
502 - WATER EXPANSION FUND*		-	-	-	-	-	500	-	-	-	-	-	-	-	-	500
504 - USDA WATER PROJECT FUND*		-	-	-	-	-	-	-	-	-	-	-	-	-	2,500,000	2,500,000
601 - CLMSD UTILITY M & O FUND*		49,600	-	-	-	-	47,000	-	4,000,000	-	2,600,101	-	-	-	20,500	6,717,201
602 - CLMSD EXPANSION FUND*		-	-	-	-	-	2,500	-	-	-	-	-	-	-	-	2,500
604 - USDA SEWER PROJECT FUND*		-	-	-	-	-	-	-	-	-	-	-	-	-	4,000,000	4,000,000
605 - CLMSD ASSMNT DIST 91-1 FUND*		335,000	-	-	-	-	2,500	-	-	-	-	10,000	-	-	-	347,500
Total Enterprise Funds		384,600	-	-	-	-	54,000	-	6,500,000	-	4,784,664	12,000	27,139	-	6,532,500	18,294,903
Internal Service Funds:																
701 - RISK MANAGEMENT FUND*		-	-	-	-	-	-	-	-	-	307,578	-	-	-	-	307,578
Total Internal Service Funds		-	-	-	-	-	-	-	-	-	307,578	-	-	-	-	307,578
Fiduciary Funds:																
702 - SPECIAL DEPOSIT FUND**		-	-	-	-	-	-	-	-	-	-	-	-	15,000	-	15,000
705 - RDA OBLIGATION RETIREMENT FUND*		536,519	-	-	-	-	-	-	-	-	-	-	-	-	-	536,519
801 - OPEB AGENCY FUND**		-	-	-	-	-	-	-	-	-	-	-	-	570,000	-	570,000
Total Fiduciary Funds		536,519	-	-	-	-	-	-	-	-	-	-	-	585,000	-	1,121,519
Total		$ 4,209,670	$ 188,000	$ 96,550	$ 92,500	$ 15,500	$ 267,870	$ 179,863	$ 6,863,500	$ 927,178	$ 5,182,752	$ 170,102	$ 816,897	$ 585,000	$ 9,147,174	$ 28,742,556

USES

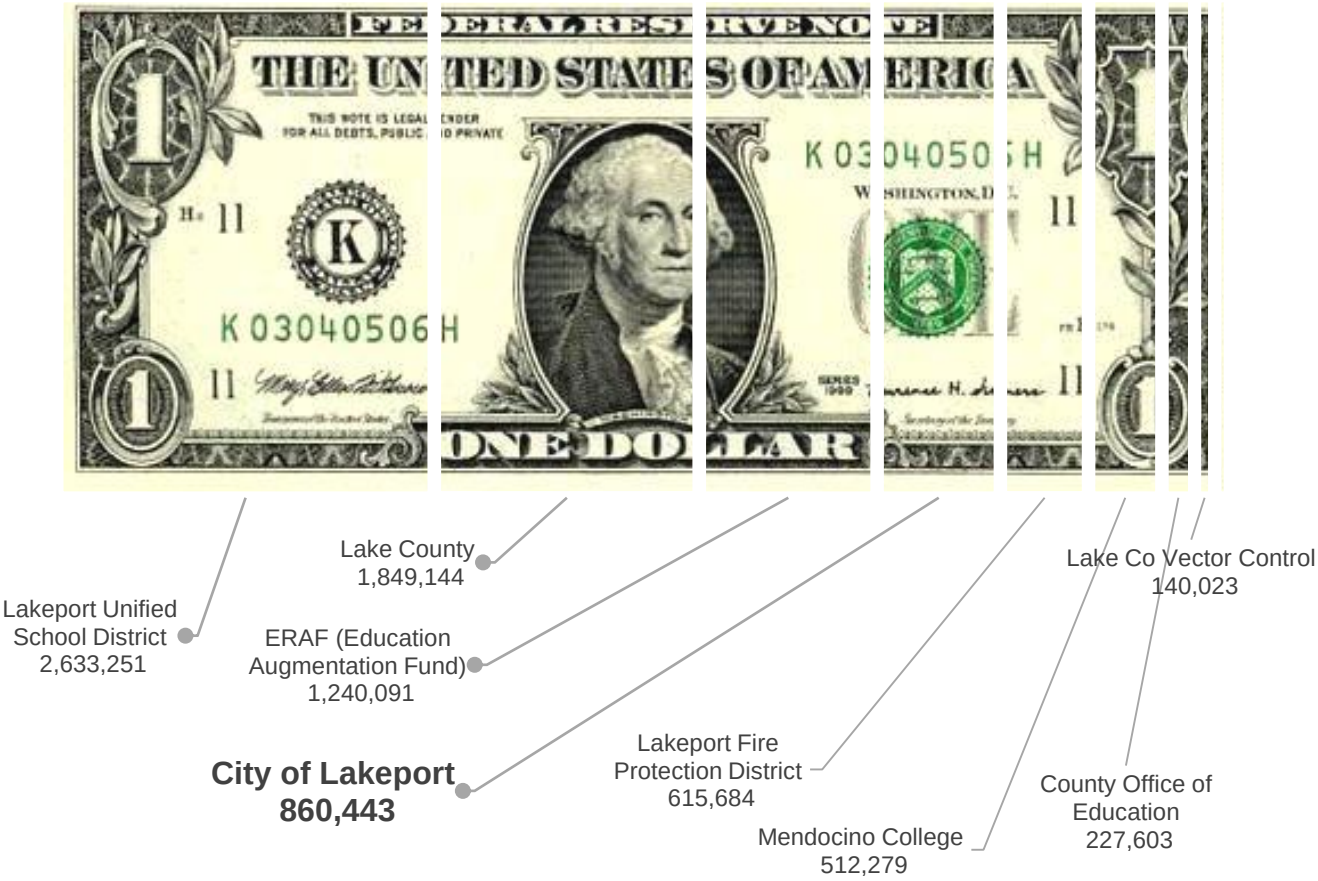
Fiscal Year 2015-16
Use Detail by Fund

Fund	Description	Uses: Salaries and Benefits	Operations	Loans/ Grants	Debt Service	Capital Outlay	Deductions	Transfers Out	Total
110 - GE	**General Fund**	$ 2,785,465	$ 1,272,007	$ -	$ -	$ 390,667	$ -	$ 294,500	$ 4,742,639
Capital Projects Funds:									
130 - GENERAL CAPITAL IMPROVEMENT		-	-	-	-	1,925,000	-	75,000	2,000,000
	Total capital project	-	-	-	-	1,925,000	-	75,000	2,000,000
Debt Service Funds									
140 - DEBT SERVICE FUND		-	-	-	277,000	-	-	-	277,000
	Total debt service	-	-	-	277,000	-	-	-	277,000
Special Revenue Funds:									
202 - PARKLAND DEDICATION FUND		-	-	-	-	-	-	-	-
203 - 2105 GAS TAX FUND		-	-	-	-	370,000	-	19,999	389,999
207 - PROP 172 PUBLIC SAFETY TAX		-	20,000	-	-	-	-	25,000	45,000
209 - LAKEPORT HOUSING PROGRAM FUND		-	-	-	-	-	-	9,500	9,500
210 - ECON RLF RE-USE FUND		-	30,000	150,000	-	300,000	-	15,000	495,000
211 - BSCC LAW ENFORCEMENT GRANT		-	73,800	-	-	-	-	55,000	128,800
219 - LOW-MOD HOUSING		-	10,000	-	-	-	-	-	10,000
228 - HOUSING REVOLVING LOAN (RLA)		-	-	-	-	-	-	40,000	40,000
232 - EMERGENCY HOUSING ASSIST FUND		-	-	6,000	-	-	-	-	6,000
233 - ECON RLF REUSE MICRO RLA FUND		-	-	1,500	-	-	-	-	1,500
234 - BUS LOAN STABLIZ PROG FUND		-	-	-	-	-	-	5,300	5,300
238 - CDBG HOUSING GRANT 2010		-	-	-	-	-	-	-	-
239 - HOME PROGRAM INCOME		-	-	-	-	-	-	-	-
240 - 2012 HOME GRANT		-	15,000	175,000	-	-	-	20,000	210,000
401 - TENTH ST DRAINAGE FUND		-	-	-	-	-	-	-	-
402 - LAKEPORT BLVD IMPRVMNT FUND		-	-	-	-	-	-	-	-
403 - SOUTH MAIN ST IMPRVMNT FUND		-	-	-	-	61,000	-	-	61,000
407 - PARKSIDE TRAFFIC MITIG IMPACT		-	-	-	-	-	-	-	-
408 - PARALLEL/BEVINS STORM MAINT		-	-	-	-	-	-	-	-
409 - FORBES CREEK TRAIL FUND		-	-	-	-	-	-	-	-
410 - LAKESHORE STORM DAMAGE RPR		-	-	-	-	775,000	-	-	775,000
414 - STORM DRAINAGE FUND		-	-	-	-	150,000	-	4,200	154,200
415 - LAKESHORE BLVD HSIPL (SAFETY)		-	-	-	-	-	-	-	-
	Total special revenue	-	148,800	332,500	-	1,656,000	-	193,999	2,331,299
Enterprise Funds:									
501 - WATER UTILITY M & O FUND*		858,957	757,898	-	360,927	242,610	-	2,500,000	4,720,392
502 - WATER EXPANSION FUND*		-	-	-	75,203	-	-	-	75,203
504 - USDA WATER PROJECT FUND*		-	-	-	-	2,500,000	-	-	2,500,000
601 - CLMSD UTILITY M & O FUND*		1,034,201	836,912	-	187,460	209,100	-	4,000,000	6,267,673
602 - CLMSD EXPANSION FUND*		-	-	-	-	-	-	-	-
604 - USDA SEWER PROJECT FUND*		-	-	-	-	4,000,000	-	-	4,000,000
605 - CLMSD ASSMNT DIST 91-1 FUND*		-	8,000	-	299,875	-	-	4,000	311,875
	Total enterprise funds	1,893,158	1,602,810	-	923,465	6,951,710	-	6,504,000	17,875,143
Internal Service Funds:									
701 - RISK MANAGEMENT FUND*		-	307,578	-	-	-	-	-	307,578
	Total internal service	-	307,578	-	-	-	-	-	307,578
Fiduciary Funds:									
702 - SPECIAL DEPOSIT FUND**		-	-	-	-	-	20,000	-	20,000
705 - RDA OBLIGATION RETIREMENT FUND*		109,937	20,243	-	326,265	400	-	2,079,675	2,536,520
801 - OPEB AGENCY FUND**		-	-	-	-	-	570,000	-	570,000
	Total fiduciary	109,937	20,243	-	326,265	400	590,000	2,079,675	3,126,520
	Total	$ 4,788,560	$ 3,351,438	$ 332,500	$ 1,526,730	$ 10,923,777	$ 590,000	$ 9,147,174	$ 30,660,179

PROPERTY TAX DISTRIBUTION

Property Tax Distribution
Where does your money go?

Total collection		$8,267,767
Lakeport Unified School District	31.85%	2,633,251
Lake County	22.37%	1,849,144
ERAF (Education Augmentation Fund)	15.00%	1,240,091
City of Lakeport	**10.41%**	**860,443**
Lakeport Fire Protection District	7.45%	615,684
Mendocino College	6.20%	512,279
County Office of Education	2.75%	227,603
Lake Co Vector Control	1.69%	140,023
Lakeport Muni Sewer	1.33%	109,697
Hartley Cemetery	0.96%	79,552
Total distribution	100.00%	$8,267,767



SALES TAX DISTRIBUTION

Sales Tax Distribution
Where does your money go?

Total collection			$11,593,995
State general fund	3.69	0.46	5,344,107
City of Lakeport	**1.50**	**0.19**	**2,173,874**
State local revenue fund	1.06	0.13	1,539,827
Local public safety fund	0.50	0.06	724,625
State local health fund	0.50	0.06	724,625
State general fund	0.25	0.03	362,312
State education protection fund	0.25	0.03	362,312
Transportation fund	0.25	0.03	362,312
Total distribution (% rate)	8.00		$11,593,995

State general fund
5,344,107

City of Lakeport
2,173,874

State local revenue fund
1,539,827

Local public safety fund
724,625

State local health fund
724,625

State general fund
362,312

State education protection fund
362,312

Transportation fund
362,312

MEASURE I

Fiscal Year 2015-16
Eligible Measure I Costs

Measure I: Transaction and Use Tax

Measure I, passed by a simple majority (50% plus 1) of Lakeport voters in November of 2004, is a general (unrestricted) transaction and use tax. A general, unrestricted tax is one that can be used to fund any program, function, service, or project at the discretion of the City Council. It is not a special, restricted tax, which would require approval of two-thirds of the voting public. Measure J, passed in conjunction with Measure I, was a distinctly separate, advisory measure indicating the voting public's preference for the use of Measure I proceeds. The language for the two ballot measure was as follows:

Ballot Measure "I":
"Shall the City of Lakeport enact a one-half cent sales tax for City facilities, services and programs?"

Advisory Measure "J":
"If Measure "I" is approved, should the proceeds fund repair and maintenance of City streets, park and community service facilities, and expand public services and programs?"

Estimated Revenue	**2015-16**
Measure I: Transaction and Use Tax	$730,893

Fiscal Year 2015-16 Recommended Uses and Projects	**Cost**	**General Fund Share**	**Other Financing Sources**	**Recommended Measure I Share**	**Total Funding**
Beach Street Overlay	$ 8,000	$ 8,000	$ -	$ 4,498	$ 8,000
Valley gutter at Lakeport Blvd and S. Main	8,000	8,000	-	4,498	8,000
Eleventh Street - dig-outs, crack repair,	20,000	20,000	-	11,244	20,000
Free standing roof for fuel pumps	10,000	10,000	-	5,622	10,000
Roof on sign room	6,500	6,500	-	3,654	6,500
Tazers	12,000	12,000	-	6,747	12,000
Patch truck - lease	60,000	60,000	-	33,733	60,000
General road maintenance	890,624	755,640	134,984	424,839	890,624
Parks, buildings and grounds	313,573	299,173	14,400	168,202	313,573
Westshore Pool	117,191	100,691	16,500	56,611	117,191
Unmarked Police Department vehicle	20,000	20,000	-	11,244	20,000
	$1,465,888	$1,300,004	$ 165,884	$ 730,893	$1,465,888

WESTSHORE POOL

The City of Lakeport operates a community swimming pool for the benefit of the Lakeport community, which includes residents outside of the City limits. The pool is available to private clubs, the Lakeport Unified School District, and the general community during summer months, providing an invaluable service to parents and children.

This budgeted income statement demonstrates how the pool will be financed in fiscal year 2015-16. Two years of historical information is presented for comparison.

Typically, revenues from pool use (including gate receipts, swim lessons, parties, and private club use) are insufficient to meet total costs. The City's general fund fills in the gap, which this year is estimated to be $79,163.

Westshore Pool
Budgeted Income Statement
Fiscal Year 2015-16

	Year Ended 2014	(Estimated) Year Ended 2015	Budget Year 2016
Revenues			
Gate fees	$ 4,115	$ 2,000	$ 4,000
Swim lessons	1,140	1,000	2,000
Concessions	1,748	250	1,500
Rents and contributions	8,075	3,800	9,000
Donations	-	-	-
Total	15,078	7,050	16,500
Expenditures			
Operating	50,663	65,568	108,941
Non-operating	10,676	-	8,250
Total	61,339	65,568	117,191
Net income (loss)	$ (46,261)	$ (58,518)	$ (100,691)

CAPITAL EXPENDITURES

Capital Improvement Program
Expenditure Plan - Current
Fiscal Year 2015-16

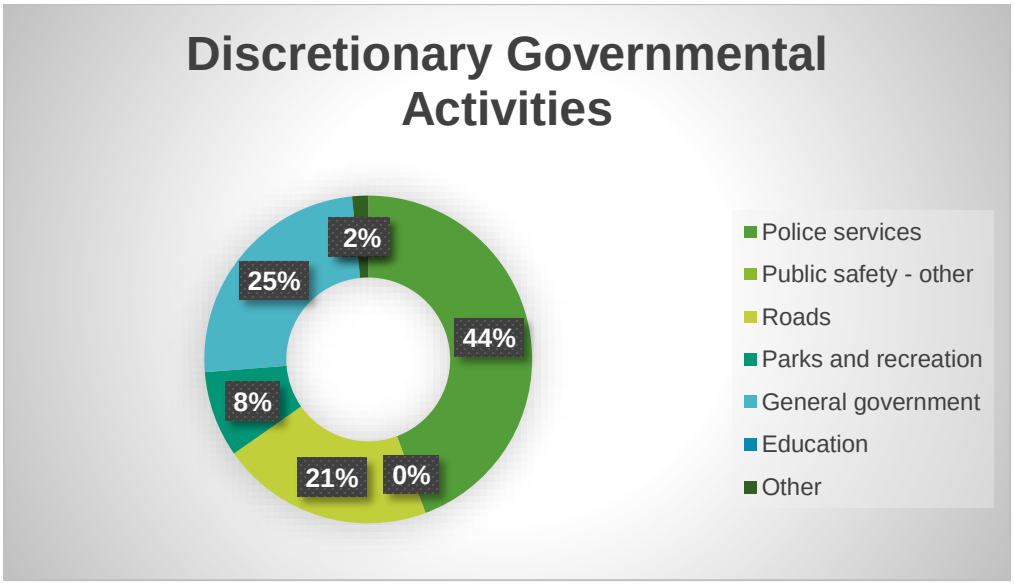
		Based on Requested Budgets					Total
Project Name		Lead	Funding Source				Programmed
Roads	Cost	Department	General	Water	Sewer	Other	Expenditure
Asphalt	50,000	Roads & Infrastructure	$ 30,000	$ -	$ -	$ 20,000	$ 50,000
Concrete	10,000	Roads & Infrastructure	10,000	-	-	-	10,000
Grindings and processed concrete	50,000	Roads & Infrastructure	35,000	7,500	7,500	-	50,000
Various materials	10,000	Roads & Infrastructure	10,000	-	-	-	10,000
Beach Street Overlay	8,000	Roads & Infrastructure	8,000	-	-	-	8,000
Valley gutter at Lakeport Blvd and S. Main	8,000	Roads & Infrastructure	8,000	-	-	-	8,000
Pothole repair and misc	50,000	Roads & Infrastructure	50,000	-	-	-	50,000
Eleventh Street - dig-outs, crack repair, striping, etc.	20,000	Roads & Infrastructure	-	-	-	20,000	20,000
Bevins Street Rehab	330,000	Roads & Infrastructure	-	-	-	330,000	330,000
South Main Street	61,000	Roads & Infrastructure	-	-	-	61,000	61,000
Downtown Main Street revitalization	1,925,000	Planning	-	-	-	-	1,925,000
Total	2,522,000		151,000	7,500	7,500	431,000	2,522,000
Infrastructure							
Free standing roof for fuel pumps	10,000	Roads & Infrastructure	10,000	-	-	-	10,000
Roof on sign room	6,500	Roads & Infrastructure	6,500	-	-	-	6,500
Lakeshore Storm Damage Repair	775,000	Engineering	-	-	-	775,000	775,000
Storm Drain Repair, North Main (USDA project)	150,000	Roads & Infrastructure	-	-	-	150,000	150,000
City Hall reconfig, CDD, one-stop shop	9,000	Parks, Buildings & Grounds	3,600	2,700	2,700	-	9,000
Water main replacement - Giselman	180,000	Water O&M	-	180,000	-	-	180,000
Sewer main replacement, First Street	25,000	Sewer O&M	-	-	25,000	-	25,000
Sewer main replacement, Second Street	11,000	Sewer O&M	-	-	11,000	-	11,000
Storage bulding, pumps	15,000	Sewer O&M	-	-	15,000	-	15,000
USDA Water Project	2,500,000	Water O&M	-	2,500,000	-	-	2,500,000
USDA Sewer Project	4,000,000	Sewer O&M	-	-	4,000,000	-	4,000,000
Carnegie Library rehab	300,000	Administration	-	-	-	300,000	300,000
Total	7,981,500		20,100	2,682,700	4,053,700	1,225,000	7,981,500
Equipment/Other							
A/V and technology improvements	15,000	Finance	6,000	4,500	4,500	-	15,000
Telephone system replacement - City-wide	15,000	Finance	6,000	4,500	4,500	-	15,000
Large format scanner	10,000	Planning	4,000	3,000	3,000	-	10,000
Community Development software, Smartgov	20,000	Planning	16,000	2,000	2,000	-	20,000
Tazers	12,000	Police	12,000	-	-	-	12,000
Oil/water separator	10,000	Roads & Infrastructure	4,000	3,000	3,000	-	10,000
Patch truck - lease	60,000	Roads & Infrastructure	60,000	-	-	-	60,000
Chemical injection system for pool	6,500	Pool	6,500	-	-	-	6,500
Utility Wagon - PW Director	27,000	Various	9,000	9,000	9,000	-	27,000
Generator replacement, S14 30kw 1961	30,000	Sewer O&M	-	-	30,000	-	30,000
Generator replacement, S7 40kw 1970	35,000	Sewer O&M	-	-	35,000	-	35,000
Sewer camera	19,000	Sewer O&M	-	-	19,000	-	19,000
Sewer rodder	7,000	Sewer O&M	-	-	7,000	-	7,000
Unmarked Police Department vehicle	20,000	Police	20,000	-	-	-	20,000
Other	133,777	Various	76,067	26,410	30,900	400	133,777
Total	420,277		219,567	52,410	147,900	400	420,277

PER CAPITA SPENDING

Per Capita Spending
General Fund (Discretionary)

Entity	City of Lakeport	County of Lake	State of California
(Population)	**4,728**	64,759	38,357,121
Activity			
Police services	**$ 356.70**	$ 140.32	$ 233.55
Public safety - other	**-**	335.55	-
Roads	**168.79**	-	-
Parks and recreation	**68.36**	22.82	-
General government	**198.55**	161.33	109.75
Education	**-**	2.98	1,184.74
Other	**12.68**	15.41	957.47
Total per capita spending	**$ 805.08**	$ 678.41	$ 2,485.51

Sources:
City of Lakeport 2014 Comprehensive Annual Financial Report
County of Lake 2014 Comprehensive Annual Financial Report
State of California 2014 Comprehensive Annual Financial Report (CAFR)
State Department of Finance 2014 Estimated Population Statistics



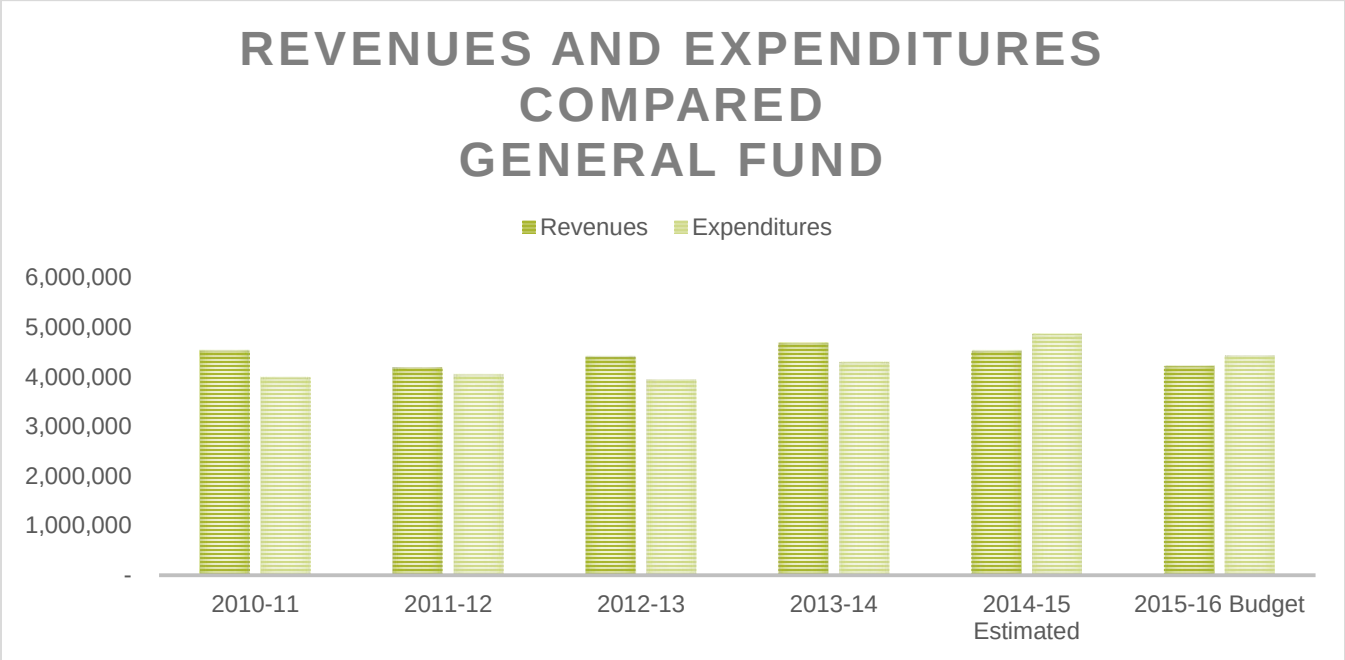
CHARTS AND GRAPHS

General revenues over the last seven years have followed a path traveled by most local governments throughout the state. The City saw increasing revenues from sales and property taxes during the height of the housing boom in 2006 and a dramatic decrease following the housing bust and subsequent market collapse in 2008. In response to fluctuating revenues, the City adjusted its spending accordingly, mostly through reductions in workforce and capital improvement deferments.

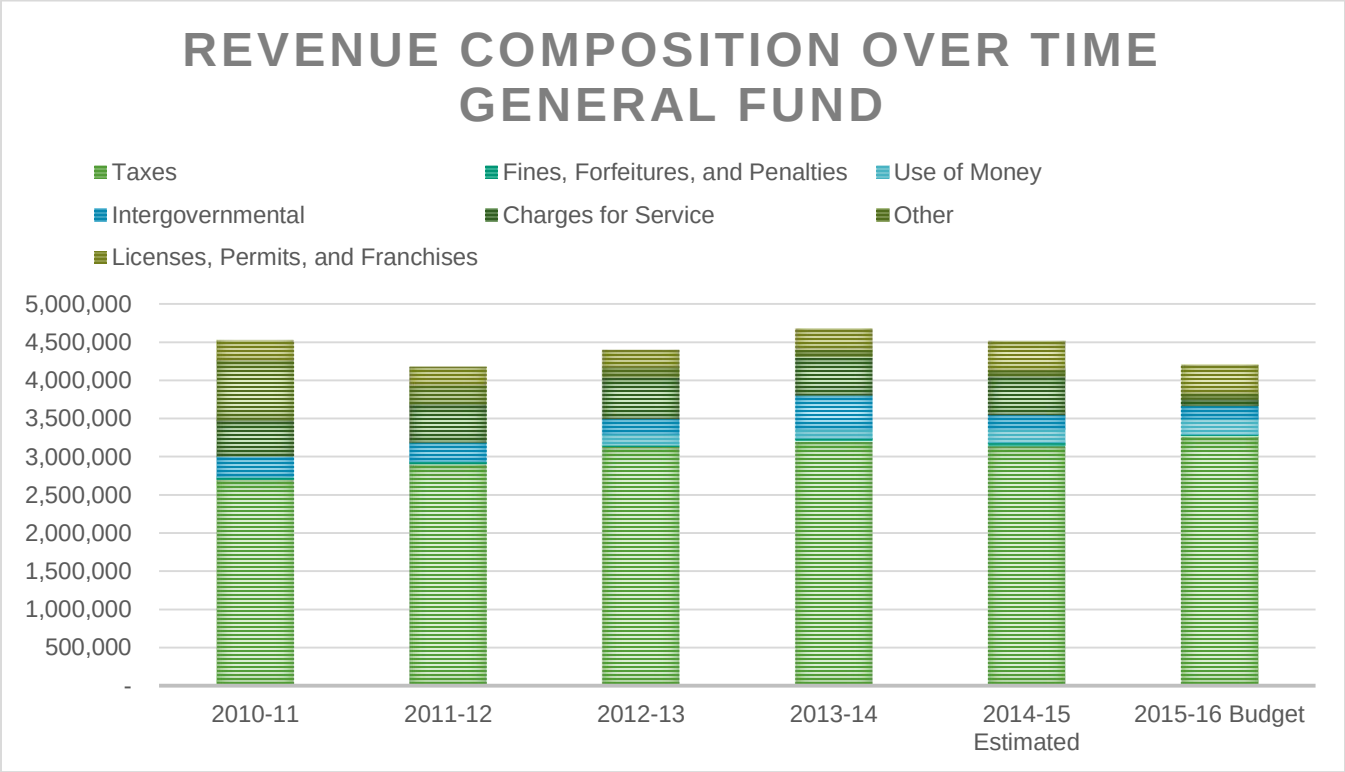
The graph below illustrates revenue and expenditure trends since 2010. This recommended budget for 2015 attempts to normalize the variance between the two and maximize available resources for specific priorities.

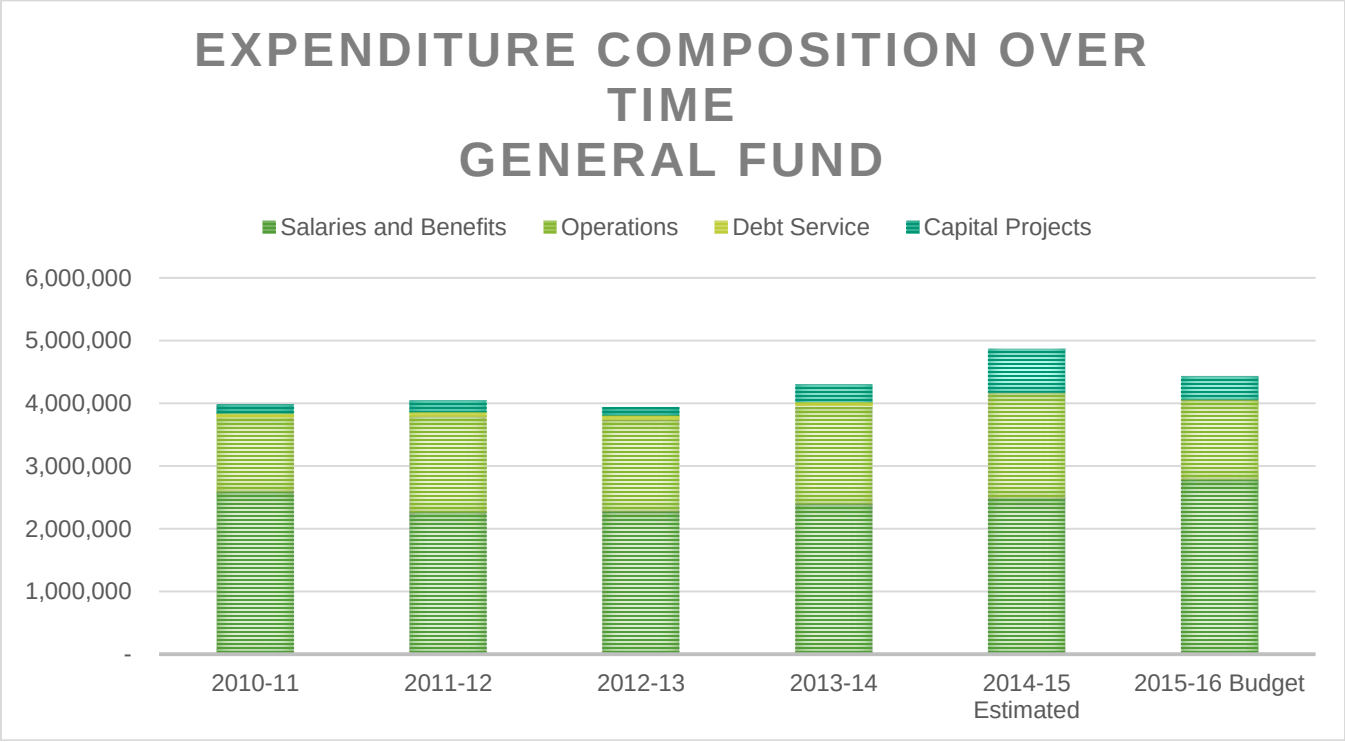
General Fund
Revenues

	2010-11	2011-12	2012-13	2013-14	2014-15 Estimated	2015-16 Budget
Taxes	2,700,617	2,901,247	3,129,658	3,199,355	3,133,957	3,267,551
Licenses, Permits, and Franchises	268,194	243,003	225,495	276,560	381,030	377,050
Fines, Forfeitures, and Penalties	28,977	27,561	18,279	38,670	44,296	15,500
Use of Money	16,195	15,412	148,780	124,359	182,319	211,120
Intergovernmental	258,836	241,625	199,490	437,986	184,926	169,000
Charges for Service	478,077	502,382	541,560	500,436	508,100	90,510
Other	773,505	249,838	134,265	96,885	78,351	79,302
Total	4,524,401	4,181,068	4,397,527	4,674,251	4,512,979	4,210,033

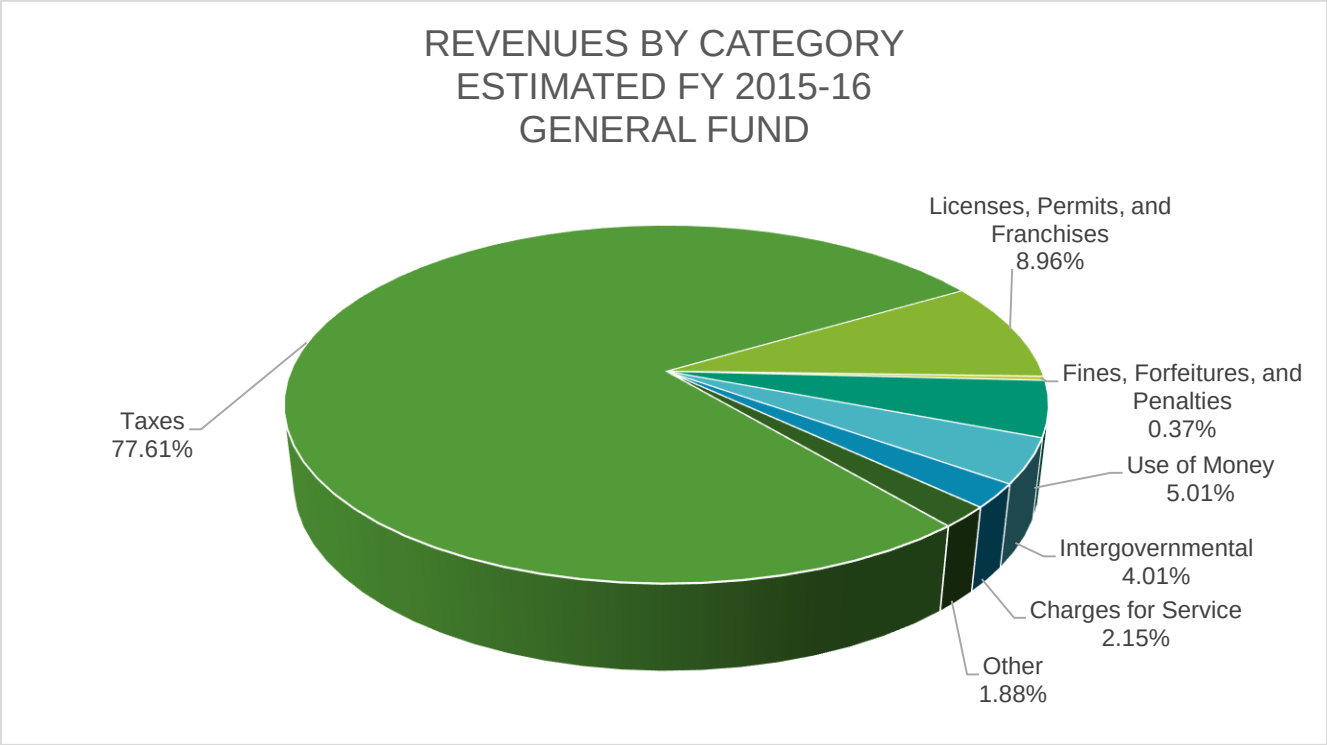


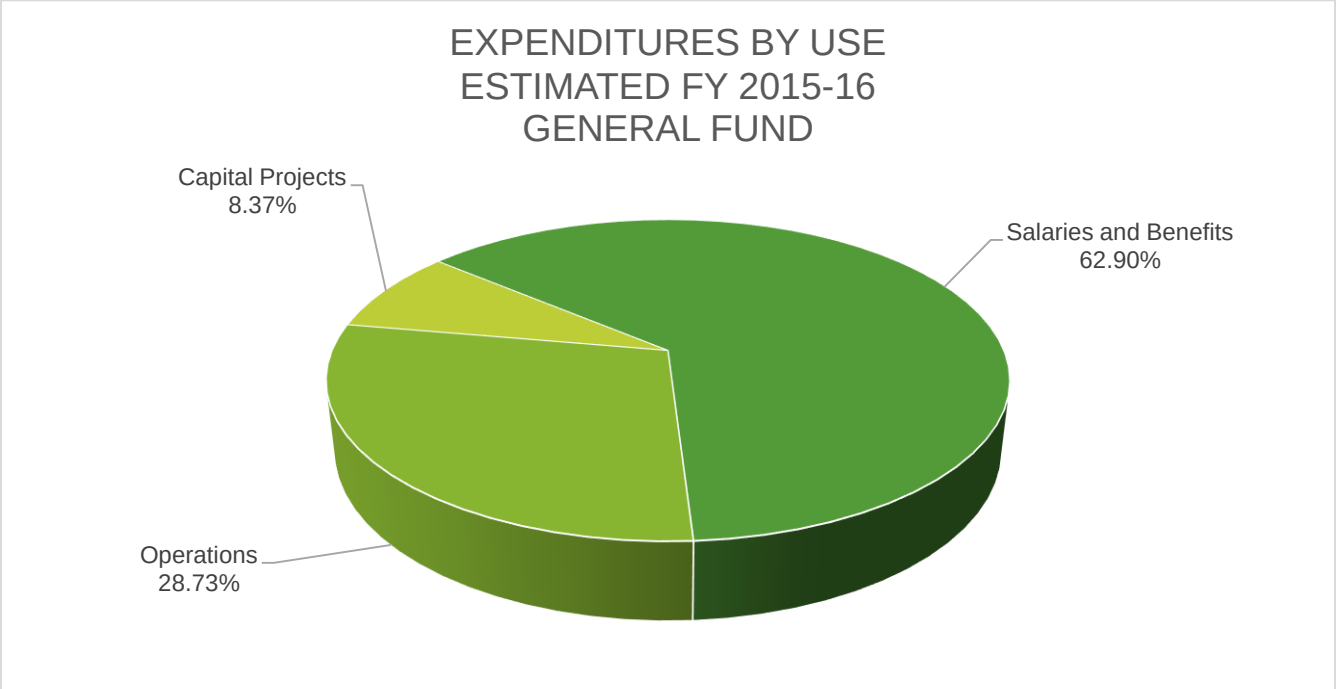
Below are several additional graphs that illustrate the composition of revenues and expenditures of the general fund, as well as general revenues and expenditures by category. These graphs are intended to help the reader understand where money comes and goes in the general fund.



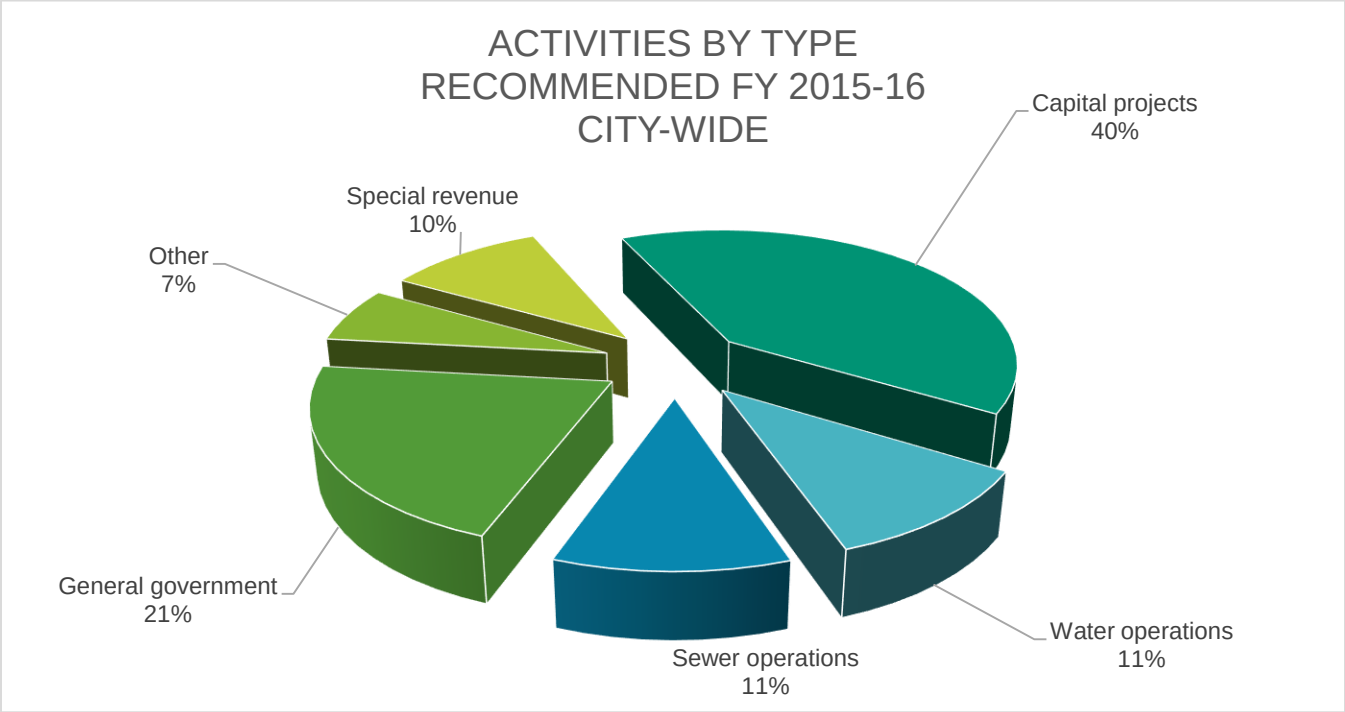


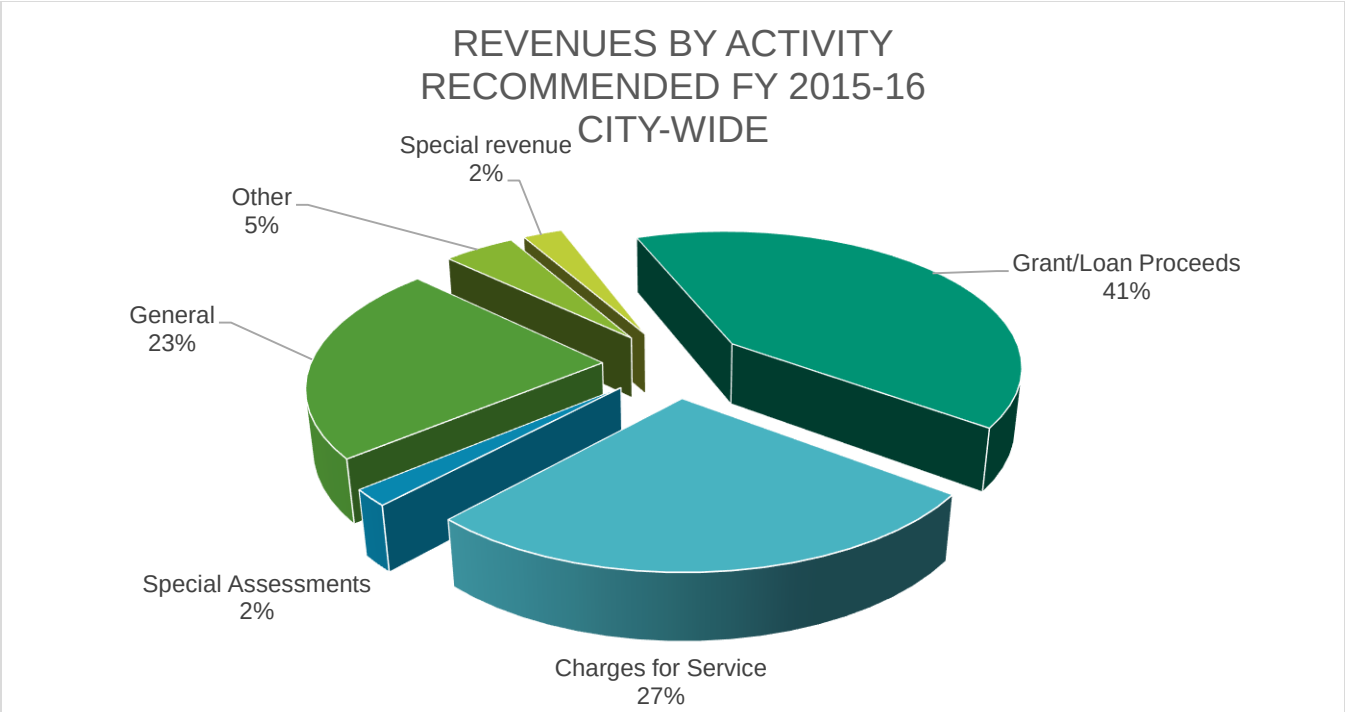
The following graph illustrates the sources of estimated revenues and uses of recommended appropriations in the general fund for fiscal year 2015-16.

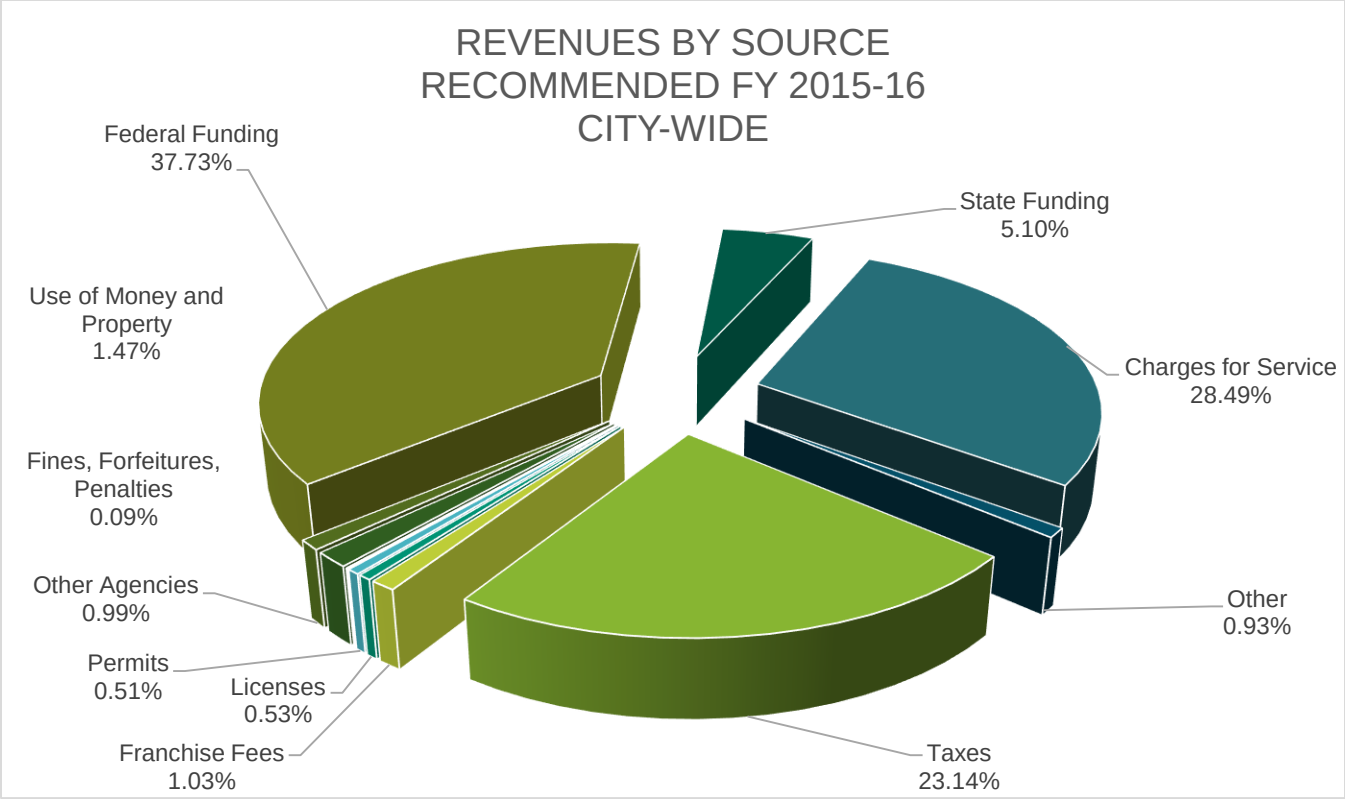


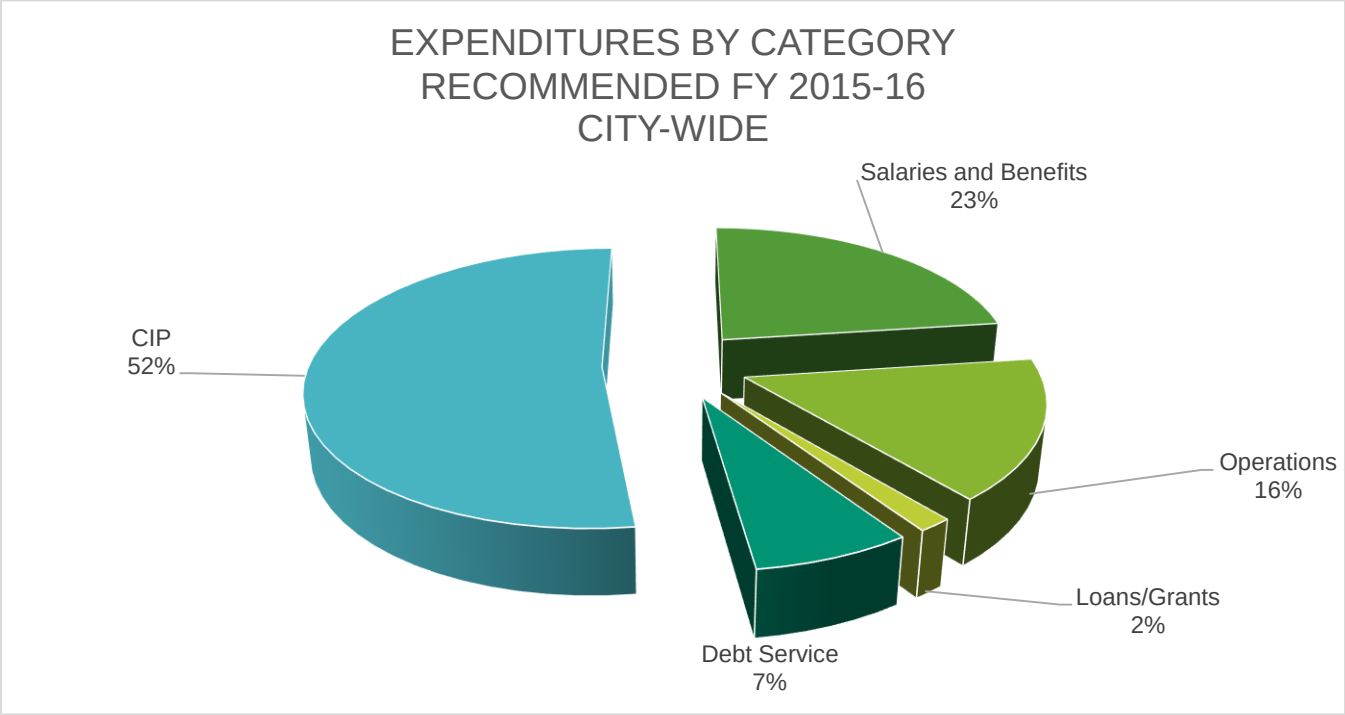


The following graphs illustrate revenues and expenditures City-wide, encompassing the various special revenue funds maintained by the City for housing, economic development, and capital improvement activities, as well as enterprise services of water and sewer.






REVENUES BY SOURCE
RECOMMENDED FY 2015-16
CITY-WIDE
Federal Funding
37.73%
State Funding
5.10%
Use of Money and
Property
1.47%
Charges for Service
28.49%
Fines, Forfeitures,
Penalties
0.09%
Other Agencies
0.99%
Other
0.93%
Permits
0.51%
Licenses
0.53%
Franchise Fees
1.03%
Taxes
23.14%


EXPENDITURES BY CATEGORY
RECOMMENDED FY 2015-16
CITY-WIDE
Salaries and Benefits
23%
CIP
52%
Operations
16%
Loans/Grants
2%
Debt Service
7%

FUND SUMMARIES

Fiscal Year 2015-16
Projected Fund Balance

Fund Number - Fund Name	Estimated Beginning FB	Revenues	Expenditures	Net Additions (Deductions)	Use of Fund Balance	Net Transfers In (Out)	Proj YE FB
110 - GENERAL FUND	$ 3,038,034	$ 4,210,033	$ 4,448,139	$ -	$ 304,671	$ (36,826)	$ 2,763,102
Capital Project Funds:							
130 - GENERAL CAPITAL IMPROVEMENT	-	-	1,925,000	-	-	1,925,000	-
Total capital project funds	-	-	1,925,000	-	-	1,925,000	-
Debt Service Funds:							
140 - DEBT SERVICE FUND	-	-	277,000	-	-	277,000	-
Total debt service funds	-	-	277,000	-	-	277,000	-
Special Revenue Funds:							
202 - PARKLAND DEDICATION FUND	(175,140)	-	-	-	-	-	(175,140)
203 - 2105 GAS TAX FUND	388,543	115,363	370,000	-	264,637	(19,999)	113,907
207 - PROP 172 PUBLIC SAFETY TAX	26,449	21,000	20,000	-	-	(25,000)	2,449
209 - LAKEPORT HOUSING PROGRAM FUND	(80,993)	9,500	-	-	-	(9,500)	(80,993)
210 - ECON RLF RE-USE FUND	461,124	189,500	480,000	-	-	25,000	195,624
211 - BSCC LAW ENFORCEMENT GRANT	148,728	101,200	73,800	-	-	(55,000)	121,128
219 - LOW-MOD HOUSING	464,754	-	10,000	-	-	-	454,754
228 - HOUSING REVOLVING LOAN (RLA)	382,889	25,000	-	-	-	(40,000)	367,889
232 - EMERGENCY HOUSING ASSIST FUND	13,058	-	6,000	-	6,000	-	7,058
233 - ECON RLF REUSE MICRO RLA FUND	1,812	-	1,500	-	-	-	312
234 - BUS LOAN STABLIZ PROG FUND	66,354	5,300	-	-	-	(5,300)	66,354
238 - CDBG HOUSING GRANT 2010	443,447	-	-	-	-	-	443,447
239 - HOME PROGRAM INCOME	1,399,034	-	-	-	-	-	1,399,034
240 - 2012 HOME GRANT	16,425	210,000	190,000	-	-	(20,000)	16,425
401 - TENTH ST DRAINAGE FUND	84,956	300	-	-	-	-	85,256
402 - LAKEPORT BLVD IMPRVMNT FUND	116,491	400	-	-	-	-	116,891
403 - SOUTH MAIN ST IMPRVMNT FUND	61,715	250	61,000	-	60,750	-	965
407 - PARKSIDE TRAFFIC MITIG IMPACT	17,202	50	-	-	-	-	17,252
408 - PARALLEL/BEVINS STORM MAINT	19,887	50	-	-	-	-	19,937
410 - LAKESHORE STORM DAMAGE RPR	9,322	725,678	775,000	-	-	40,000	-
414 - STORM DRAINAGE FUND	337,923	500	150,000	-	153,700	(4,200)	184,223
415 - LAKESHORE BLVD HSIPL (SAFETY)	2	-	-	-	-	-	2
Total special revenue funds	4,203,982	1,404,091	2,137,300	-	485,087	(113,999)	3,356,774
Enterprise Funds:							
501 - WATER UTILITY M & O FUND*	554,993	4,688,063	2,220,392	-	27,139	(2,488,000)	534,664
502 - WATER EXPANSION FUND*	224,655	500	75,203	-	-	-	149,952
504 - USDA WATER PROJECT FUND*	845,999	-	2,500,000	-	-	2,500,000	845,999
601 - CLMSD UTILITY M & O FUND*	1,753,033	6,696,701	2,267,673	-	-	(3,979,500)	2,202,561
602 - CLMSD EXPANSION FUND*	811,356	2,500	-	-	-	-	813,856
604 - USDA SEWER PROJECT FUND*	50,000	-	4,000,000	-	-	4,000,000	50,000
605 - CLMSD ASSMNT DIST 91-1 FUND*	873,943	347,500	307,875	-	-	(4,000)	909,568
Total enterprise funds	5,113,979	11,735,264	11,371,143	-	27,139	28,500	5,506,600
Internal Service Funds:							
701 - RISK MANAGEMENT FUND*	-	307,578	307,578	-	-	-	-
Total internal service funds	-	307,578	307,578	-		-	-
Fiduciary Funds:							
702 - SPECIAL DEPOSIT FUND**	431,183	-	-	(5,000)	-	-	426,183
705 - RDA OBLIGATION RETIREMENT FUND*	2,126,282	536,519	456,845	-	-	(2,079,675)	126,281
801 - OPEB AGENCY FUND**	-	-	-	-	-	-	-
Total fiduciary funds	2,557,465	536,519	456,845	(5,000)	-	(2,079,675)	552,464
Total City funds	$14,913,460	$18,193,485	$20,923,005	$ (5,000)	$ 816,897	$ -	$12,178,940

*Denotes available working capital.
**Denotes current assets. Funds not available for use by the City.

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GOVERNMENTAL FUNDS

Governmental funds are those that account for governmental activities funded by general revenues (i.e. taxes and fees) and special revenues (i.e. grants, subventions, special assessments, etc.). The categories of governmental funds are the general fund, capital projects special revenue, debt service, and permanent funds. The numbers in parenthesis indicate the fund number in the City's financial management system.

GENERAL FUND (110)
The General Fund is used for all the general revenues of the City not specifically levied or collected for other City funds, and the related expenditures. The major revenue sources for this fund are property taxes, sales taxes, franchise fees, business licenses, unrestricted revenues from the state, fines and forfeitures and interest income. Expenditures are made for community development, public safety, public works, and other services.

Capital Projects Funds

GENERAL CAPITAL PROJECT FUND (130)
This fund is used to account for funds received for capital projects. Most notably, this fund is used to track projects funded from the former redevelopment agency, consisting of unspent bond proceeds meant for the renovation of blighted areas in the redevelopment project area. In fiscal years 2014-15 and 2015-16 the fund was used to track expenditures related to the new Police Department facility.

Debt Service Funds

DEBT SERVICE FUND (140)
This fund is used to account for general obligations, most notably loan payments for the newly acquired Police Department facility and proposed pension obligations bonds.

Special Revenue Funds

Parkland Dedication Fund (202)
State law and the City's General Plan provide for new development to fund expansion of park system to compensate for added demand of growth. Fees are collected at time of recordation of parcel and subdivision maps. (See Section 16.16.040 Lakeport Municipal Code). No activity is expected in this fund in fiscal year 2015-16 and, therefore, a detail budget page was not prepared.

Gas Tax Fund (203)
This fund is used to account for revenues and expenditures on road-related projects in the City of Lakeport. Financing is provided by the City's share of the statewide tax on gasoline and other fuels.

Prop 172 Public Safety Fund (207)
This fund is used to account for gasoline sales tax collected by the state and passed through to local governments for public safety activities. A city or county that received Prop 172 funds must place the revenues in a special revenue fund to be expended only on public safety services as defined in Government Code Section 30052. Maintenance of effort provision in the statute requires the City to maintain funding levels to public safety functions.

Lakeport Housing Fund (209)
This is a special revenue fund established for the provision of affordable housing. The fund has no expenditure activity but does maintain several long-term receivable housing loans for which it collects payments.

Economic Development Revolving Loan Fund (210)
This fund receives payments on prior year's business loans. Expenditures from this fund must comply with adopted reuse plan. $5,000 is allocated for economic development activities and $5,000 for administrative support provided by planning staff.

BSCC Law Enforcement Grant (211)
This fund is used to track additional appropriations from the state for special law enforcement activities conducted by cities. Funds received are distributed between the Cities of Lakeport and Clearlake. Funds received are administered by the City Lakeport.

Successor Agency Low-Mod Housing Fund (219)
This fund tracks the housing activities of the former Lakeport Redevelopment Agency. The fund is controlled by the City, and its assets may be used to carry on housing activities, as directed by the City Council.

Housing Revolving Loan Fund (228)
This fund is used for reinvestment into housing programs from program income generated by past housing grants, (i.e., CDBG, HOME Grant, etc.)

Emergency Housing Loan Fund (232)
This fund is used to account for emergency and special assistance funds from federal CDBG funds restricted for housing.

Micro Enterprise Revolving Loan Fund (233)
This fund is used to account for business loans to micro businesses that meet the Target Income Group (TIG) requirement.

Business Stabilization Loan Fund (234)
This fund is used to account for business loans to businesses provided during the economic downturn of 2008. This fund has no expenditure activity but does maintain several long-term receivable business loans for which it collects payments.

2012 HOME Grant Fund (238)
This fund is used to account for HOME loan program funds for low income borrowers to be used for first-time buyer assistance and existing residential rehabilitation.

HOME Program Income Fund (239)
This fund is used to track all home loans made by the City using HOME 2007 and 2009 grant awards. Income received is in this fund consists of principal and interest payments made by borrowers. No activity is expected in this fund in fiscal year 2015-16 and, therefore, a detail budget page was not prepared.

2012 CDBG Housing Grant Fund (240)
This fund was set up to track activities funded by a new 2012 housing grant from CDBG. Potential activities could include home rehabilitation and relocation assistance. This is a two-year grant award.

Tenth Street Drainage Fund (401)
This fund was established to account for restricted funds/set asides by the developer of Willow Tree Shopping Center.

Lakeport Blvd Improvement Fund (402)
This fund is used to track special assessment of developer to mitigate traffic impacts of K-Mart (now Bruno's) development in 1987. No activity is expected in this fund in fiscal year 2015-16 and, therefore, a detail budget page was not prepared.

South Main Street Improvement Fund (403)
This fund is used to track the special assessment of the developer to mitigate traffic impacts of K-Mart.

Parkside Traffic Mitigation Fund (407)
This fund is used to track traffic mitigation fees, which were required as a mitigation measure for the Parkside Subdivision.

Parallel/Bevins Storm Maintenance Fund (408)
This fund is used to track a special fee to fund storm water improvements designed to mitigate the impact of development along the Parallel Drive and Bevins Street corridors.

Lakeshore Storm Damage Repair Fund (410)
This fund is used to track storm damage repair project activities on Lakeshore Boulevard from 75' south of Sayre Street north through Jones Street, which include the following: clear concrete debris from below the existing sea wall; reinforce the embankment with sheet pile and backfill the wall; and repair the roadway, curb, and gutter failure by cutting out failed sections and replacing the base rock and AC paving. Funds provided by the Federal government through Caltrans' administration of the Emergency Relief (ER) program.

Storm Drainage Fund (414)
This fund is used to track revenue and activities associated with assessments against larger properties to pay for prior and future storm drain projects. See Chapter 3.16 Lakeport Municipal Code for additional information.

Lakeshore Blvd HSIPL (Safety) Fund (415)
This fund is used to track special revenues and activities for traffic safety improvements to Lakeshore Blvd.

GENERAL FUND

Fiscal Year 2015-16
Fund: 110
Name: General Fund

	Prior FYs		Current		Proposed			Projections	
	2012-13	2013-14	2014-15	2014-15	2015-16	2015-16	2015-16	2016-17	2017-18
	Actual	Actual	Budget	Actual (Est)	Requested	Recommended	Adopted	Projected	Projected
Revenue Sources									
Taxes	3,034,443	3,134,093	3,158,787	3,133,957	3,267,551	3,267,551	3,267,551	3,430,929	3,533,856
Franchises	136,288	193,921	193,194	192,480	188,000	188,000	188,000	193,640	199,449
Licenses	97,110	66,410	96,326	96,000	96,550	96,550	96,550	96,550	96,550
Permits	62,148	81,490	69,050	92,550	92,500	92,500	92,500	97,125	101,981
Fines, forfeitures, and penalties	18,279	38,670	17,100	44,296	15,500	15,500	15,500	15,888	16,285
Use of money and property	140,956	123,397	182,319	182,319	211,120	211,120	211,120	216,398	222,890
Income from other agencies	40,178	323,462	77,946	71,109	65,000	65,000	65,000	117,000	118,170
Federal funding	84,476	14,363	3,264	3,264	3,500	3,500	3,500	3,500	-
State funding	100,000	100,161	110,500	110,553	100,500	100,500	100,500	100,500	100,500
Charges for service	541,656	496,692	513,812	508,100	97,510	90,510	90,510	93,225	96,022
Other revenue	134,265	68,450	96,202	78,351	79,302	79,302	79,302	95,162	96,114
Total revenue	4,389,799	4,641,109	4,518,500	4,512,979	4,217,033	4,210,033	4,210,033	4,459,917	4,581,818
Expenditures									
Salaries and benefits	2,264,469	2,390,704	2,812,924	2,486,173	3,095,331	2,785,465	2,785,465	2,952,593	3,129,748
Operations	1,459,603	1,555,367	1,815,431	1,679,729	1,258,971	1,272,007	1,272,007	1,303,807	1,336,402
Debt service	71,509	71,519	-	-	-	-	-	-	-
Capital outlay/CIP	137,282	280,896	828,943	695,532	919,966	390,667	390,667	78,133	78,133
Total expenditures	3,932,863	4,298,486	5,457,298	4,861,434	5,274,268	4,448,139	4,448,139	4,334,533	4,544,284
Financing Sources (Uses)									
Use of fund balance	-	-	580,126	580,126	263,000	304,671	304,671	-	-
Transfers in	111,271	1,349,233	293,444	100,000	228,474	257,674	257,674	128,837	130,125
Transfers (out)	(230,794)	(431,397)	(27,000)	(27,000)	(42,500)	(294,500)	(294,500)	(294,500)	(294,500)
Deductions from	(14,028)	-	-	-	-	-	-	-	-
Net sources (uses)	(133,551)	917,836	846,570	653,126	448,974	267,845	267,845	(165,663)	(164,375)
Resources - Use									
Surplus (deficit)	**323,385**	**1,260,459**	**(92,228)**	**304,671**	**(608,261)**	**29,739**	**29,739**	**(40,280)**	**(126,841)**

Estimated Beginning Fund Balance	$ 3,038,034	$ 3,038,034	$ 3,038,034	$ 2,763,102	$ 2,722,822
Inflows	4,445,507	4,467,707	4,467,707	4,588,754	4,711,943
Outflows	5,316,768	4,742,639	4,742,639	4,629,033	4,838,784
Change to fund balance	(871,261)	(274,932)	(274,932)	(40,280)	(126,841)
Anticipated Ending Fund Balance	$ 2,166,773	$ 2,763,102	$ 2,763,102	$ 2,722,822	$ 2,595,981

Departmental Use	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Actual (Est)	Requested	Recommended	Adopted
Non-Departmental	279,298	709,483	307,934	310,282	275,704	305,704	305,704
Legislative	70,110	68,948	146,712	98,918	117,685	100,642	100,642
Administration	151,591	162,520	209,561	193,448	258,512	265,766	265,766
Economic Development	19,835	48,057	54,000	46,500	60,000	60,000	60,000
City Attorney	87,169	110,879	71,466	80,752	63,000	63,000	63,000
Finance and Information Technology	80,119	88,836	150,145	138,888	214,254	202,915	202,915
Community Development:							
Planning	119,388	130,805	192,354	179,399	270,695	257,213	257,213
Building	175,507	113,516	208,155	141,731	238,178	223,397	223,397
Housing	10,762	12,882	23,429	10,676	20,000	20,000	20,000
Engineering	157,970	123,916	387,368	343,427	153,300	72,557	72,557
Police	1,601,475	1,714,661	1,791,249	1,655,571	1,829,428	1,834,428	1,834,428
Public Works:							
Administration and Compliance	-	-	-	-	115,081	115,081	115,081
Roads and Infrastructure	535,233	640,362	777,979	654,549	1,145,640	760,643	760,643
Parks, Buildings, and Grounds	295,752	244,801	575,843	475,043	393,171	299,173	299,173
Solid Waste Management	437,459	451,773	447,592	448,000	-	-	-
Westshore Pool	99,910	61,341	88,505	65,568	117,191	117,191	117,191
Water O&M	54,087	47,103	51,006	45,681	44,929	44,929	44,929
Sewer O&M	2,020	-	1,000	-	-	-	-
CLMSD Special Projects	-	-	-	-	-	-	-
Total use	4,177,685	4,729,883	5,484,298	4,888,433	5,316,768	4,742,639	4,742,639

CAPITAL PROJECTS

Fiscal Year 2015-16
Fund: 130
Name: Capital Projects

	Prior FYs		Current		Proposed			Projections	
	2012-13	2013-14	2014-15	2014-15	2015-16	2015-16	2015-16	2016-17	2017-18
	Actual	Actual	Budget	Actual (Est)	Requested	Recommended	Adopted	Projected	Projected
Revenue Sources									
Use of money and property	5,855	-	-	-	-	-	-	-	-
Federal funding	-	12,451	-	1,095,000	-	-	-	-	-
Total revenue	5,855	12,451	-	1,095,000	-	-	-	-	-
Expenditures									
Capital outlay/CIP	-	7,641	2,500,000	1,195,000	1,925,000	1,925,000	1,925,000	385,000	385,000
Total expenditures	-	7,641	2,500,000	1,195,000	1,925,000	1,925,000	1,925,000	385,000	385,000
Financing Sources (Uses)									
Transfers in	-	-	1,657,500	112,500	2,000,000	2,000,000	2,000,000	400,000	400,000
Transfers (out)	-	(2,009,990)	(157,500)	(12,500)	(75,000)	(75,000)	(75,000)	(7,500)	(750)
Net sources (uses)	-	(2,009,990)	1,500,000	100,000	1,925,000	1,925,000	1,925,000	392,500	399,250
Resources - Use									
Surplus (deficit)	**5,855**	**(2,005,180)**	**(1,000,000)**	**-**	**-**	**-**	**-**	**7,500**	**14,250**

Estimated Beginning Fund Balance	$ -	$ -	$ -	$ -	$ 7,500
Inflows	2,000,000	2,000,000	2,000,000	400,000	400,000
Outflows	2,000,000	2,000,000	2,000,000	392,500	385,750
Change to fund balance	-	-	-	7,500	14,250
Anticipated Ending Fund Balance	$ -	$ -	$ -	$ 7,500	$ 21,750

Departmental Use	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Actual (Est)	Requested	Recommended	Adopted
Non-Departmental	-	2,009,990	157,500	12,500	75,000	75,000	75,000
Legislative	-	-	-	-	-	-	-
Administration	-	-	-	-	-	-	-
Economic Development	-	-	-	-	-	-	-
City Attorney	-	-	-	-	-	-	-
Finance and Information Technology	-	-	-	-	-	-	-
Community Development:							
Planning	-	-	-	-	1,925,000	1,925,000	1,925,000
Building	-	-	-	-	-	-	-
Housing	-	-	-	-	-	-	-
Engineering	-	7,641	1,500,000	100,000	-	-	-
Police	-	-	1,000,000	1,095,000	-	-	-
Public Works:							
Administration and Compliance	-	-	-	-	-	-	-
Roads and Infrastructure	-	-	-	-	-	-	-
Parks, Buildings, and Grounds	-	-	-	-	-	-	-
Solid Waste Management	-	-	-	-	-	-	-
Westshore Pool	-	-	-	-	-	-	-
Water O&M	-	-	-	-	-	-	-
Sewer O&M	-	-	-	-	-	-	-
CLMSD Special Projects	-	-	-	-	-	-	-
Total use	-	2,017,631	2,657,500	1,207,500	2,000,000	2,000,000	2,000,000

DEBT SERVICE

Fiscal Year 2015-16
Fund: 140
Name: Debt Service Fund

	Prior FYs		Current		Proposed			Projections	
	2012-13	2013-14	2014-15	2014-15	2015-16	2015-16	2015-16	2016-17	2017-18
	Actual	Actual	Budget	Actual (Est)	Requested	Recommended	Adopted	Projected	Projected
Revenue Sources									
Total revenue	-	-	-	-	-	-	-	-	-
Expenditures									
Debt service	-	-	-	-	277,000	277,000	277,000	277,000	277,000
Total expenditures	-	-	-	-	277,000	277,000	277,000	277,000	277,000
Financing Sources (Uses)									
Transfers in	-	-	-	-	277,000	277,000	277,000	277,000	277,000
Net sources (uses)	-	-	-	-	277,000	277,000	277,000	277,000	277,000
Resources - Use									
Surplus (deficit)	-	-	-	-	-	-	-	-	-

Estimated Beginning Fund Balance	$ -	$ -	$ -	$ -	$ -
Inflows	277,000	277,000	277,000	277,000	277,000
Outflows	277,000	277,000	277,000	277,000	277,000
Change to fund balance	-	-	-	-	-
Anticipated Ending Fund Balance	$ -	$ -	$ -	$ -	$ -

Departmental Use	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Actual (Est)	Requested	Recommended	Adopted
Non-Departmental	-	-	-	-	277,000	277,000	277,000
Legislative	-	-	-	-	-	-	-
Administration	-	-	-	-	-	-	-
Economic Development	-	-	-	-	-	-	-
City Attorney	-	-	-	-	-	-	-
Finance and Information Technology	-	-	-	-	-	-	-
Community Development:							
Planning	-	-	-	-	-	-	-
Building	-	-	-	-	-	-	-
Housing	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-
Police	-	-	-	-	-	-	-
Public Works:							
Administration and Compliance	-	-	-	-	-	-	-
Roads and Infrastructure	-	-	-	-	-	-	-
Parks, Buildings, and Grounds	-	-	-	-	-	-	-
Solid Waste Management	-	-	-	-	-	-	-
Westshore Pool	-	-	-	-	-	-	-
Water O&M	-	-	-	-	-	-	-
Sewer O&M	-	-	-	-	-	-	-
CLMSD Special Projects	-	-	-	-	-	-	-
Total use	-	-	-	-	277,000	277,000	277,000

HIGHWAY USER TAX (HUTA)

Fiscal Year 2015-16
Fund: 203
Name: HUTA Gas Tax

	Prior FYs		Current		Proposed			Projections	
	2012-13	2013-14	2014-15	2014-15	2015-16	2015-16	2015-16	2016-17	2017-18
	Actual	Actual	Budget	Actual (Est)	Requested	Recommended	Adopted	Projected	Projected
Revenue Sources									
Use of money and property	705	505	500	500	500	500	500	513	528
Income from other agencies	134,334	165,892	128,988	152,218	114,863	114,863	114,863	206,753	208,821
Total revenue	135,039	166,397	129,488	152,718	115,363	115,363	115,363	207,266	209,349
Expenditures									
Capital outlay/CIP	132,833	137,495	494,235	39,500	350,000	370,000	370,000	99,900	102,897
Total expenditures	132,833	137,495	494,235	39,500	350,000	370,000	370,000	99,900	102,897
Financing Sources (Uses)									
Use of fund balance	-	-	350,000	-	244,637	264,637	264,637	-	-
Transfers (out)	(12,279)	(9,391)	(10,000)	(10,000)	(10,000)	(19,999)	(19,999)	(23,999)	(28,799)
Net sources (uses)	(12,279)	(9,391)	340,000	(10,000)	234,637	244,638	244,638	(23,999)	(28,799)
Resources - Use									
Surplus (deficit)	**(10,073)**	**19,511**	**(24,747)**	**103,218**	**-**	**(9,999)**	**(9,999)**	**83,367**	**77,653**

Estimated Beginning Fund Balance	$ 388,543	$ 388,543	$ 388,543	$ 113,907	$ 197,274
Inflows	115,363	115,363	115,363	207,266	209,349
Outflows	360,000	389,999	389,999	123,899	131,696
Change to fund balance	(244,637)	(274,636)	(274,636)	83,367	77,653
Anticipated Ending Fund Balance	$ 143,906	$ 113,907	$ 113,907	$ 197,274	$ 274,927

Departmental Use	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Actual (Est)	Requested	Recommended	Adopted
Non-Departmental	12,279	9,391	10,000	10,000	10,000	19,999	19,999
Legislative	-	-	-	-	-	-	-
Administration	-	-	-	-	-	-	-
Economic Development	-	-	-	-	-	-	-
City Attorney	-	-	-	-	-	-	-
Finance and Information Technology	-	-	-	-	-	-	-
Community Development:							
Planning	-	-	-	-	-	-	-
Building	-	-	-	-	-	-	-
Housing	-	-	-	-	-	-	-
Engineering	-	-	109,735	-	-	-	-
Police	-	-	-	-	-	-	-
Public Works:							
Administration and Compliance	-	-	-	-	-	-	-
Roads and Infrastructure	132,833	137,495	384,500	39,500	350,000	370,000	370,000
Parks, Buildings, and Grounds	-	-	-	-	-	-	-
Solid Waste Management	-	-	-	-	-	-	-
Westshore Pool	-	-	-	-	-	-	-
Water O&M	-	-	-	-	-	-	-
Sewer O&M	-	-	-	-	-	-	-
CLMSD Special Projects	-	-	-	-	-	-	-
Total use	145,112	146,886	504,235	49,500	360,000	389,999	389,999

PROP 172 PUBLIC SAFETY

Fiscal Year 2015-16
Fund: 207
Name: Prop 172 Public Safety

	Prior FYs		Current		Proposed			Projections	
	2012-13	2013-14	2014-15	2014-15	2015-16	2015-16	2015-16	2016-17	2017-18
	Actual	Actual	Budget	Actual (Est)	Requested	Recommended	Adopted	Projected	Projected
Revenue Sources									
Taxes	20,577	31,329	21,000	21,000	21,000	21,000	21,000	22,050	22,712
Use of money and property	23	2	-	30	-	-	-	-	-
Total revenue	20,600	31,331	21,000	21,030	21,000	21,000	21,000	22,050	22,712
Expenditures									
Operations	28,805	8,036	20,000	20,000	20,000	20,000	20,000	20,500	21,013
Total expenditures	28,805	8,036	20,000	20,000	20,000	20,000	20,000	20,500	21,013
Financing Sources (Uses)									
Transfers (out)	-	-	-	-	-	(25,000)	(25,000)	-	-
Net sources (uses)	-	-	-	-	-	(25,000)	(25,000)	-	-
Resources - Use									
Surplus (deficit)	**(8,205)**	**23,295**	**1,000**	**1,030**	**1,000**	**(24,000)**	**(24,000)**	**1,550**	**1,699**

Estimated Beginning Fund Balance	$ 26,449	$ 26,449	$ 26,449	$ 2,449	$ 3,999
Inflows	21,000	21,000	21,000	22,050	22,712
Outflows	20,000	45,000	45,000	20,500	21,013
Change to fund balance	1,000	(24,000)	(24,000)	1,550	1,699
Anticipated Ending Fund Balance	$ 27,449	$ 2,449	$ 2,449	$ 3,999	$ 5,698

Departmental Use	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Actual (Est)	Requested	Recommended	Adopted
Non-Departmental	-	-	-	-	-	25,000	25,000
Legislative	-	-	-	-	-	-	-
Administration	-	-	-	-	-	-	-
Economic Development	-	-	-	-	-	-	-
City Attorney	-	-	-	-	-	-	-
Finance and Information Technology	-	-	-	-	-	-	-
Community Development:							
Planning	-	-	-	-	-	-	-
Building	-	-	-	-	-	-	-
Housing	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-
Police	28,805	8,036	20,000	20,000	20,000	20,000	20,000
Public Works:							
Administration and Compliance	-	-	-	-	-	-	-
Roads and Infrastructure	-	-	-	-	-	-	-
Parks, Buildings, and Grounds	-	-	-	-	-	-	-
Solid Waste Management	-	-	-	-	-	-	-
Westshore Pool	-	-	-	-	-	-	-
Water O&M	-	-	-	-	-	-	-
Sewer O&M	-	-	-	-	-	-	-
CLMSD Special Projects	-	-	-	-	-	-	-
Total use	28,805	8,036	20,000	20,000	20,000	45,000	45,000

LAKEPORT HOUSING PROGRAM (HUD)

Fiscal Year 2015-16
Fund: 209
Name: Lakeport Housing Program (HUD)

	Prior FYs		Current		Proposed			Projections	
	2012-13	2013-14	2014-15	2014-15	2015-16	2015-16	2015-16	2016-17	2017-18
	Actual	Actual	Budget	Actual (Est)	Requested	Recommended	Adopted	Projected	Projected
Revenue Sources									
Use of money and property	12	-	-	-	-	-	-	-	-
Other revenue	9,516	7,027	9,500	39,779	9,500	9,500	9,500	11,400	11,514
Total revenue	9,528	7,027	9,500	39,779	9,500	9,500	9,500	11,400	11,514
Expenditures									
Operations	-	2,531	-	-	-	-	-	-	-
Total expenditures	-	2,531	-	-	-	-	-	-	-
Financing Sources (Uses)									
Transfers (out)	-	-	(9,500)	(4,972)	(9,500)	(9,500)	(9,500)	(11,400)	(11,400)
Net sources (uses)	-	-	(9,500)	(4,972)	(9,500)	(9,500)	(9,500)	(11,400)	(11,400)
Resources - Use									
Surplus (deficit)	**9,528**	**4,496**	**-**	**34,807**	**-**	**-**	**-**	**-**	**114**

Estimated Beginning Fund Balance	$ (80,993)	$ (80,993)	$ (80,993)	$ (80,993)	$ (80,993)
Inflows	9,500	9,500	9,500	11,400	11,514
Outflows	9,500	9,500	9,500	11,400	11,400
Change to fund balance	-	-	-	-	114
Anticipated Ending Fund Balance	$ (80,993)	$ (80,993)	$ (80,993)	$ (80,993)	$ (80,879)

Departmental Use	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Actual (Est)	Requested	Recommended	Adopted
Non-Departmental	-	2,531	9,500	4,972	9,500	9,500	9,500
Legislative	-	-	-	-	-	-	-
Administration	-	-	-	-	-	-	-
Economic Development	-	-	-	-	-	-	-
City Attorney	-	-	-	-	-	-	-
Finance and Information Technology	-	-	-	-	-	-	-
Community Development:							
Planning	-	-	-	-	-	-	-
Building	-	-	-	-	-	-	-
Housing	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-
Police	-	-	-	-	-	-	-
Public Works:							
Administration and Compliance	-	-	-	-	-	-	-
Roads and Infrastructure	-	-	-	-	-	-	-
Parks, Buildings, and Grounds	-	-	-	-	-	-	-
Solid Waste Management	-	-	-	-	-	-	-
Westshore Pool	-	-	-	-	-	-	-
Water O&M	-	-	-	-	-	-	-
Sewer O&M	-	-	-	-	-	-	-
CLMSD Special Projects	-	-	-	-	-	-	-
Total use	-	2,531	9,500	4,972	9,500	9,500	9,500

CDBG ECONOMIC PROGRAM INCOME

Fiscal Year 2015-16
Fund: 210
Name: CDBG PI (ED)

	Prior FYs		Current		Proposed			Projections	
	2012-13	2013-14	2014-15	2014-15	2015-16	2015-16	2015-16	2016-17	2017-18
	Actual	Actual	Budget	Actual (Est)	Requested	Recommended	Adopted	Projected	Projected
Revenue Sources									
Use of money and property	482	256	500	500	500	500	500	513	528
Federal funding	-	-	-	-	150,000	150,000	150,000	150,000	150,000
Other revenue	69,519	121,671	14,000	36,000	39,000	39,000	39,000	46,800	47,268
Total revenue	70,001	121,927	14,500	36,500	189,500	189,500	189,500	197,313	197,796
Expenditures									
Operations	78	34,943	23,500	12,600	30,000	30,000	30,000	30,750	31,519
Grants/Loans	-	-	35,000	-	150,000	150,000	150,000	75,000	75,000
Capital outlay/CIP	-	-	-	-	300,000	300,000	300,000	150,000	15,000
Total expenditures	78	34,943	58,500	12,600	480,000	480,000	480,000	255,750	121,519
Financing Sources (Uses)									
Transfers in	-	-	-	-	32,000	40,000	40,000	20,000	20,200
Transfers (out)	(45,056)	-	(43,000)	(48,000)	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)
Net sources (uses)	(45,056)	-	(43,000)	(48,000)	17,000	25,000	25,000	5,000	5,200
Resources - Use									
Surplus (deficit)	**24,867**	**86,984**	**(87,000)**	**(24,100)**	**(273,500)**	**(265,500)**	**(265,500)**	**(53,438)**	**81,477**

Estimated Beginning Fund Balance	$ 461,124	$ 461,124	$ 461,124	$ 195,624	$ 142,187
Inflows	221,500	229,500	229,500	217,313	217,996
Outflows	495,000	495,000	495,000	270,750	136,519
Change to fund balance	(273,500)	(265,500)	(265,500)	(53,438)	81,477
Anticipated Ending Fund Balance	$ 187,624	$ 195,624	$ 195,624	$ 142,187	$ 223,664

Departmental Use	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Actual (Est)	Requested	Recommended	Adopted
Non-Departmental	45,056	23,961	43,000	48,000	15,000	15,000	15,000
Legislative	-	-	-	-	-	-	-
Administration	-	-	-	-	-	-	-
Economic Development	78	10,981	58,500	12,600	180,000	180,000	180,000
City Attorney	-	-	-	-	-	-	-
Finance and Information Technology	-	-	-	-	-	-	-
Community Development:							
Planning	-	-	-	-	-	-	-
Building	-	-	-	-	-	-	-
Housing	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-
Police	-	-	-	-	-	-	-
Public Works:							
Administration and Compliance	-	-	-	-	-	-	-
Roads and Infrastructure	-	-	-	-	-	-	-
Parks, Buildings, and Grounds	-	-	-	-	300,000	300,000	300,000
Solid Waste Management	-	-	-	-	-	-	-
Westshore Pool	-	-	-	-	-	-	-
Water O&M	-	-	-	-	-	-	-
Sewer O&M	-	-	-	-	-	-	-
CLMSD Special Projects	-	-	-	-	-	-	-
Total use	45,134	34,942	101,500	60,600	495,000	495,000	495,000

BSCC LAW ENFORCEMENT

Fiscal Year 2015-16
Fund: 211
Name: BSCC Law Enforcement

	Prior FYs		Current		Proposed			Projections	
	2012-13	2013-14	2014-15	2014-15	2015-16	2015-16	2015-16	2016-17	2017-18
	Actual	Actual	Budget	Actual (Est)	Requested	Recommended	Adopted	Projected	Projected
Revenue Sources									
Use of money and property	77	146	200	200	200	200	200	205	211
State funding	60,491	69,312	60,000	100,817	60,000	101,000	101,000	60,600	60,600
Total revenue	60,568	69,458	60,200	101,017	60,200	101,200	101,200	60,805	60,811
Expenditures									
Operations	15,730	15,000	15,000	24,300	73,800	73,800	73,800	36,900	36,900
Total expenditures	15,730	15,000	15,000	24,300	73,800	73,800	73,800	36,900	36,900
Financing Sources (Uses)									
Transfers (out)	(7,284)	-	(40,000)	(20,000)	(55,000)	(55,000)	(55,000)	(22,000)	(22,000)
Net sources (uses)	(7,284)	-	(40,000)	(20,000)	(55,000)	(55,000)	(55,000)	(22,000)	(22,000)
Resources - Use									
Surplus (deficit)	**37,554**	**54,458**	**5,200**	**56,717**	**(68,600)**	**(27,600)**	**(27,600)**	**1,905**	**1,911**

Estimated Beginning Fund Balance	$ 148,728	$ 148,728	$ 148,728	$ 121,128	$ 123,033
Inflows	60,200	101,200	101,200	60,805	60,811
Outflows	128,800	128,800	128,800	58,900	58,900
Change to fund balance	(68,600)	(27,600)	(27,600)	1,905	1,911
Anticipated Ending Fund Balance	$ 80,128	$ 121,128	$ 121,128	$ 123,033	$ 124,944

Departmental Use	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Actual (Est)	Requested	Recommended	Adopted
Non-Departmental	23,014	-	55,000	44,300	113,800	113,800	113,800
Legislative	-	-	-	-	-	-	-
Administration	-	-	-	-	-	-	-
Economic Development	-	-	-	-	-	-	-
City Attorney	-	-	-	-	-	-	-
Finance and Information Technology	-	-	-	-	-	-	-
Community Development:							
Planning	-	-	-	-	-	-	-
Building	-	-	-	-	-	-	-
Housing	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-
Police	-	15,000	-	-	15,000	15,000	15,000
Public Works:							
Administration and Compliance	-	-	-	-	-	-	-
Roads and Infrastructure	-	-	-	-	-	-	-
Parks, Buildings, and Grounds	-	-	-	-	-	-	-
Solid Waste Management	-	-	-	-	-	-	-
Westshore Pool	-	-	-	-	-	-	-
Water O&M	-	-	-	-	-	-	-
Sewer O&M	-	-	-	-	-	-	-
CLMSD Special Projects	-	-	-	-	-	-	-
Total use	23,014	15,000	55,000	44,300	128,800	128,800	128,800

LOW-MOD HOUSING

Fiscal Year 2015-16
Fund: 219
Name: Low-Mod Housing

	Prior FYs		Current		Proposed			Projections	
	2012-13	2013-14	2014-15	2014-15	2015-16	2015-16	2015-16	2016-17	2017-18
	Actual	Actual	Budget	Actual (Est)	Requested	Recommended	Adopted	Projected	Projected
Revenue Sources									
Use of money and property	24	31	-	-	-	-	-	-	-
Other revenue	2,779	5,324	-	12,000	-	-	-	-	-
Total revenue	2,803	5,355	-	12,000	-	-	-	-	-
Expenditures									
Operations	-	3,975	10,000	-	10,000	10,000	10,000	-	-
Total expenditures	-	3,975	10,000	-	10,000	10,000	10,000	-	-
Financing Sources (Uses)									
Transfers (out)	(1,280)	-	-	-	-	-	-	-	-
Deductions from	(25,342)	(14,564)	-	-	-	-	-	-	-
Net sources (uses)	(26,622)	-	-	-	-	-	-	-	-
Resources - Use									
Surplus (deficit)	**(23,819)**	**1,380**	**(10,000)**	**12,000**	**(10,000)**	**(10,000)**	**(10,000)**	**-**	**-**

Estimated Beginning Fund Balance	$ 464,754	$ 464,754	$ 464,754	$ 454,754	$ 454,754
Inflows	-	-	-	-	-
Outflows	10,000	10,000	10,000	-	-
Change to fund balance	(10,000)	(10,000)	(10,000)	-	-
Anticipated Ending Fund Balance	$ 454,754	$ 454,754	$ 454,754	$ 454,754	$ 454,754

Departmental Use	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Actual (Est)	Requested	Recommended	Adopted
Non-Departmental	26,622	14,564	-	-	-	-	-
Legislative	-	-	-	-	-	-	-
Administration	-	-	-	-	-	-	-
Economic Development	-	-	-	-	-	-	-
City Attorney	-	-	-	-	-	-	-
Finance and Information Technology	-	-	-	-	-	-	-
Community Development:							
Planning	-	-	-	-	-	-	-
Building	-	-	-	-	-	-	-
Housing	-	3,975	10,000	-	10,000	10,000	10,000
Engineering	-	-	-	-	-	-	-
Police	-	-	-	-	-	-	-
Public Works:							
Administration and Compliance	-	-	-	-	-	-	-
Roads and Infrastructure	-	-	-	-	-	-	-
Parks, Buildings, and Grounds	-	-	-	-	-	-	-
Solid Waste Management	-	-	-	-	-	-	-
Westshore Pool	-	-	-	-	-	-	-
Water O&M	-	-	-	-	-	-	-
Sewer O&M	-	-	-	-	-	-	-
CLMSD Special Projects	-	-	-	-	-	-	-
Total use	26,622	18,539	10,000	-	10,000	10,000	10,000

CDBG HOUSING PROGRAM INCOME

Fiscal Year 2015-16
Fund: 228
Name: CDBG PI (Housing)

	Prior FYs		Current		Proposed			Projections	
	2012-13	2013-14	2014-15	2014-15	2015-16	2015-16	2015-16	2016-17	2017-18
	Actual	Actual	Budget	Actual (Est)	Requested	Recommended	Adopted	Projected	Projected
Revenue Sources									
Franchises	-	(170)	-	-	-	-	-	-	-
Use of money and property	44	13	-	-	-	-	-	-	-
Other revenue	926	(443)	-	45,339	-	25,000	25,000	30,000	30,300
Total revenue	970	(600)	-	45,339	-	25,000	25,000	30,000	30,300
Expenditures									
Operations	143	14,712	16,000	5,093	-	-	-	-	-
Grants/Loans	1,946	-	10,000	-	-	-	-	-	-
Total expenditures	2,089	14,712	26,000	5,093	-	-	-	-	-
Financing Sources (Uses)									
Transfers in	33,337	-	32,000	32,000	32,000	-	-	-	-
Transfers (out)	(11,798)	-	(9,500)	-	(32,000)	(40,000)	(40,000)	(20,000)	(10,000)
Deductions from	(72,087)	-	-	-	-	-	-	-	-
Net sources (uses)	(50,548)	-	22,500	32,000	-	(40,000)	(40,000)	(20,000)	(10,000)
Resources - Use									
Surplus (deficit)	**(51,667)**	**(15,312)**	**(3,500)**	**72,246**	**-**	**(15,000)**	**(15,000)**	**10,000**	**20,300**

Estimated Beginning Fund Balance	$ 382,889	$ 382,889	$ 382,889	$ 367,889	$ 377,889
Inflows	32,000	25,000	25,000	30,000	30,300
Outflows	32,000	40,000	40,000	20,000	10,000
Change to fund balance	-	(15,000)	(15,000)	10,000	20,300
Anticipated Ending Fund Balance	$ 382,889	$ 367,889	$ 367,889	$ 377,889	$ 398,189

Departmental Use	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Actual (Est)	Requested	Recommended	Adopted
Non-Departmental	83,885	-	9,500	-	32,000	40,000	40,000
Legislative	-	-	-	-	-	-	-
Administration	-	-	-	-	-	-	-
Economic Development	-	-	-	-	-	-	-
City Attorney	-	-	-	-	-	-	-
Finance and Information Technology	-	-	-	-	-	-	-
Community Development:							
Planning	-	-	-	-	-	-	-
Building	-	-	-	-	-	-	-
Housing	2,090	14,712	26,000	5,093	-	-	-
Engineering	-	-	-	-	-	-	-
Police	-	-	-	-	-	-	-
Public Works:							
Administration and Compliance	-	-	-	-	-	-	-
Roads and Infrastructure	-	-	-	-	-	-	-
Parks, Buildings, and Grounds	-	-	-	-	-	-	-
Solid Waste Management	-	-	-	-	-	-	-
Westshore Pool	-	-	-	-	-	-	-
Water O&M	-	-	-	-	-	-	-
Sewer O&M	-	-	-	-	-	-	-
CLMSD Special Projects	-	-	-	-	-	-	-
Total use	85,975	14,712	35,500	5,093	32,000	40,000	40,000

EMERGENCY HOUSING ASSISTANCE

Fiscal Year 2015-16
Fund: 232
Name: Emergency Housing

	Prior FYs		Current		Proposed			Projections	
	2012-13	2013-14	2014-15	2014-15	2015-16	2015-16	2015-16	2016-17	2017-18
	Actual	Actual	Budget	Actual (Est)	Requested	Recommended	Adopted	Projected	Projected
Revenue Sources									
Use of money and property	20	11	-	-	-	-	-	-	-
Other revenue	600	-	-	33	-	-	-	-	-
Total revenue	620	11	-	33	-	-	-	-	-
Expenditures									
Operations	-	-	-	1,149	-	-	-	-	-
Grants/Loans	173	-	6,000	-	6,000	6,000	6,000	-	-
Total expenditures	173	-	6,000	1,149	6,000	6,000	6,000	-	-
Financing Sources (Uses)									
Use of fund balance	-	-	6,000	-	6,000	6,000	6,000	-	-
Transfers in	1,280	-	-	-	-	-	-	-	-
Net sources (uses)	1,280	-	6,000	-	6,000	6,000	6,000	-	-
Resources - Use									
Surplus (deficit)	**1,727**	**11**	**-**	**(1,116)**	**-**	**-**	**-**	**-**	**-**
Estimated Beginning Fund Balance					$ 13,058	$ 13,058	$ 13,058	$ 7,058	$ 7,058
Inflows					-	-	-	-	-
Outflows					6,000	6,000	6,000	-	-
Change to fund balance					(6,000)	(6,000)	(6,000)	-	-
Anticipated Ending Fund Balance					$ 7,058	$ 7,058	$ 7,058	$ 7,058	$ 7,058

Departmental Use	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Actual (Est)	Requested	Recommended	Adopted
Non-Departmental	-	-	-	-	-	-	-
Legislative	-	-	-	-	-	-	-
Administration	-	-	-	-	-	-	-
Economic Development	-	-	-	-	-	-	-
City Attorney	-	-	-	-	-	-	-
Finance and Information Technology	-	-	-	-	-	-	-
Community Development:							
Planning	-	-	-	-	-	-	-
Building	-	-	-	-	-	-	-
Housing	173	-	6,000	1,149	6,000	6,000	6,000
Engineering	-	-	-	-	-	-	-
Police	-	-	-	-	-	-	-
Public Works:							
Administration and Compliance	-	-	-	-	-	-	-
Roads and Infrastructure	-	-	-	-	-	-	-
Parks, Buildings, and Grounds	-	-	-	-	-	-	-
Solid Waste Management	-	-	-	-	-	-	-
Westshore Pool	-	-	-	-	-	-	-
Water O&M	-	-	-	-	-	-	-
Sewer O&M	-	-	-	-	-	-	-
CLMSD Special Projects	-	-	-	-	-	-	-
Total use	173	-	6,000	1,149	6,000	6,000	6,000

CDBG MICROENTERPRISE FUND

Fiscal Year 2015-16
Fund: 233
Name: CDBG Microenterprise

	Prior FYs		Current		Proposed			Projections	
	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Actual (Est)	2015-16 Requested	2015-16 Recommended	2015-16 Adopted	2016-17 Projected	2017-18 Projected
Revenue Sources									
Use of money and property	14	3	-	-	-	-	-	-	-
Total revenue	14	3	-	-	-	-	-	-	-
Expenditures									
Operations	2,625	-	-	-	-	-	-	-	-
Grants/Loans	-	-	1,500	-	1,500	1,500	1,500	-	-
Total expenditures	2,625	-	1,500	-	1,500	1,500	1,500	-	-
Financing Sources (Uses)									
Net sources (uses)	-	-	-	-	-	-	-	-	-
Resources - Use									
Surplus (deficit)	**(2,611)**	**3**	**(1,500)**	**-**	**(1,500)**	**(1,500)**	**(1,500)**	**-**	**-**

Estimated Beginning Fund Balance	$ 1,812	$ 1,812	$ 1,812	$ 312	$ 312
Inflows	-	-	-	-	-
Outflows	1,500	1,500	1,500	-	-
Change to fund balance	(1,500)	(1,500)	(1,500)	-	-
Anticipated Ending Fund Balance	$ 312	$ 312	$ 312	$ 312	$ 312

Departmental Use	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Actual (Est)	Requested	Recommended	Adopted
Non-Departmental	-	-	-	-	-	-	-
Legislative	-	-	-	-	-	-	-
Administration	-	-	-	-	-	-	-
Economic Development	2,625	-	1,500	-	1,500	1,500	1,500
City Attorney	-	-	-	-	-	-	-
Finance and Information Technology	-	-	-	-	-	-	-
Community Development:							
Planning	-	-	-	-	-	-	-
Building	-	-	-	-	-	-	-
Housing	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-
Police	-	-	-	-	-	-	-
Public Works:							
Administration and Compliance	-	-	-	-	-	-	-
Roads and Infrastructure	-	-	-	-	-	-	-
Parks, Buildings, and Grounds	-	-	-	-	-	-	-
Solid Waste Management	-	-	-	-	-	-	-
Westshore Pool	-	-	-	-	-	-	-
Water O&M	-	-	-	-	-	-	-
Sewer O&M	-	-	-	-	-	-	-
CLMSD Special Projects	-	-	-	-	-	-	-
Total use	2,625	-	1,500	-	1,500	1,500	1,500

BUSINESS STABILIZATION LOAN FUND

Fiscal Year 2015-16
Fund: 234
Name: Business Stabilization

	Prior FYs		Current		Proposed			Projections	
	2012-13	2013-14	2014-15	2014-15	2015-16	2015-16	2015-16	2016-17	2017-18
	Actual	Actual	Budget	Actual (Est)	Requested	Recommended	Adopted	Projected	Projected
Revenue Sources									
Use of money and property	8	9	-	-	-	-	-	-	-
Other revenue	481	5,424	5,300	3,000	5,300	5,300	5,300	6,360	6,424
Total revenue	489	5,433	5,300	3,000	5,300	5,300	5,300	6,360	6,424
Expenditures									
Total expenditures	-	-	-	-	-	-	-	-	-
Financing Sources (Uses)									
Transfers (out)	(4,980)	-	(5,300)	-	(5,300)	(5,300)	(5,300)	(6,360)	(6,360)
Net sources (uses)	(4,980)	-	(5,300)	-	(5,300)	(5,300)	(5,300)	(6,360)	(6,360)
Resources - Use									
Surplus (deficit)	**(4,491)**	**5,433**	**-**	**3,000**	**-**	**-**	**-**	**-**	**64**
Estimated Beginning Fund Balance					$ 66,354	$ 66,354	$ 66,354	$ 66,354	$ 66,354
Inflows					5,300	5,300	5,300	6,360	6,424
Outflows					5,300	5,300	5,300	6,360	6,360
Change to fund balance					-	-	-	-	64
Anticipated Ending Fund Balance					$ 66,354	$ 66,354	$ 66,354	$ 66,354	$ 66,418

Departmental Use	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Actual (Est)	Requested	Recommended	Adopted
Non-Departmental	4,980	-	5,300	-	5,300	5,300	5,300
Legislative	-	-	-	-	-	-	-
Administration	-	-	-	-	-	-	-
Economic Development	-	-	-	-	-	-	-
City Attorney	-	-	-	-	-	-	-
Finance and Information Technology	-	-	-	-	-	-	-
Community Development:							
Planning	-	-	-	-	-	-	-
Building	-	-	-	-	-	-	-
Housing	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-
Police	-	-	-	-	-	-	-
Public Works:							
Administration and Compliance	-	-	-	-	-	-	-
Roads and Infrastructure	-	-	-	-	-	-	-
Parks, Buildings, and Grounds	-	-	-	-	-	-	-
Solid Waste Management	-	-	-	-	-	-	-
Westshore Pool	-	-	-	-	-	-	-
Water O&M	-	-	-	-	-	-	-
Sewer O&M	-	-	-	-	-	-	-
CLMSD Special Projects	-	-	-	-	-	-	-
Total use	4,980	-	5,300	-	5,300	5,300	5,300

2012 HOME GRANT

Fiscal Year 2015-16
Fund: 238
Name: CDBG Housing Grant, 2010

	Prior FYs		Current		Proposed			Projections	
	2012-13	2013-14	2014-15	2014-15	2015-16	2015-16	2015-16	2016-17	2017-18
	Actual	Actual	Budget	Actual (Est)	Requested	Recommended	Adopted	Projected	Projected
Revenue Sources									
Use of money and property	-	559	-	-	-	-	-	-	-
Federal funding	365,342	-	-	-	-	-	-	-	-
Other revenue	-	-	-	750	-	-	-	-	-
Total revenue	365,342	559	-	750	-	-	-	-	-
Expenditures									
Operations	13,549	72,087	-	-	-	-	-	-	-
Grants/Loans	(140,006)	(7,895)	-	-	-	-	-	-	-
Debt service	-	7,321	-	-	-	-	-	-	-
Total expenditures	(126,457)	71,513	-	-	-	-	-	-	-
Financing Sources (Uses)									
Transfers (out)	(42,448)	(15,814)	-	-	-	-	-	-	-
Net sources (uses)	(42,448)	(15,814)	-	-	-	-	-	-	-
Resources - Use									
Surplus (deficit)	**449,351**	**(86,768)**	**-**	**750**	**-**	**-**	**-**	**-**	**-**
Estimated Beginning Fund Balance					$ 443,447	$ 443,447	$ 443,447	$ 443,447	$ 443,447
Inflows					-	-	-	-	-
Outflows					-	-	-	-	-
Change to fund balance					-	-	-	-	-
Anticipated Ending Fund Balance					$ 443,447	$ 443,447	$ 443,447	$ 443,447	$ 443,447

Departmental Use	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Actual (Est)	Requested	Recommended	Adopted
Non-Departmental	42,448	23,135	-	-	-	-	-
Legislative	-	-	-	-	-	-	-
Administration	-	-	-	-	-	-	-
Economic Development	-	-	-	-	-	-	-
City Attorney	-	-	-	-	-	-	-
Finance and Information Technology	-	-	-	-	-	-	-
Community Development:							
Planning	-	-	-	-	-	-	-
Building	-	-	-	-	-	-	-
Housing	(126,457)	64,192	-	-	-	-	-
Engineering	-	-	-	-	-	-	-
Police	-	-	-	-	-	-	-
Public Works:							
Administration and Compliance	-	-	-	-	-	-	-
Roads and Infrastructure	-	-	-	-	-	-	-
Parks, Buildings, and Grounds	-	-	-	-	-	-	-
Solid Waste Management	-	-	-	-	-	-	-
Westshore Pool	-	-	-	-	-	-	-
Water O&M	-	-	-	-	-	-	-
Sewer O&M	-	-	-	-	-	-	-
CLMSD Special Projects	-	-	-	-	-	-	-
Total use	(84,009)	87,327	-	-	-	-	-

TENTH STREET DRAINAGE

Fiscal Year 2015-16
Fund: 401
Name: Tenth Street Drainage

	Prior FYs		Current		Proposed			Projections	
	2012-13	2013-14	2014-15	2014-15	2015-16	2015-16	2015-16	2016-17	2017-18
	Actual	Actual	Budget	Actual (Est)	Requested	Recommended	Adopted	Projected	Projected
Revenue Sources									
Use of money and property	262	134	300	-	300	300	300	308	317
Total revenue	262	134	300	-	300	300	300	308	317
Expenditures									
Total expenditures	-	-	-	-	-	-	-	-	-
Financing Sources (Uses)									
Net sources (uses)	-	-	-	-	-	-	-	-	-
Resources - Use									
Surplus (deficit)	**262**	**134**	**300**	**-**	**300**	**300**	**300**	**308**	**317**

Estimated Beginning Fund Balance	$ 84,956	$ 84,956	$ 84,956	$ 85,256	$ 85,564
Inflows	300	300	300	308	317
Outflows	-	-	-	-	-
Change to fund balance	300	300	300	308	317
Anticipated Ending Fund Balance	$ 85,256	$ 85,256	$ 85,256	$ 85,564	$ 85,880

Departmental Use	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Actual (Est)	Requested	Recommended	Adopted
Non-Departmental	-	-	-	-	-	-	-
Legislative	-	-	-	-	-	-	-
Administration	-	-	-	-	-	-	-
Economic Development	-	-	-	-	-	-	-
City Attorney	-	-	-	-	-	-	-
Finance and Information Technology	-	-	-	-	-	-	-
Community Development:							
Planning	-	-	-	-	-	-	-
Building	-	-	-	-	-	-	-
Housing	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-
Police	-	-	-	-	-	-	-
Public Works:							
Administration and Compliance	-	-	-	-	-	-	-
Roads and Infrastructure	-	-	-	-	-	-	-
Parks, Buildings, and Grounds	-	-	-	-	-	-	-
Solid Waste Management	-	-	-	-	-	-	-
Westshore Pool	-	-	-	-	-	-	-
Water O&M	-	-	-	-	-	-	-
Sewer O&M	-	-	-	-	-	-	-
CLMSD Special Projects	-	-	-	-	-	-	-
Total use	-	-	-	-	-	-	-

LAKEPORT BLVD IMPROVEMENT

Fiscal Year 2015-16
Fund: 402
Name: Lakeport Blvd Improvement

	Prior FYs		Current		Proposed			Projections	
	2012-13	2013-14	2014-15	2014-15	2015-16	2015-16	2015-16	2016-17	2017-18
	Actual	Actual	Budget	Actual (Est)	Requested	Recommended	Adopted	Projected	Projected
Revenue Sources									
Use of money and property	359	184	400	-	400	400	400	410	422
Total revenue	359	184	400	-	400	400	400	410	422
Expenditures									
Total expenditures	-	-	-	-	-	-	-	-	-
Financing Sources (Uses)									
Net sources (uses)	-	-	-	-	-	-	-	-	-
Resources - Use									
Surplus (deficit)	**359**	**184**	**400**	**-**	**400**	**400**	**400**	**410**	**422**

Estimated Beginning Fund Balance	$ 116,491	$ 116,491	$ 116,491	$ 116,891	$ 117,301
Inflows	400	400	400	410	422
Outflows	-	-	-	-	-
Change to fund balance	400	400	400	410	422
Anticipated Ending Fund Balance	$ 116,891	$ 116,891	$ 116,891	$ 117,301	$ 117,723

Departmental Use	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Actual (Est)	Requested	Recommended	Adopted
Non-Departmental	-	-	-	-	-	-	-
Legislative	-	-	-	-	-	-	-
Administration	-	-	-	-	-	-	-
Economic Development	-	-	-	-	-	-	-
City Attorney	-	-	-	-	-	-	-
Finance and Information Technology	-	-	-	-	-	-	-
Community Development:							
Planning	-	-	-	-	-	-	-
Building	-	-	-	-	-	-	-
Housing	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-
Police	-	-	-	-	-	-	-
Public Works:							
Administration and Compliance	-	-	-	-	-	-	-
Roads and Infrastructure	-	-	-	-	-	-	-
Parks, Buildings, and Grounds	-	-	-	-	-	-	-
Solid Waste Management	-	-	-	-	-	-	-
Westshore Pool	-	-	-	-	-	-	-
Water O&M	-	-	-	-	-	-	-
Sewer O&M	-	-	-	-	-	-	-
CLMSD Special Projects	-	-	-	-	-	-	-
Total use	-	-	-	-	-	-	-

SOUTH MAIN IMPROVEMENT

Fiscal Year 2015-16
Fund: 403
Name: South Main Street Improvement

	Prior FYs		Current		Proposed			Projections	
	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Actual (Est)	2015-16 Requested	2015-16 Recommended	2015-16 Adopted	2016-17 Projected	2017-18 Projected
Revenue Sources									
Use of money and property	190	98	250	-	250	250	250	256	264
Total revenue	190	98	250	-	250	250	250	256	264
Expenditures									
Capital outlay/CIP	-	-	-	-	61,000	61,000	61,000	-	-
Total expenditures	-	-	-	-	61,000	61,000	61,000	-	-
Financing Sources (Uses)									
Use of fund balance	-	-	-	-	60,750	60,750	60,750	-	-
Net sources (uses)	-	-	-	-	60,750	60,750	60,750	-	-
Resources - Use									
Surplus (deficit)	**190**	**98**	**250**	**-**	**-**	**-**	**-**	**256**	**264**

Estimated Beginning Fund Balance	$ 61,715	$ 61,715	$ 61,715	$ 965	$ 1,221
Inflows	250	250	250	256	264
Outflows	61,000	61,000	61,000	-	-
Change to fund balance	(60,750)	(60,750)	(60,750)	256	264
Anticipated Ending Fund Balance	$ 965	$ 965	$ 965	$ 1,221	$ 1,485

Departmental Use	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Actual (Est)	Requested	Recommended	Adopted
Non-Departmental	-	-	-	-	-	-	-
Legislative	-	-	-	-	-	-	-
Administration	-	-	-	-	-	-	-
Economic Development	-	-	-	-	-	-	-
City Attorney	-	-	-	-	-	-	-
Finance and Information Technology	-	-	-	-	-	-	-
Community Development:							
Planning	-	-	-	-	-	-	-
Building	-	-	-	-	-	-	-
Housing	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-
Police	-	-	-	-	-	-	-
Public Works:							
Administration and Compliance	-	-	-	-	-	-	-
Roads and Infrastructure	-	-	-	-	61,000	61,000	61,000
Parks, Buildings, and Grounds	-	-	-	-	-	-	-
Solid Waste Management	-	-	-	-	-	-	-
Westshore Pool	-	-	-	-	-	-	-
Water O&M	-	-	-	-	-	-	-
Sewer O&M	-	-	-	-	-	-	-
CLMSD Special Projects	-	-	-	-	-	-	-
Total use	-	-	-	-	61,000	61,000	61,000

PARKSIDE TRAFFIC MITIGATION

Fiscal Year 2015-16
Fund: 407
Name: Parkside Traffic Mitigation

	Prior FYs		Current		Proposed			Projections	
	2012-13	2013-14	2014-15	2014-15	2015-16	2015-16	2015-16	2016-17	2017-18
	Actual	Actual	Budget	Actual (Est)	Requested	Recommended	Adopted	Projected	Projected
Revenue Sources									
Use of money and property	53	27	50	-	50	50	50	51	53
Total revenue	53	27	50	-	50	50	50	51	53
Expenditures									
Total expenditures	-	-	-	-	-	-	-	-	-
Financing Sources (Uses)									
Net sources (uses)	-	-	-	-	-	-	-	-	-
Resources - Use									
Surplus (deficit)	**53**	**27**	**50**	**-**	**50**	**50**	**50**	**51**	**53**

Estimated Beginning Fund Balance	$ 17,202	$ 17,202	$ 17,202	$ 17,252	$ 17,303
Inflows	50	50	50	51	53
Outflows	-	-	-	-	-
Change to fund balance	50	50	50	51	53
Anticipated Ending Fund Balance	$ 17,252	$ 17,252	$ 17,252	$ 17,303	$ 17,356

Departmental Use	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Actual (Est)	Requested	Recommended	Adopted
Non-Departmental	-	-	-	-	-	-	-
Legislative	-	-	-	-	-	-	-
Administration	-	-	-	-	-	-	-
Economic Development	-	-	-	-	-	-	-
City Attorney	-	-	-	-	-	-	-
Finance and Information Technology	-	-	-	-	-	-	-
Community Development:							
Planning	-	-	-	-	-	-	-
Building	-	-	-	-	-	-	-
Housing	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-
Police	-	-	-	-	-	-	-
Public Works:							
Administration and Compliance	-	-	-	-	-	-	-
Roads and Infrastructure	-	-	-	-	-	-	-
Parks, Buildings, and Grounds	-	-	-	-	-	-	-
Solid Waste Management	-	-	-	-	-	-	-
Westshore Pool	-	-	-	-	-	-	-
Water O&M	-	-	-	-	-	-	-
Sewer O&M	-	-	-	-	-	-	-
CLMSD Special Projects	-	-	-	-	-	-	-
Total use	-	-	-	-	-	-	-

PARALLEL/BEVINS STORM WATER MAINTENANCE

Fiscal Year 2015-16
Fund: 408
Name: Parallel/Bevins Storm Maintenance

	Prior FYs		Current		Proposed			Projections	
	2012-13	2013-14	2014-15	2014-15	2015-16	2015-16	2015-16	2016-17	2017-18
	Actual	Actual	Budget	Actual (Est)	Requested	Recommended	Adopted	Projected	Projected
Revenue Sources									
Use of money and property	61	31	50	-	50	50	50	51	53
Other revenue	19,794	-	-	-	-	-	-	-	-
Total revenue	19,855	31	50	-	50	50	50	51	53
Expenditures									
Total expenditures	-	-	-	-	-	-	-	-	-
Financing Sources (Uses)									
Net sources (uses)	-	-	-	-	-	-	-	-	-
Resources - Use									
Surplus (deficit)	**19,855**	**31**	**50**	**-**	**50**	**50**	**50**	**51**	**53**

Estimated Beginning Fund Balance	$ 19,887	$ 19,887	$ 19,887	$ 19,937	$ 19,988
Inflows	50	50	50	51	53
Outflows	-	-	-	-	-
Change to fund balance	50	50	50	51	53
Anticipated Ending Fund Balance	$ 19,937	$ 19,937	$ 19,937	$ 19,988	$ 20,041

Departmental Use	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Actual (Est)	Requested	Recommended	Adopted
Non-Departmental	-	-	-	-	-	-	-
Legislative	-	-	-	-	-	-	-
Administration	-	-	-	-	-	-	-
Economic Development	-	-	-	-	-	-	-
City Attorney	-	-	-	-	-	-	-
Finance and Information Technology	-	-	-	-	-	-	-
Community Development:							
Planning	-	-	-	-	-	-	-
Building	-	-	-	-	-	-	-
Housing	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-
Police	-	-	-	-	-	-	-
Public Works:							
Administration and Compliance	-	-	-	-	-	-	-
Roads and Infrastructure	-	-	-	-	-	-	-
Parks, Buildings, and Grounds	-	-	-	-	-	-	-
Solid Waste Management	-	-	-	-	-	-	-
Westshore Pool	-	-	-	-	-	-	-
Water O&M	-	-	-	-	-	-	-
Sewer O&M	-	-	-	-	-	-	-
CLMSD Special Projects	-	-	-	-	-	-	-
Total use	-	-	-	-	-	-	-

LAKESHORE STORM DAMAGE REPAIR

Fiscal Year 2015-16
Fund: 410
Name: Lakeshore Storm Damage ER

	Prior FYs		Current		Proposed			Projections	
	2012-13	2013-14	2014-15	2014-15	2015-16	2015-16	2015-16	2016-17	2017-18
	Actual	Actual	Budget	Actual (Est)	Requested	Recommended	Adopted	Projected	Projected
Revenue Sources									
Use of money and property	28	15	20	-	-	-	-	-	-
State funding	261	-	61,000	-	755,678	725,678	725,678	-	-
Charges for service	-	-	-	-	-	-	-	-	-
Other revenue	-	-	-	-	-	-	-	-	-
Total revenue	289	15	61,020	-	755,678	725,678	725,678	-	-
Expenditures									
Capital outlay/CIP	-	-	61,000	-	775,000	775,000	775,000	-	-
Total expenditures	-	-	61,000	-	775,000	775,000	775,000	-	-
Financing Sources (Uses)									
Transfers in	-	-	-	-	10,000	40,000	40,000	-	-
Net sources (uses)	-	-	-	-	10,000	40,000	40,000	-	-
Resources - Use									
Surplus (deficit)	**289**	**15**	**20**	**-**	**(9,322)**	**(9,322)**	**(9,322)**	**-**	**-**
Estimated Beginning Fund Balance					$ 9,322	$ 9,322	$ 9,322	$ -	$ -
Inflows					765,678	765,678	765,678	-	-
Outflows					775,000	775,000	775,000	-	-
Change to fund balance					(9,322)	(9,322)	(9,322)	-	-
Anticipated Ending Fund Balance					$ -	$ -	$ -	$ -	$ -

Departmental Use	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Actual (Est)	Requested	Recommended	Adopted
Non-Departmental	-	-	-	-	-	-	-
Legislative	-	-	-	-	-	-	-
Administration	-	-	-	-	-	-	-
Economic Development	-	-	-	-	-	-	-
City Attorney	-	-	-	-	-	-	-
Finance and Information Technology	-	-	-	-	-	-	-
Community Development:							
Planning	-	-	-	-	-	-	-
Building	-	-	-	-	-	-	-
Housing	-	-	-	-	-	-	-
Engineering	-	-	61,000	-	-	-	-
Police	-	-	-	-	-	-	-
Public Works:							
Administration and Compliance	-	-	-	-	-	-	-
Roads and Infrastructure	-	-	-	-	775,000	775,000	775,000
Parks, Buildings, and Grounds	-	-	-	-	-	-	-
Solid Waste Management	-	-	-	-	-	-	-
Westshore Pool	-	-	-	-	-	-	-
Water O&M	-	-	-	-	-	-	-
Sewer O&M	-	-	-	-	-	-	-
CLMSD Special Projects	-	-	-	-	-	-	-
Total use	-	-	61,000	-	775,000	775,000	775,000

STORM DRAINAGE

Fiscal Year 2015-16
Fund: 414
Name: Storm Drainage

	Prior FYs		Current		Proposed			Projections	
	2012-13	2013-14	2014-15	2014-15	2015-16	2015-16	2015-16	2016-17	2017-18
	Actual	Actual	Budget	Actual (Est)	Requested	Recommended	Adopted	Projected	Projected
Revenue Sources									
Use of money and property	1,097	559	1,000	750	500	500	500	513	528
Other revenue	7,327	-	-	-	-	-	-	-	-
Total revenue	8,424	559	1,000	750	500	500	500	513	528
Expenditures									
Operations	14,129	-	21,500	-	-	-	-	-	-
Capital outlay/CIP	-	-	175,000	15,000	150,000	150,000	150,000	-	-
Total expenditures	14,129	-	196,500	15,000	150,000	150,000	150,000	-	-
Financing Sources (Uses)									
Use of fund balance	-	-	94,700	-	153,700	153,700	153,700	-	-
Transfers (out)	(1,482)	-	(4,200)	(1,500)	(4,200)	(4,200)	(4,200)	-	-
Net sources (uses)	(1,482)	-	90,500	(1,500)	149,500	149,500	149,500	-	-
Resources - Use									
Surplus (deficit)	**(7,187)**	**559**	**(105,000)**	**(15,750)**	**-**	**-**	**-**	**513**	**528**

Estimated Beginning Fund Balance	$ 337,923	$ 337,923	$ 337,923	$ 184,223	$ 184,736
Inflows	500	500	500	513	528
Outflows	154,200	154,200	154,200	-	-
Change to fund balance	(153,700)	(153,700)	(153,700)	513	528
Anticipated Ending Fund Balance	$ 184,223	$ 184,223	$ 184,223	$ 184,736	$ 185,263

Departmental Use	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Actual (Est)	Requested	Recommended	Adopted
Non-Departmental	1,482	-	4,200	1,500	4,200	4,200	4,200
Legislative	-	-	-	-	-	-	-
Administration	-	-	-	-	-	-	-
Economic Development	-	-	-	-	-	-	-
City Attorney	-	-	-	-	-	-	-
Finance and Information Technology	-	-	-	-	-	-	-
Community Development:							
Planning	-	-	-	-	-	-	-
Building	285	-	-	-	-	-	-
Housing	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-
Police	-	-	-	-	-	-	-
Public Works:							
Administration and Compliance	-	-	-	-	-	-	-
Roads and Infrastructure	13,845	-	196,500	15,000	150,000	150,000	150,000
Parks, Buildings, and Grounds	-	-	-	-	-	-	-
Solid Waste Management	-	-	-	-	-	-	-
Westshore Pool	-	-	-	-	-	-	-
Water O&M	-	-	-	-	-	-	-
Sewer O&M	-	-	-	-	-	-	-
CLMSD Special Projects	-	-	-	-	-	-	-
Total use	15,612	-	200,700	16,500	154,200	154,200	154,200

LAKESHORE BLVD HSIPL (SAFETY)

Fiscal Year 2015-16
Fund: 415
Name: Lakeshore Blvd HSIPL

	Prior FYs		Current		Proposed			Projections	
	2012-13	2013-14	2014-15	2014-15	2015-16	2015-16	2015-16	2016-17	2017-18
	Actual	Actual	Budget	Actual (Est)	Requested	Recommended	Adopted	Projected	Projected
Revenue Sources									
Use of money and property	-	1	-	-	-	-	-	-	-
State funding	266	-	161,700	-	-	-	-	-	-
Total revenue	266	1	161,700	-	-	-	-	-	-
Expenditures									
Capital outlay/CIP	-	(527)	147,000	792	-	-	-	-	-
Total expenditures	-	(527)	147,000	792	-	-	-	-	-
Financing Sources (Uses)									
Net sources (uses)	-	-	-	-	-	-	-	-	-
Resources - Use									
Surplus (deficit)	**266**	**528**	**14,700**	**(792)**	**-**	**-**	**-**	**-**	**-**
Estimated Beginning Fund Balance					$ 2	$ 2	$ 2	$ 2	$ 2
Inflows					-	-	-	-	-
Outflows					-	-	-	-	-
Change to fund balance					-	-	-	-	-
Anticipated Ending Fund Balance					$ 2	$ 2	$ 2	$ 2	$ 2

Departmental Use	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Actual (Est)	Requested	Recommended	Adopted
Non-Departmental	266	(527)	-	-	-	-	-
Legislative	-	-	-	-	-	-	-
Administration	-	-	-	-	-	-	-
Economic Development	-	-	-	-	-	-	-
City Attorney	-	-	-	-	-	-	-
Finance and Information Technology	-	-	-	-	-	-	-
Community Development:							
Planning	-	-	-	-	-	-	-
Building	-	-	-	-	-	-	-
Housing	-	-	-	-	-	-	-
Engineering	(266)	-	147,000	792	-	-	-
Police	-	-	-	-	-	-	-
Public Works:							
Administration and Compliance	-	-	-	-	-	-	-
Roads and Infrastructure	-	-	-	-	-	-	-
Parks, Buildings, and Grounds	-	-	-	-	-	-	-
Solid Waste Management	-	-	-	-	-	-	-
Westshore Pool	-	-	-	-	-	-	-
Water O&M	-	-	-	-	-	-	-
Sewer O&M	-	-	-	-	-	-	-
CLMSD Special Projects	-	-	-	-	-	-	-
Total use	-	(527)	147,000	792	-	-	-

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PROPRIETARY

Proprietary funds account for City operations financed and operated in a manner similar to a private business enterprise.

Enterprise Funds

The City maintains several enterprise funds responsible for budgeting and tracking expenses in the delivery of water and sewer services. The intent of the City is that the cost of providing goods and services be financed primarily through user charges.

Water Operations and Maintenance (501)
Chapter 13.04 of the Lakeport Municipal Code provides the authority for City to operate water system. Revenues (fees and charges) are collected to pay for service (water) received in this fund.

Water Expansion Fund (502)
This fund is used to track fees on new development to pay for distribution system, plant preservation, and system capacity expansion.

USDA Water Project Fund (504)
This fund was created to track the expenses associated with the pending application to the USDA for low interest, long-term financing for capital projects in the water system. It will ultimately will convert to a debt service fund when repayment begins.

Sewer Operations and Maintenance (601)
Chapter 13.20 of the Lakeport Municipal Code provides the authority for the City to operate sewer system. Revenues (fees and charges) are collected to pay for availability of collection, transportation, treatment, and disposal system. In addition, grazing lease payments, LACOSAN payments for flows, tax revenues, FEMA storm damage reimbursement, OES storm damage reimbursement, and insurance rebates have been credited to this fund.

City of Lakeport Municipal Sewer District Expansion Fund (602)
This fund is used to track new construction connection fees to provide for major repair, improvement, and expansion of sewer collection, transmission, treatment, and disposal facilities. See Lakeport Municipal Code Section 13.20.030.

USDA Sewer Project Fund (604)
This fund was created to track the expenses associated with the pending application to the USDA for low interest, long-term financing for capital projects in the sewer system. It will ultimately convert to a debt service fund when repayment begins.

City of Lakeport Municipal Sewer District Assessment District 91-1 Fund (605)
This is a debt service fund used to track repayment of a bond secured by a land-based assessment to pay for sewer expansion project completed in 1991.

Internal Service Fund

Internal service funds are designed to track expenses common to most, if not all, City departments. The City maintains a single internal service fund to track expenses related to risk management (liability and worker's comp insurance).

Risk Management and Insurance Internal Service Fund (701)
This fund tracks expenses related to medical, liability and workers' comp insurance premiums; deductibles; and direct charges. The City is an associate member of the Redwood Empire Municipal Insurance Fund (REMIF), which manages its claims and other risk management activities.

WATER O&M

Fiscal Year 2015-16
Fund: 501
Name: Water O&M

	Prior FYs		Current		Proposed			Projections	
	2012-13	2013-14	2014-15	2014-15	2015-16	2015-16	2015-16	2016-17	2017-18
	Actual	Actual	Budget	Actual (Est)	Requested	Recommended	Adopted	Projected	Projected
Revenue Sources									
Use of money and property	1,061	735	1,500	1,500	1,500	1,500	1,500	1,538	1,584
Federal funding	-	-	-	-	2,500,000	2,500,000	2,500,000	-	-
Charges for service	1,470,681	1,682,657	1,913,000	1,826,871	2,184,563	2,184,563	2,184,563	2,250,100	2,317,603
Other revenue	7,239	-	8,000	5,000	2,000	2,000	2,000	2,400	2,424
Total revenue	1,478,981	1,683,392	1,922,500	1,833,371	4,688,063	4,688,063	4,688,063	2,254,037	2,321,611
Expenditures									
Salaries and benefits	683,539	748,673	825,224	761,813	890,219	858,957	858,957	910,494	965,124
Operations	472,543	519,723	719,186	597,800	731,962	757,898	757,898	776,845	796,267
Debt service	257,430	261,631	221,473	266,307	360,927	360,927	360,927	360,927	360,927
Capital outlay/CIP	208,127	82,799	210,050	175,311	256,110	242,610	242,610	121,305	121,305
Total expenditures	1,621,639	1,612,826	1,975,933	1,801,231	2,239,218	2,220,392	2,220,392	2,169,572	2,243,623
Financing Sources (Uses)									
Use of fund balance	-	-	41,037	-	27,139	27,139	27,139	-	-
Transfers in	-	8,125	10,000	10,000	14,520	12,000	12,000	6,000	6,060
Transfers (out)	(32,971)	(1,400,000)	-	-	(2,500,000)	(2,500,000)	(2,500,000)	-	-
Net sources (uses)	(32,971)	(1,391,875)	51,037	10,000	(2,458,341)	(2,460,861)	(2,460,861)	6,000	6,060
Resources - Use									
Surplus (deficit)	**(175,629)**	**(1,321,309)**	**(2,396)**	**42,140**	**(9,496)**	**6,810**	**6,810**	**90,466**	**84,048**

Estimated Beginning Fund Balance	$ 554,993	$ 554,993	$ 554,993	$ 534,664	$ 625,130
Inflows	4,702,583	4,700,063	4,700,063	2,260,037	2,327,671
Outflows	4,739,218	4,720,392	4,720,392	2,169,572	2,243,623
Change to fund balance	(36,635)	(20,329)	(20,329)	90,466	84,048
Anticipated Ending Fund Balance	$ 518,358	$ 534,664	$ 534,664	$ 625,130	$ 709,177

Departmental Use	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Actual (Est)	Requested	Recommended	Adopted
Non-Departmental	71,912	1,744,222	305,181	320,015	2,920,531	2,920,531	2,920,531
Legislative	-	-	-	-	-	-	-
Administration	84,688	90,779	116,780	112,662	138,604	147,960	147,960
Economic Development	-	-	-	-	-	-	-
City Attorney	14,353	26,755	34,466	32,466	26,000	26,000	26,000
Finance and Information Technology	133,605	132,774	164,526	165,185	192,334	184,210	184,210
Community Development:							
Planning	9,871	10,567	34,516	34,516	28,135	28,135	28,135
Building	6,091	4,737	8,556	8,556	11,293	11,293	11,293
Housing	-	-	-	-	-	-	-
Engineering	38,217	64,948	43,907	38,654	39,021	27,964	27,964
Police	-	-	-	-	-	-	-
Public Works:							
Administration and Compliance	-	-	-	-	213,869	213,869	213,869
Roads and Infrastructure	95,834	93,920	112,222	95,619	67,442	67,442	67,442
Parks, Buildings, and Grounds	-	-	-	-	2,700	7,200	7,200
Solid Waste Management	-	-	-	-	-	-	-
Westshore Pool	-	-	-	-	-	-	-
Water O&M	1,189,717	840,675	1,143,914	987,978	1,086,943	1,073,443	1,073,443
Sewer O&M	10,322	3,449	11,865	5,581	12,345	12,345	12,345
CLMSD Special Projects	-	-	-	-	-	-	-
Total use	1,654,610	3,012,826	1,975,933	1,801,232	4,739,217	4,720,392	4,720,392

WATER EXPANSION

Fiscal Year 2015-16
Fund: 502
Name: Water Expansion

	Prior FYs		Current		Proposed			Projections	
	2012-13	2013-14	2014-15	2014-15	2015-16	2015-16	2015-16	2016-17	2017-18
	Actual	Actual	Budget	Actual (Est)	Requested	Recommended	Adopted	Projected	Projected
Revenue Sources									
Use of money and property	1,284	473	1,000	1,000	500	500	500	513	528
Charges for service	204,697	-	-	-	-	-	-	-	-
Other revenue	47,804	-	-	-	-	-	-	-	-
Total revenue	253,785	473	1,000	1,000	500	500	500	513	528
Expenditures									
Debt service	-	-	75,203	75,203	75,203	75,203	75,203	-	-
Capital outlay/CIP	9,888	-	-	-	-	-	-	-	-
Total expenditures	9,888	-	75,203	75,203	75,203	75,203	75,203	-	-
Financing Sources (Uses)									
Net sources (uses)	-	-	-	-	-	-	-	-	-
Resources - Use									
Surplus (deficit)	**243,897**	**473**	**(74,203)**	**(74,203)**	**(74,703)**	**(74,703)**	**(74,703)**	**513**	**528**

Estimated Beginning Fund Balance	$ 224,655	$ 224,655	$ 224,655	$ 149,952	$ 150,465
Inflows	500	500	500	513	528
Outflows	75,203	75,203	75,203	-	-
Change to fund balance	(74,703)	(74,703)	(74,703)	513	528
Anticipated Ending Fund Balance	$ 149,952	$ 149,952	$ 149,952	$ 150,465	$ 150,992

Departmental Use	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Actual (Est)	Requested	Recommended	Adopted
Non-Departmental	-	-	75,203	75,203	75,203	75,203	75,203
Legislative	-	-	-	-	-	-	-
Administration	-	-	-	-	-	-	-
Economic Development	-	-	-	-	-	-	-
City Attorney	-	-	-	-	-	-	-
Finance and Information Technology	-	-	-	-	-	-	-
Community Development:							
Planning	-	-	-	-	-	-	-
Building	-	-	-	-	-	-	-
Housing	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-
Police	-	-	-	-	-	-	-
Public Works:							
Administration and Compliance	-	-	-	-	-	-	-
Roads and Infrastructure	-	-	-	-	-	-	-
Parks, Buildings, and Grounds	-	-	-	-	-	-	-
Solid Waste Management	-	-	-	-	-	-	-
Westshore Pool	-	-	-	-	-	-	-
Water O&M	9,888	-	-	-	-	-	-
Sewer O&M	-	-	-	-	-	-	-
CLMSD Special Projects	-	-	-	-	-	-	-
Total use	9,888	-	75,203	75,203	75,203	75,203	75,203

USDA WATER PROJECT

Fiscal Year 2015-16
Fund: 504
Name: USDA Water Project

	Prior FYs		Current		Proposed			Projections	
	2012-13	2013-14	2014-15	2014-15	2015-16	2015-16	2015-16	2016-17	2017-18
	Actual	Actual	Budget	Actual (Est)	Requested	Recommended	Adopted	Projected	Projected
Revenue Sources									
Use of money and property	-	1,657	-	-	-	-	-	-	-
Federal funding	-	-	2,615,000	3,000,000	-	-	-	-	-
Total revenue	-	1,657	2,615,000	3,000,000	-	-	-	-	-
Expenditures									
Operations	36,808	231,710	116,000	501,780	-	-	-	-	-
Capital outlay/CIP	-	177,123	2,654,215	2,500,000	2,500,000	2,500,000	2,500,000	-	-
Total expenditures	36,808	408,833	2,770,215	3,001,780	2,500,000	2,500,000	2,500,000	-	-
Financing Sources (Uses)									
Transfers in	-	1,400,000	-	-	2,500,000	2,500,000	2,500,000	-	-
Net sources (uses)	-	1,400,000	-	-	2,500,000	2,500,000	2,500,000	-	-
Resources - Use									
Surplus (deficit)	**(36,808)**	**992,824**	**(155,215)**	**(1,780)**	**-**	**-**	**-**	**-**	**-**
Estimated Beginning Fund Balance					$ 845,999	$ 845,999	$ 845,999	$ 845,999	$ 845,999
Inflows					2,500,000	2,500,000	2,500,000	-	-
Outflows					2,500,000	2,500,000	2,500,000	-	-
Change to fund balance					-	-	-	-	-
Anticipated Ending Fund Balance					$ 845,999	$ 845,999	$ 845,999	$ 845,999	$ 845,999

Departmental Use	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Actual (Est)	Requested	Recommended	Adopted
Non-Departmental	-	-	-	-	-	-	-
Legislative	-	-	-	-	-	-	-
Administration	4,729	3,030	-	-	-	-	-
Economic Development	-	-	-	-	-	-	-
City Attorney	-	-	1,000	820	-	-	-
Finance and Information Technology	1,447	280	10,000	-	-	-	-
Community Development:							
Planning	10,428	-	5,000	-	-	-	-
Building	-	-	-	-	-	-	-
Housing	-	-	-	-	-	-	-
Engineering	-	254,850	899,988	1,500,960	-	-	-
Police	-	-	-	-	-	-	-
Public Works:							
Administration and Compliance	-	-	-	-	-	-	-
Roads and Infrastructure	-	-	-	-	-	-	-
Parks, Buildings, and Grounds	-	-	-	-	-	-	-
Solid Waste Management	-	-	-	-	-	-	-
Westshore Pool	-	-	-	-	-	-	-
Water O&M	20,204	150,672	1,854,227	1,500,000	2,500,000	2,500,000	2,500,000
Sewer O&M	-	-	-	-	-	-	-
CLMSD Special Projects	-	-	-	-	-	-	-
Total use	36,808	408,832	2,770,215	3,001,780	2,500,000	2,500,000	2,500,000

SEWER O&M

Fiscal Year 2015-16
Fund: 601
Name: Sewer O&M

	Prior FYs		Current		Proposed			Projections	
	2012-13	2013-14	2014-15	2014-15	2015-16	2015-16	2015-16	2016-17	2017-18
	Actual	Actual	Budget	Actual (Est)	Requested	Recommended	Adopted	Projected	Projected
Revenue Sources									
Taxes	45,589	62,578	39,250	39,250	49,600	49,600	49,600	52,080	53,642
Use of money and property	33,384	32,349	101,500	31,500	47,000	47,000	47,000	48,175	49,620
Federal funding	-	-	-	-	-	4,000,000	4,000,000	-	-
Charges for service	1,682,523	2,093,219	2,315,000	2,389,183	2,600,101	2,600,101	2,600,101	2,678,104	2,758,447
Other revenue	7,334	-	8,000	3,500	-	-	-	-	-
Total revenue	1,768,830	2,188,146	2,463,750	2,463,433	2,696,701	6,696,701	6,696,701	2,778,359	2,861,710
Expenditures									
Salaries and benefits	686,506	843,977	963,479	788,259	1,072,978	1,034,201	1,034,201	1,096,253	1,162,028
Operations	611,738	618,426	853,984	662,421	806,676	836,912	836,912	857,835	879,281
Grants/Loans	-	-	4,151	-	-	-	-	-	-
Debt service	172,841	202,754	190,060	190,060	187,460	187,460	187,460	-	-
Capital outlay/CIP	119,299	49,895	668,806	540,163	112,100	209,100	209,100	215,373	221,834
Total expenditures	1,590,384	1,715,052	2,680,480	2,180,903	2,179,214	2,267,673	2,267,673	2,169,461	2,263,143
Financing Sources (Uses)									
Transfers in	-	14,333	17,000	17,000	20,500	20,500	20,500	10,250	10,353
Transfers (out)	(35,967)	-	-	-	-	(4,000,000)	(4,000,000)	-	-
Net sources (uses)	(35,967)	14,333	17,000	17,000	20,500	(3,979,500)	(3,979,500)	10,250	10,353
Resources - Use									
Surplus (deficit)	**142,479**	**487,427**	**(199,730)**	**299,530**	**537,987**	**449,528**	**449,528**	**619,148**	**608,919**

Estimated Beginning Fund Balance	$ 1,753,033	$ 1,753,033	$ 1,753,033	$ 2,202,561	$ 2,821,709
Inflows	2,717,201	6,717,201	6,717,201	2,788,609	2,872,062
Outflows	2,179,214	6,267,673	6,267,673	2,169,461	2,263,143
Change to fund balance	537,987	449,528	449,528	619,148	608,919
Anticipated Ending Fund Balance	$ 2,291,020	$ 2,202,561	$ 2,202,561	$ 2,821,709	$ 3,430,628

Departmental Use	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Actual (Est)	Requested	Recommended	Adopted
Non-Departmental	5,377	338,676	286,832	197,160	254,164	4,254,164	4,254,164
Legislative	-	-	-	-	-	-	-
Administration	84,689	90,896	116,780	112,158	146,870	147,960	147,960
Economic Development	-	-	-	-	-	-	-
City Attorney	14,353	26,340	34,466	32,466	26,000	26,000	26,000
Finance and Information Technology	142,219	139,941	173,135	173,683	200,098	198,524	198,524
Community Development:							
Planning	9,790	10,771	36,041	36,041	25,565	25,565	25,565
Building	6,173	4,669	8,556	8,556	11,928	11,928	11,928
Housing	-	-	-	-	-	-	-
Engineering	54,418	68,989	41,739	39,081	38,921	27,864	27,864
Police	-	-	-	-	-	-	-
Public Works:							
Administration and Compliance	-	-	-	-	217,683	217,683	217,683
Roads and Infrastructure	95,723	119,143	141,787	108,626	67,542	67,542	67,542
Parks, Buildings, and Grounds	-	-	-	-	2,700	7,200	7,200
Solid Waste Management	-	-	-	-	-	-	-
Westshore Pool	-	-	-	-	-	-	-
Water O&M	68,591	120,818	126,842	136,821	162,823	162,823	162,823
Sewer O&M	1,145,018	794,809	1,668,644	1,294,719	1,014,171	1,109,671	1,109,671
CLMSD Special Projects	-	-	45,658	41,593	10,750	10,750	10,750
Total use	1,626,351	1,715,052	2,680,480	2,180,904	2,179,215	6,267,674	6,267,674

SEWER EXPANSION

Fiscal Year 2015-16
Fund: 602
Name: Sewer Expansion

	Prior FYs		Current		Proposed			Projections	
	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Actual (Est)	2015-16 Requested	2015-16 Recommended	2015-16 Adopted	2016-17 Projected	2017-18 Projected
Revenue Sources									
Use of money and property	2,595	1,280	2,500	2,500	2,500	2,500	2,500	2,563	2,639
Charges for service	425,621	10,630	-	-	-	-	-	-	-
Other revenue	-	-	-	-	-	-	-	-	-
Total revenue	428,216	11,910	2,500	2,500	2,500	2,500	2,500	2,563	2,639
Expenditures									
Total expenditures	-	-	-	-	-	-	-	-	-
Financing Sources (Uses)									
Net sources (uses)	-	-	-	-	-	-	-	-	-
Resources - Use									
Surplus (deficit)	**428,216**	**11,910**	**2,500**	**2,500**	**2,500**	**2,500**	**2,500**	**2,563**	**2,639**

Estimated Beginning Fund Balance	$ 811,356	$ 811,356	$ 811,356	$ 813,856	$ 816,419
Inflows	2,500	2,500	2,500	2,563	2,639
Outflows	-	-	-	-	-
Change to fund balance	2,500	2,500	2,500	2,563	2,639
Anticipated Ending Fund Balance	$ 813,856	$ 813,856	$ 813,856	$ 816,419	$ 819,058

Departmental Use	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Actual (Est)	Requested	Recommended	Adopted
Non-Departmental	-	-	-	-	-	-	-
Legislative	-	-	-	-	-	-	-
Administration	-	-	-	-	-	-	-
Economic Development	-	-	-	-	-	-	-
City Attorney	-	-	-	-	-	-	-
Finance and Information Technology	-	-	-	-	-	-	-
Community Development:							
Planning	-	-	-	-	-	-	-
Building	-	-	-	-	-	-	-
Housing	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-
Police	-	-	-	-	-	-	-
Public Works:							
Administration and Compliance	-	-	-	-	-	-	-
Roads and Infrastructure	-	-	-	-	-	-	-
Parks, Buildings, and Grounds	-	-	-	-	-	-	-
Solid Waste Management	-	-	-	-	-	-	-
Westshore Pool	-	-	-	-	-	-	-
Water O&M	-	-	-	-	-	-	-
Sewer O&M	-	-	-	-	-	-	-
CLMSD Special Projects	-	-	-	-	-	-	-
Total use	-	-	-	-	-	-	-

USDA SEWER PROJECT

Fiscal Year 2015-16
Fund: 604
Name: USDA Sewer Project

	Prior FYs		Current		Proposed			Projections	
	2012-13	2013-14	2014-15	2014-15	2015-16	2015-16	2015-16	2016-17	2017-18
	Actual	Actual	Budget	Actual (Est)	Requested	Recommended	Adopted	Projected	Projected
Revenue Sources									
Federal funding	-	-	2,115,000	350,000	4,500,000	-	-	-	-
Total revenue	-	-	2,115,000	350,000	4,500,000	-	-	-	-
Expenditures									
Operations	24,353	179,907	115,000	300,000	-	-	-	-	-
Capital outlay/CIP	-	-	-	-	4,500,000	4,000,000	4,000,000	-	-
Total expenditures	24,353	179,907	115,000	300,000	4,500,000	4,000,000	4,000,000	-	-
Financing Sources (Uses)									
Transfers in	-	-	-	-	-	4,000,000	4,000,000	-	-
Net sources (uses)	-	-	-	-	-	4,000,000	4,000,000	-	-
Resources - Use									
Surplus (deficit)	**(24,353)**	**(179,907)**	**2,000,000**	**50,000**	**-**	**-**	**-**	**-**	**-**
Estimated Beginning Fund Balance					$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000
Inflows					4,500,000	4,000,000	4,000,000	-	-
Outflows					4,500,000	4,000,000	4,000,000	-	-
Change to fund balance					-	-	-	-	-
Anticipated Ending Fund Balance					$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000

Departmental Use	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Actual (Est)	Requested	Recommended	Adopted
Non-Departmental	-	-	-	-	-	-	-
Legislative	-	-	-	-	-	-	-
Administration	221	470	-	-	-	-	-
Economic Development	-	-	-	-	-	-	-
City Attorney	-	-	-	-	-	-	-
Finance and Information Technology	1,447	-	10,000	-	-	-	-
Community Development:							
Planning	10,428	-	5,000	-	-	-	-
Building	-	-	-	-	-	-	-
Housing	-	-	-	-	-	-	-
Engineering	-	45,067	-	-	-	-	-
Police	-	-	-	-	-	-	-
Public Works:							
Administration and Compliance	-	-	-	-	-	-	-
Roads and Infrastructure	-	-	-	-	-	-	-
Parks, Buildings, and Grounds	-	-	-	-	-	-	-
Solid Waste Management	-	-	-	-	-	-	-
Westshore Pool	-	-	-	-	-	-	-
Water O&M	-	-	-	-	-	-	-
Sewer O&M	12,257	134,370	100,000	300,000	4,500,000	4,000,000	4,000,000
CLMSD Special Projects	-	-	-	-	-	-	-
Total use	24,353	179,907	115,000	300,000	4,500,000	4,000,000	4,000,000

91-1 CLMSD SEWER ASSESSMENT DISTRICT

Fiscal Year 2015-16
Fund: 605
Name: CLMSD Assessment

	Prior FYs		Current		Proposed			Projections	
	2012-13	2013-14	2014-15	2014-15	2015-16	2015-16	2015-16	2016-17	2017-18
	Actual	Actual	Budget	Actual (Est)	Requested	Recommended	Adopted	Projected	Projected
Revenue Sources									
Taxes	375,352	298,819	330,000	335,000	335,000	335,000	335,000	351,750	362,303
Use of money and property	2,436	1,495	2,500	2,500	2,500	2,500	2,500	2,563	2,639
Other revenue	7,797	212	10,000	-	10,000	10,000	10,000	12,000	12,120
Total revenue	385,585	300,526	342,500	337,500	347,500	347,500	347,500	366,313	377,062
Expenditures									
Operations	10,535	9,207	7,500	7,500	8,000	8,000	8,000	8,200	8,405
Debt service	172,896	198,167	301,000	299,500	299,875	299,875	299,875	-	-
Total expenditures	183,431	207,374	308,500	307,000	307,875	307,875	307,875	8,200	8,405
Financing Sources (Uses)									
Transfers (out)	-	(3,745)	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)	(4,800)	(5,760)
Net sources (uses)	-	(3,745)	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)	(4,800)	(5,760)
Resources - Use									
Surplus (deficit)	**202,154**	**89,407**	**30,000**	**26,500**	**35,625**	**35,625**	**35,625**	**353,313**	**362,897**

Estimated Beginning Fund Balance	$ 873,943	$ 873,943	$ 873,943	$ 909,568	$ 1,262,881
Inflows	347,500	347,500	347,500	366,313	377,062
Outflows	311,875	311,875	311,875	13,000	14,165
Change to fund balance	35,625	35,625	35,625	353,313	362,897
Anticipated Ending Fund Balance	$ 909,568	$ 909,568	$ 909,568	$ 1,262,881	$ 1,625,777

Departmental Use	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Actual (Est)	Requested	Recommended	Adopted
Non-Departmental	176,587	201,911	305,000	303,500	303,875	303,875	303,875
Legislative	-	-	-	-	-	-	-
Administration	-	-	-	-	-	-	-
Economic Development	-	-	-	-	-	-	-
City Attorney	-	-	-	-	-	-	-
Finance and Information Technology	6,844	9,207	7,500	7,500	8,000	8,000	8,000
Community Development:							
Planning	-	-	-	-	-	-	-
Building	-	-	-	-	-	-	-
Housing	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-
Police	-	-	-	-	-	-	-
Public Works:							
Administration and Compliance	-	-	-	-	-	-	-
Roads and Infrastructure	-	-	-	-	-	-	-
Parks, Buildings, and Grounds	-	-	-	-	-	-	-
Solid Waste Management	-	-	-	-	-	-	-
Westshore Pool	-	-	-	-	-	-	-
Water O&M	-	-	-	-	-	-	-
Sewer O&M	-	-	-	-	-	-	-
CLMSD Special Projects	-	-	-	-	-	-	-
Total use	183,431	211,118	312,500	311,000	311,875	311,875	311,875

INTERNAL SERVICE FUND – RISK MANAGEMENT AND INSURANCE

Fiscal Year 2015-16
Fund: 701
Name: Internal Service

	Prior FYs		Current		Proposed			Projections	
	2012-13	2013-14	2014-15	2014-15	2015-16	2015-16	2015-16	2016-17	2017-18
	Actual	Actual	Budget	Actual (Est)	Requested	Recommended	Adopted	Projected	Projected
Revenue Sources									
Other revenue	80,028	232,823	307,578	307,758	307,578	307,578	307,578	369,094	372,785
Total revenue	80,028	232,823	307,578	307,758	307,578	307,578	307,578	369,094	372,785
Expenditures									
Salaries and benefits	-	-	-	-	-	-	-	-	-
Operations	80,028	232,823	307,578	307,758	307,578	307,578	307,578	315,267	323,149
Total expenditures	80,028	232,823	307,578	307,758	307,578	307,578	307,578	315,267	323,149
Financing Sources (Uses)									
Net sources (uses)	-	-	-	-	-	-	-	-	-
Resources - Use									
Surplus (deficit)	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**53,826**	**49,635**

Estimated Beginning Fund Balance	$ 873,943	$ 873,943	$ 873,943	$ 873,943	$ 927,769
Inflows	307,578	307,578	307,578	369,094	372,785
Outflows	307,578	307,578	307,578	315,267	323,149
Change to fund balance	-	-	-	53,826	49,635
Anticipated Ending Fund Balance	$ 873,943	$ 873,943	$ 873,943	$ 927,769	$ 977,405

Departmental Use	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Actual (Est)	Requested	Recommended	Adopted
Non-Departmental	80,028	232,823	307,578	307,758	307,578	307,578	307,578
Legislative	-	-	-	-	-	-	-
Administration	-	-	-	-	-	-	-
Economic Development	-	-	-	-	-	-	-
City Attorney	-	-	-	-	-	-	-
Finance and Information Technology	-	-	-	-	-	-	-
Community Development:							
Planning	-	-	-	-	-	-	-
Building	-	-	-	-	-	-	-
Housing	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-
Police	-	-	-	-	-	-	-
Public Works:							
Administration and Compliance	-	-	-	-	-	-	-
Roads and Infrastructure	-	-	-	-	-	-	-
Parks, Buildings, and Grounds	-	-	-	-	-	-	-
Solid Waste Management	-	-	-	-	-	-	-
Westshore Pool	-	-	-	-	-	-	-
Water O&M	-	-	-	-	-	-	-
Sewer O&M	-	-	-	-	-	-	-
CLMSD Special Projects	-	-	-	-	-	-	-
Total use	80,028	232,823	307,578	307,758	307,578	307,578	307,578

FIDUCIARY

These funds account for assets held by the City as an agent for individuals, private organizations, and other governments. The financial activities of these funds are excluded from the Government-wide financial statements, but are presented in the separate Fiduciary Fund financial statements.

Agency Funds

Special Deposit Fund (702)
This fund tracks deposits made by developers, community members, and others that are to be held in a custodial capacity by the City. Resources in this fund are not available to City unless surrendered to the City and transferred to its general fund. This fund is not presented in detail.

OPEB Agency Fund (801)
This fund is used to account for resources for other post-employment benefits (OPEB) are managed and maintained in this fund. This includes City contributions to retiree health (medical, dental, vision, etc.). The fund balance at year end is reserved partially to meet the City's unfunded OPEB liabilities. This fund is not presented in detail.

Private Purpose Trust Fund

Redevelopment Obligation Retirement Fund (705)
This fund is responsible to track expenses and debt service related to the dissolution of the former Lakeport Redevelopment Agency.

REDEVELOPMENT OBLIGATION RETIREMENT FUND

Fiscal Year 2015-16
Fund: 705
Name: RDA Successor Agency

	Prior FYs		Current		Proposed			Projections	
	2012-13	2013-14	2014-15	2014-15	2015-16	2015-16	2015-16	2016-17	2017-18
	Actual	Actual	Budget	Actual (Est)	Requested	Recommended	Adopted	Projected	Projected
Revenue Sources									
Taxes	408,877	545,281	527,032	527,032	536,519	536,519	536,519	407,754	366,979
Use of money and property	1,525	3,489	-	-	-	-	-	-	-
Other revenue	676	5,423	-	-	-	-	-	-	-
Total revenue	411,078	554,193	527,032	527,032	536,519	536,519	536,519	407,754	366,979
Expenditures									
Salaries and benefits	210,397	178,776	151,664	150,664	110,417	109,937	109,937	54,969	27,484
Operations	282,001	22,078	37,842	25,705	20,243	20,243	20,243	5,061	1,265
Debt service	219,459	266,968	324,286	323,687	326,265	326,265	326,265	326,265	326,265
Capital outlay/CIP	-	500	4,373	4,373	400	400	400	-	-
Total expenditures	711,857	468,322	518,165	504,429	457,325	456,845	456,845	386,294	355,014
Financing Sources (Uses)									
Transfers in	-	4,835,907	-	-	-	-	-	-	-
Transfers (out)	-	(24,901)	(1,669,944)	(17,742)	(79,675)	(2,079,675)	(2,079,675)	(20,797)	(10,398)
Net sources (uses)	-	4,811,006	(1,669,944)	(17,742)	(79,675)	(2,079,675)	(2,079,675)	(20,797)	(10,398)
Resources - Use									
Surplus (deficit)	**(300,779)**	**4,896,877**	**(1,661,077)**	**4,861**	**(481)**	**(2,000,001)**	**(2,000,001)**	**663**	**1,566**

Estimated Beginning Fund Balance	$ -	$ -	$ -	$ (2,000,001)	$ (1,999,338)
Inflows	536,519	536,519	536,519	407,754	366,979
Outflows	537,000	2,536,520	2,536,520	407,091	365,413
Change to fund balance	(481)	(2,000,001)	(2,000,001)	663	1,566
Anticipated Ending Fund Balance	$ (481)	$ (2,000,001)	$ (2,000,001)	$ (1,999,338)	$ (1,997,771)

Departmental Use	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Actual (Est)	Requested	Recommended	Adopted
Non-Departmental	478,192	299,059	2,002,130	351,161	413,840	2,413,840	2,413,840
Legislative	-	-	-	-	-	-	-
Administration	58,059	64,390	76,463	72,298	61,213	60,733	60,733
Economic Development	10,000	-	-	-	-	-	-
City Attorney	18,645	6,603	7,000	2,500	5,000	5,000	5,000
Finance and Information Technology	61,665	65,617	68,315	68,511	56,946	56,946	56,946
Community Development:							
Planning	48,889	26,158	30,722	24,222	-	-	-
Building	9,793	4,493	3,479	3,479	-	-	-
Housing	-	-	-	-	-	-	-
Engineering	26,614	26,903	-	-	-	-	-
Police	-	-	-	-	-	-	-
Public Works:							
Administration and Compliance	-	-	-	-	-	-	-
Roads and Infrastructure	-	-	-	-	-	-	-
Parks, Buildings, and Grounds	-	-	-	-	-	-	-
Solid Waste Management	-	-	-	-	-	-	-
Westshore Pool	-	-	-	-	-	-	-
Water O&M	-	-	-	-	-	-	-
Sewer O&M	-	-	-	-	-	-	-
CLMSD Special Projects	-	-	-	-	-	-	-
Total use	711,857	493,223	2,188,109	522,171	536,999	2,536,519	2,536,519

OPERATING BUDGETS

DEPARTMENTS

NON-DEPARTMENTAL

LEGISLATIVE

ADMINISTRATION:

- CITY MANAGER
- CITY CLERK
- ADMINISTRATIVE SERVICES
- ECONOMIC DEVELOPMENT

CITY ATTORNEY

FINANCE & INFORMATION TECHNOLOGY (IT)

COMMUNITY DEVELOPMENT:

- PLANNING
- BUILDING
- HOUSING

ENGINEERING

POLICE

PUBLIC WORKS:

- ROADS & INFRASTRUCTURE
- PARKS, BUILDINGS & GROUNDS
- WESTSHORE POOL
- WATER OPERATIONS & MAINTENANCE (O&M)
- SEWER OPERATIONS & MAINTENANCE (O&M)

NON-DEPARTMENTAL

This activity accounts for the costs of support services needed to run the general City Hall operations. It also accounts for the cost of various items, which are not directly attributable to a specific department. These items typically include bank fees and charges, costs associated with property tax administration fees by the county, fees charged by the State Board of Equalization for administration of sales tax collection, and most debt service.

BUDGET DETAIL

The operating budget presented here identifies expenditures and revenue sources by the department. Expenditures are detailed by character or function within the department to give the reader a fundamental understanding a where resources are planned to be used. Such functions are classified as follows:

Fiscal Year 2015-16
Department Detail
Dept. Non-Departmental
No. 0000

	DEPARTMENT DETAIL								
	Prior FYs		Current		Proposed			Projections	
	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimated	2015-16 Requested	2015-16 Recommended	2015-16 Adopted	2016-17 Projected	2017-18 Projected
Funding Sources									
110 - GENERAL FUND	34,476	278,085	280,934	283,282	233,204	11,204	11,204	11,289	11,377
140 - DEBT SERVICE FUND	-	-	-	-	277,000	277,000	277,000	279,097	281,268
202 - PARKLAND DEDICATION FUND	3,149	-	-	-	-	-	-	-	-
209 - LAKEPORT HOUSING PROGRAM FUND	-	2,531	-	-	-	-	-	-	-
210 - ECON RLF RE-USE FUND	-	23,961	-	-	-	-	-	-	-
211 - BSCC LAW ENFORCEMENT GRANT	15,730	-	15,000	24,300	58,800	58,800	58,800	59,245	59,706
238 - CDBG HOUSING GRANT 2010	-	7,321	-	-	-	-	-	-	-
415 - LAKESHORE BLVD HSIPL (SAFETY)	266	-	-	-	-	-	-	-	-
501 - WATER UTILITY M & O FUND	38,941	344,222	305,181	320,015	420,531	420,531	420,531	423,715	427,010
502 - WATER EXPANSION FUND	-	-	75,203	75,203	75,203	75,203	75,203	75,772	76,362
504 - USDA WATER PROJECT FUND	-	3,748	-	-	-	-	-	-	-
601 - CLMSD UTILITY M & O FUND	-	338,677	286,832	197,160	254,164	254,164	254,164	256,088	258,080
605 - CLMSD ASSMNT DIST 91-1 FUND	176,587	198,167	301,000	299,500	299,875	299,875	299,875	302,145	304,495
701 - RISK MANAGEMENT FUND	-	-	-	-	-	307,578	307,578	309,906	312,317
705 - RDA OBLIGATION RETIREMENT FUND	234,859	274,158	332,186	333,419	334,165	334,165	334,165	336,695	339,314
Total Revenue	504,008	1,470,870	1,596,336	1,532,879	1,952,942	2,038,520	2,038,520	2,053,952	2,069,929
Department Expenditures									
Salaries and benefits	17,292	387,305	369,262	309,590	297,360	75,360	75,360	79,882	84,674
Operations	104,519	142,976	115,052	68,532	128,852	436,430	436,430	447,341	458,524
Debt service	381,931	940,589	1,112,022	1,154,757	1,526,730	1,526,730	1,526,730	1,526,730	1,526,730
Capital outlay	266	-	-	-	-	-	-	-	-
Total Expenditures	504,008	1,470,870	1,596,336	1,532,879	1,952,942	2,038,520	2,038,520	2,053,952	2,069,929

LEGISLATIVE

The legislative body for the City of Lakeport is the City Council. The same body acts as the governing authority for the Successor Agency to the City of Lakeport Redevelopment Agency and the City of Lakeport Municipal Sewer District (CLMSD). The City Council is advised by the following standing commissions and committees:

- Lakeport Planning Commission
- Parks and Recreation Committee
- Traffic Safety Advisory Committee
- ADA Committee
- Lakeport Economic Development Advisory Committee (LEDAC)

The City Council for the City of Lakeport, comprised of five council members, provides policy direction to the City Manager. The Council adopts ordinances to control the affairs of the City. The Council oversees the fiscal affairs of the City and approves and adopts the annual City budget. The Council also provides policy direction for the enforcement of City ordinances and may pass emergency ordinances for the immediate preservation or protection of public health, property, or safety. The Council enters into contracts and cooperative or joint activities with other government bodies.

The City of Lakeport Planning Commission is a permanent committee of five persons appointed by the Lakeport City Council to review matters related to planning and development. The Planning Commission meets on the second Wednesday of every month at 5:00 p.m. in the City Council Chambers at Lakeport City Hall, 225 Park Street, Lakeport, California, for the purpose of considering City land use matters. Included on the agendas are such things as the General Plan, Re-zonings, Use Permits, Subdivisions, Architectural and Design Review, planning policy matters, and interpretations.

The Parks and Recreation Committee is a standing committee that considers issues and concerns related to City parks and their uses. It consists of a mix of elected officials, community members, and appointed staff. The Committee reports to the City Council.

The Traffic Safety Advisory Committee addresses issues and concerns regarding transportation in the City of Lakeport. The powers, duties and responsibilities of the TSAC are to make recommendations to the City Council regarding traffic safety, pedestrian safety, and parking as it relates to traffic safety.

The ADA Committee, a sub-committee of the Traffic Safety Advisory Committee, meets to address and make recommendations regarding ADA (Americans with Disabilities Act) issues on City streets and sidewalks.

The Lakeport Economic Development Advisory Committee (LEDAC) is a standing committee formed by the City Council in 2010. The primary function of the LEDAC is to consider issues pertaining to business retention and expansion and advise the City Council and staff on developing potential programs and strategies for economic development in the City; establishing and maintaining regular communication between the City and the business community; evaluating community needs and desires for economic development; and focusing on commerce solutions that enhance the quality of life for the Lakeport community.

OUTCOMES/ACCOMPLISHMENTS

Due to rising costs and decreased revenues, the City established priorities for fiscal year 2013-14. These priorities received funding to varying degrees, based on costs and importance assigned to each by the City Council and executive management. The following list identifies those priorities and the respective outcomes, as established by the City Council.

	Stated 2014-15 Budget Goals	Accomplished	Outcome
1.	Continue to promote staff development.	Yes	A well-trained, more capable staff serves the community better.
2.	Support succession planning efforts of the City Manager and department heads.	Yes	Spending time hiring and retaining the best staff we can afford helps to ensure service continuity at the highest level.
3.	Look for ways to improve communication and participation with regional groups.	Yes/Ongoing	The City enjoys great working relationships with all civic groups and looks to keep it that way.
4.	Conduct second annual National Night Out.	Yes	We had a little rain, but overall it was a successful event.
5.	Encourage and support City newsletter.	Yes	This has been an excellent way to communicate important City information to the community and engage the citizenry.
6.	Provide resources to staff to maintain City website.	Yes	City website has been updated regularly but is in need of some revision.
7.	Support efforts toward regional economic development participation.	Yes	Lakeport has been a leader in regional economic development, benefitting our business community directly.
8.	Complete dock replacement at Library Park.	Yes	Done. Beautiful new docks have been installed and are ready for enjoyment by our community this summer.
9.	Continue support for USDA projects.	Yes	Projects are near completion to benefit all rate payers and Lakeport citizens.
10.	Complete substantial portion of Downtown Main Street revitalization project.	No	Project planning and engineering has taken longer than anticipated due to changes in scope and cost.

GOALS

The goals of the City Council in fiscal year 2015-16 are those identified as City-wide goals, which include the following:

Near-term (1 year)	Goal
1.	Complete Lakefront Strategic Plan
2.	Complete Annexation of South Main Street and Soda Bay Road
3.	Retain authorized police staffing and resubmission of SRO grant
4.	Continue road projects as funds are available

BUDGET DETAIL

The operating budget presented here identifies expenditures and revenue sources by the department. Expenditures are detailed by character or function within the department to give the reader a fundamental understanding a where resources are planned to be used. Such functions are classified as follows:

- Salaries and benefits, which include salaries and wages of full- and part-time employees, healthcare premiums, City retirement contributions, overtime and standby costs, etc.
- Operations, including costs associated with day-to-day activities, professional services, insurance costs, and travel and training.
- Debt service, if the department is responsible for any regular payments on bonds, loans, leases, or other long-term obligations. Generally, all debt service is managed in non-departmental.
- Housing loans/grants, which typically are found only in the economic and housing divisions of the City Manager's Office and Community Development Department, respectively.
- Capital outlay, which typically identifies any expenditures related to semi-regular purchases, such as computer and technology, office equipment, building improvements, and other items that are capitalized and depreciated.

Among the information included in this proposed budget are prior year actuals, current fiscal year budget and year-end estimates, and a projection of cost estimates for the next two years, which have been compiled based on known information to date.

Fiscal Year 2015-16
Department Detail
Dept. City Council
No. 1010

	DEPARTMENT DETAIL								
	Prior FYs		Current		Proposed			Projections	
	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimated	2015-16 Requested	2015-16 Recommended	2015-16 Adopted	2016-17 Projected	2017-18 Projected
Funding Sources									
110 - GENERAL FUND	70,110	68,948	146,712	98,918	117,685	100,642	100,642	104,045	108,672
Total Revenue	70,110	68,948	146,712	98,918	117,685	100,642	100,642	104,045	108,672
Department Expenditures									
Salaries and benefits	39,862	38,986	103,101	51,000	72,660	54,617	54,617	57,894	61,368
Operations	30,247	29,962	43,611	47,918	45,025	45,025	45,025	46,151	47,304
Capital outlay	-	-	-	-	-	1,000	1,000	-	-
Total Expenditures	70,109	68,948	146,712	98,918	117,685	100,642	100,642	104,045	108,672

ADMINISTRATION

Administration is the principal link between the City Council, City staff, and the public. The role of the Department is to provide the best public service possible to all involved with the City, whether they are residents, business, staff, or the City Council.

The City's Administration Department consists of the City Manager, City Clerk, and the Administrative Services Director. The City Manager's Office is also responsible for the City's economic development program.

CITY MANAGER

The City Manager's role is to leverage available resources, whether fiscal, social, or political, towards uses that maximize benefits to the community. In doing so, the City Manager spurs the organization to accomplish Council goals and leads to a high level of citizen satisfaction by providing strong administrative leadership and fostering successful working relationships between the City Council, the public, and the staff.

As the City's Chief Executive Officer, the City Manager and staff pursue excellence and professionalism in providing leadership to and management for all departments and services by maintaining transparency, flexibility, clarity, and accountability of the organization to the Council, to the public, and to other agencies. The City Manager is responsible for the enforcement of all laws and City ordinances; appointment of department heads; submission of the annual budget to the City Council and ensure projects are successfully completed to achieve City goals. In addition, the City Manager and staff recommend policies and programs to the City Council based on sound research and advocate Council policy and City interests. A significant portion of the City Manager's Office time is spent representing the City in local, regional, and statewide venues.

The City Manager's Office will:

- Translate Council policy direction, vision and decisions into reality
- Develop the annual operating budget and present it to the City Council for consideration
- Execute the programs, projects and activities appropriated in the annual budget
- Support the Council's policy making role by ensuring that the Council is provided with timely, accurate, and complete information based on sound research
- Drive fiscal performance to exceed citizen expectations
- Provide support and guidance to City departments
- Direct evaluation aimed at increasing the responsiveness of government
- Direct the development of special programs that are aligned with the priorities established by the community and the City Council
- Hire and develop City department heads and staff and ensure work performance
- Coordinate an ambitious range of activities that serve Lakeport residents
- Provide leadership in solving community issues and challenges
- Negotiate contracts for the City, such as: street maintenance, solid waste, and animal control
- Provide legislative analysis, legislative relations, and coordination of National and California League of Cities events and information sharing
- Provide public education and communicate relevant information to the public, City Council and staff about goals, accomplishments, plans and activities

OUTCOMES/ACCOMPLISHMENTS

Due to rising costs and decreased revenues, the City established priorities for fiscal year 2013-14. These priorities received funding to varying degrees, based on costs and importance assigned to each by the City Council and executive management. The following list identifies those priorities and the respective outcomes, as established and reported by the City Manager.

	Stated 2014-15 Budget Goals	Accomplished	Outcome
1.	Provide more opportunity for City Council and Staff team building through strategic planning and goal setting.	Ongoing	Completed planning and goal setting workshop with City Council for 2015-16 Fiscal Year
2.	Economic development education for staff and city council.	Ongoing	All City staff participated in a customer service and team building workshop at Mendocino College Lake Campus, all staff will be encouraged to participate in the county-wide Certified Tourism Ambassador program.
3.	Continued efforts in succession planning through recruitment efforts, training and mentoring for City staff.	Ongoing	Key staff has been hired and management training has been continued.
4.	Enhance the City's participation in regional economic development.	Ongoing	Worked with regional agencies and organizations to develop a regional cooperation in economic development. Completed first economic development leadership forum and continued planning for a county-wide ED Corporation.
5.	Continue the Lakeport National Night Out with the 2nd Annual Night Out.	Yes/ongoing	Lakeport had a second annual National Night Out event, safety information and Neighborhood Watch program highlighted the event.
6.	Continue Business Out Reach with visits to our local businesses by management staff.	Ongoing	Management staff continues to reach out to local business with visits to Lakeport Business.
7.	Continue Enhancement of City's Facebook, twitter, and City Newsletter.	Ongoing	City continues to publish a quarterly newsletter and strengthening our presence on Facebook and Twitter.
8.	New City Docks to enhance economic development opportunities.	Completed	New docks were installed ready for the 2015 summer.
9.	Implement CDBG planning grant for lakefront development.	Ongoing	City continues to work with the Department of Housing and Community Development to clear special conditions for the Lakefront Planning Grant.

10.	Implement a project management system to administer departmental projects.	No/ongoing	Research is still ongoing for the best system. Staff has been focusing on the implementation of the new financial software.
11.	Contract for solar energy field at the City's waste water treatment facility.	Ongoing	Sites have been researched and selected. Next steps are planned to be completed in the 2015-16 fiscal year.
12.	Upgrade City Street lights with LED lighting.	No	2014-15 time and focus was spent on solar energy.
Additional achievements/accomplishments			
1.	New Police Station	Yes/ongoing	City purchased a new building for the police department upgrades are planned to be complete in August 2015
2.	Grant for engineering waterline from Clear Lake to Westside Park	Yes/ongoing	Housing/Parks related Grant was received from the Department of Housing and Economic Development for engineering and partial implementation.
3.	Resolution of annexation	Yes/ongoing	General Plan and Sphere of Influence Update have been completed for the annexation area.

GOALS

In fiscal year 2015-16, the City Council and the management team developed five City-wide goals, which the budget plan would focus on achieving. When preparing their appropriation requests, each department evaluated their role in achieving each of the five City-wide goals and established individual goals toward that effort. The following summarizes the goals of the City Manager in support of the overall five City-wide goals.

Near-term (1 year)	**Goal**
1.	Recruit and fill key positions in the organization
2.	Community outreach to neighborhoods to promote community involvement
3.	Enhanced participation in regional economic development
4.	Complete Lakefront Strategic Plan
5.	Contract for solar energy
Intermediate-term (2-3 years out)	
1.	Continue working with AOC on the Courthouse Development
2.	Research opportunities for expanded partnerships with local colleges
3.	Continue researching opportunities for hotel and conference center development
Long-term (4+ years out)	
1.	Reduce OPEB Liability (retiree health insurance)
2.	Create leadership development program for succession planning
3.	Implement lake front plans

CITY CLERK

The City Clerk is appointed by the City Council to perform various functions required by the Government Code of the State of California, as well as other duties to provide efficient administration of City services. The Office of the City Clerk has a broad range of responsibilities, including the following:

City Council Support Services

- Prepares City Council Agendas (including internal distribution of agenda packets, which contain all related reports and documents)
- Provides agendas to subscribers via mail and e-mail and uploads agendas on the City's website
- Prepares minutes of the City Council meetings
- Provides clerical support to the Mayor and the City Council including correspondence, reservations, expenses, proclamations and certificates
- Conducts recruitment for various City committees and commissions
- Coordinates annual City Council Reorganization
- Maintains a database of all commission and committee memberships including: the Parks & Recreation Commission, the Westside Park Committee, the Traffic Safety Advisory Committee, and the ADA Committee.
- Facilitates the commission and committee application process for all advisory boards

City Administration Support Services

- Provides clerical support to the City Manager
- Processes applications for use of City parks and facilities
- Answers citizen inquiries made by mail, telephone, or in person
- Acts as Secretary to the Traffic Safety Advisory Committee and the Oversight Board to the former Lakeport Redevelopment Agency
- Acts as the City's agent for service of process
- Receives and processes all claims filed against the city
- Is responsible for the codification of city ordinances into the municipal code, including quality checks and distribution of the code
- Processes requests under the California Public Records Act

Election Services

- Provides prospective City Council members with candidate filing packets
- Coordinates with the County of Lake Elections Department to conduct City elections
- Administers the filings for all appointed and elected officials identified in the Political Reform Act and the City's Conflict of Interest Code

Records Management Services (Shared with Administrative Services)

- Maintains official City records, available in various media
- Updates the City of Lakeport Municipal Code
- Tracks insurance for Council approved projects and agreements
- Acts as custodian of records and of the City Seal

- Certifies the accuracy and validity of certain City documents as official records by signature and by affixing the seal of the City of Lakeport
- Develops and maintains the city's records retention schedule to ensure the proper storage, maintenance, and disposal of municipal records city-wide

OUTCOMES/ACCOMPLISHMENTS

Due to rising costs and decreased revenues, the City established priorities for fiscal year 2013-14. These priorities received funding to varying degrees, based on costs and importance assigned to each by the City Council and executive management. The following list identifies those priorities and the respective outcomes, as established and reported by the City Clerk.

	Stated 2014-15 Budget Goals	Accomplished	Outcome
1.	Continue to maintain support to the City Council as needed.	Completed/Ongoing	Council Members benefit from support provided by this office in that it saves them time.
2.	Continue to maintain the highest possible level of transparency.	Completed/Ongoing	All City staff participated in a customer service and team building workshop at Mendocino College Lake Campus, all staff will be encouraged to participate in the county-wide Certified Tourism Ambassador program.
3.	Distribute quarterly newsletter to be sent to customers and placed on website.	Partially Completed/ Ongoing	Three informative newsletter benefitted the public in that they were kept apprised of what is happening in local government and their community.
4.	Streamline Facilities Use Applications.	Ongoing	Long-term decisions will need to be made regarding new fees and the efficiency of the process.
5.	Continue ongoing Website Maintenance.	Ongoing	Keeping the website current provides transparency.
6.	Develop grant writing skills in order to research and apply for grants.	Not completed	This item will be carried over to next fiscal year.
7.	Assist in the planning and implementation of moving records from Carnegie Library to allow the building to be utilized for a better economic development purpose.	Partially Completed/ Ongoing	Once this space is cleared, the City can move forward with having space for potential higher uses.
8.	Obtain and implement contracts management software.	Not completed	After discussion, it was determined that this would be more cost effectively handled in-house.

Additional achievements/accomplishments		
1. Timely Ordinance Codification.	Completed/Ongoing	Ordinances are quickly sent to the publisher who puts them up online immediately upon receipt (transparency)
2. Prepare Policies and Procedures Manual.	Partially Complete/ Ongoing	This will assist anyone covering my desk to know procedures for various tasks.

GOALS

In fiscal year 2015-16, the City Council and the management team developed five City-wide goals, which the budget plan would focus on achieving. When preparing their appropriation requests, each department evaluated their role in achieving each of the five City-wide goals and established individual goals toward that effort. The following summarizes the goals of the City Clerk in support of the overall five City-wide goals.

Near-term (1 year)	Goal
	1. Reorganize Traffic Safety Committee including updating ordinance to be in line with other committees/commissions.
	2. Work with City Attorney on a Sidewalk Maintenance Ordinance.
	3. Adopt new Records Retention Policy and conduct staff training on how to use it.
	4. Develop database for contracts and develop a contracts cover sheet.
	5. Prepare Procedures Manual for City Clerk's Office.
Intermediate-term (2-3 years out)	
	1. Develop grant writing skills in order to research and apply for grants.
Long-term (4+ years out)	
	1. Continue to make the Department as streamlined and efficient as possible.

ADMINISTRATIVE SERVICES – HUMAN RESOURCES

Under the management and general direction of the City Manager's Office, the Administrative Services Director plays a major role in creating a collaborative team of City employees and contract staff that provide high-quality service to the community. With this being said, the City is committed to maintaining and attracting a talented team of qualified employees.

Aside from providing the City with talented and motivated employees, the division is responsible for developing and maintaining a high quality of work life, adhering to equitable and ethical personnel standards, updating and composing job descriptions for City positions, and providing employee development opportunities. Human Resources staff ensures that performance is appropriately rewarded and that employees receive salary and benefits competitive with the marketplace. The mission of Human Resources is to develop a staff and workforce philosophy that embraces the City Council's vision, citywide goals, and core values in daily decision making.

Ongoing responsibilities include**:**

- Maintain a classification plan that contains accurate and up-to-date job descriptions for City positions
- Work closely with departments to assess staffing needs and coordinate the recruitment and selection process to attract hard working, talented and engaged employees that fit within our culture
- Orient new employees, prepare personnel action documentation, and maintain employee records in accordance with established regulations
- Ensure that the established salary ranges for City job classes remain competitive with the marketplace
- Evaluate and provide training on an effective performance management and employee development program to encourage excellence, provide valuable feedback and opportunities for professional growth, and ensure good performance is recognized and appropriately rewarded
- Develop the City's workforce by assessing departmental training needs and delivering professional growth opportunities for staff including: skills enhancement training, management and supervisory training, safety training, and mandated training
- Administer the City's benefit program including contract renewals and maintenance of the contract for the City's health insurance and retirement program with the California Public Employees Retirement System
- Administer the annual benefits fair
- Provide proactive leadership and clear advice to support departments when employee relations issues arise and provide guidance on personnel policies and regulations
- In support of the City culture, maintain a high level of communication, cooperation and understanding among all levels of City staff with regard to Human Resources policies and programs
- Review and maintain policies, employee guidelines, procedures, and forms necessary to the effective and legal operation of the organization
- Coordinate the worker's compensation program and administer a leave of absence program, adhering to federal and state guidelines
- Administer volunteer and student internship program
- Maintain confidential personnel and position control data in the payroll accounting software (Incode)

OUTCOMES/ACCOMPLISHMENTS

Due to rising costs and decreased revenues, the City established priorities for fiscal year 2013-14. These priorities received funding to varying degrees, based on costs and importance assigned to each by the City Council and executive management. The following list identifies those priorities and the respective outcomes, as established and reported by the Administrative Services Director.

	Stated 2014-15 Budget Goals	Accomplished	Outcome
1.	Maintain the highest possible standard for recruitment and retention of staff including hiring for succession.	Yes, ongoing	Recruited eight full-time positions. Ongoing development of strategies to attract out-of-county candidates for professional positions, including development of a marketing brochure.
2.	Provide responsive and effective support to the City Council and City Manager to enhance in programs that strengthen community and regional involvement.	Yes, ongoing	All City staff participated in a customer service and team building workshop at Mendocino College Lake Campus, all staff will be encouraged to participate in the county-wide Certified Tourism Ambassador program.
3.	Continued efforts in succession planning through recruitment efforts, training and mentoring for City staff.	Yes, ongoing	Provided a stronger, more capable workforce for the City and its citizenry.
4.	Provide responsive and effective support to the City Council and City Manager to enhance activities and programs that support local and regional economic development.	Yes, ongoing	Provided general support to City Council and City Manager. Support economic development by expediting community event permits and connecting event promoters with local amenities, businesses and services.
5.	Implement the upgrade to In-Code Personnel Management and time tracking software.	Partially	Installed In-Code HR software with data entry partially complete. Time Tracking Software, HR data entry and full software implementation to be complete in 2015-2016.
6.	Continue records cleanup and indexing at Carnegie Library.	Partially	Department-wide clean up week took held with 152 boxes of retired records destroyed and 75 boxes of non-records destroyed. Project still ongoing with a new records retention document under review.
7.	Research records management software.	Partially	Implemented the beginning stages of research and review of software products.

Additional achievements/accomplishments		
1. Develop a policy regarding the use of seasonal, temporary and part-time employees in light of the Affordable Healthcare Act.	Partially	Policy development is ongoing, not yet complete. Research is still underway on achieving full compliance and data tracking through the new In Code software.
2. Continue the update and implementation of City safety policies.	Partially	Since project inception, 11 policies have been written, with implementation at various stages. Project is still ongoing.
3. Reduce and stabilize employee-related expenses.	Yes, ongoing	Two-year agreements were negotiated with all employee groups. Implemented a new prescription drug plan for retirees, saving $73,000 annually. Implemented self-funded health program through REMIF reducing costs by 8% for 2015/16 and in anticipation of stabilizing costs into the future.

GOALS

In fiscal year 2015-16, the City Council and the management team developed five City-wide goals, which the budget plan would focus on achieving. When preparing their appropriation requests, each department evaluated their role in achieving each of the five City-wide goals and established individual goals toward that effort. The following summarizes the goals of the Administrative Services Director in support of the overall five City-wide goals.

Near-term (1 year)	Goal
1.	Address general data management needs and new data management needs generated by the Affordable Healthcare Act. Includes development or purchase of tracking systems and complete implementation of Incode HR module and time tracking software.
2.	Maintain the highest possible standard for recruitment and retention of staff including hiring for succession, while filling critical vacancies. Includes increased participation in regional recruitment events and completion of a marketing brochure.
3.	Process the conversion to self-funded medical plans.
Intermediate-term (2-3 years out)	
1.	Complete records clean up and indexing for records stored at the Carnegie Library.
2.	Develop succession plans and leadership development for key positions in the agency, while increasing employee engagement.
3.	Reduce or stabilize employee-related long-term financial obligations.
Long-term (4+ years out)	
1.	Purchase and implement records management software.

BUDGET DETAIL

The operating budget presented here identifies expenditures and revenue sources by the department, which includes the City Manager, City Clerk, and Administrative Services (HR). Expenditures are detailed by character or function within the department to give the reader a fundamental understanding a where resources are planned to be used. Such functions are classified as follows:

- Salaries and benefits, which include salaries and wages of full- and part-time employees, healthcare premiums, City retirement contributions, overtime and standby costs, etc.
- Operations, including costs associated with day-to-day activities, professional services, insurance costs, and travel and training.
- Debt service, if the department is responsible for any regular payments on bonds, loans, leases, or other long-term obligations. Generally, all debt service is managed in non-departmental.
- Housing loans/grants, which typically are found only in the economic and housing divisions of the City Manager's Office and Community Development Department, respectively.
- Capital outlay, which typically identifies any expenditures related to semi-regular purchases, such as computer and technology, office equipment, building improvements, and other items that are capitalized and depreciated.

Among the information included in this proposed budget are prior year actuals, current fiscal year budget and year-end estimates, and a projection of cost estimates for the next two years, which have been compiled based on known information to date.

Fiscal Year 2015-16
Department Detail
Dept. Administration
No. 1020

	DEPARTMENT DETAIL								
	Prior FYs		Current		Proposed			Projections	
	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimated	2015-16 Requested	2015-16 Recommended	2015-16 Adopted	2016-17 Projected	2017-18 Projected
Funding Sources									
110 - GENERAL FUND	151,591	162,520	209,561	193,448	258,512	265,766	265,766	278,139	293,322
501 - WATER UTILITY M & O FUND	84,688	90,779	116,780	112,662	138,604	147,960	147,960	154,848	163,301
504 - USDA WATER PROJECT FUND	4,729	3,030	-	-	-	-	-	-	-
601 - CLMSD UTILITY M & O FUND	84,689	90,896	116,780	112,158	146,870	147,960	147,960	154,848	163,301
604 - USDA SEWER PROJECT FUND	221	470	-	-	-	-	-	-	-
705 - RDA OBLIGATION RETIREMENT FUND	58,059	64,390	76,463	72,298	61,213	60,733	60,733	63,560	67,030
Total Revenue	383,977	412,085	519,584	490,566	605,199	622,419	622,419	651,396	686,954
Department Expenditures									
Salaries and benefits	336,833	362,001	420,873	408,441	511,236	519,502	519,502	550,672	583,712
Operations	45,929	48,484	79,945	75,429	89,313	98,267	98,267	100,724	103,242
Capital outlay	1,216	1,600	18,766	6,696	4,650	4,650	4,650	-	-
Total Expenditures	383,978	412,085	519,584	490,566	605,199	622,419	622,419	651,396	686,954

ECONOMIC DEVELOPMENT

The Lakeport City Council and staff understand the importance of Lakeport as a regional economic center and have sought over the years to strengthen and expand the City's role in the economic well-being of the County, in spite of competitive outside forces. There are many factors that come into play and have an impact on the Lakeport economy and thus affect the whole of the County. These factors range from the provision of basic public infrastructure to the adoption and implementation of governmental economic development objectives, policies, and programs to having a sophisticated knowledge of the US/world economy and how Lakeport fits within it.

OUTCOMES/ACCOMPLISHMENTS

Due to rising costs and decreased revenues, the City established priorities for fiscal year 2013-14. These priorities received funding to varying degrees, based on costs and importance assigned to each by the City Council and executive management. The following list identifies those priorities and the respective outcomes, as established and reported by the City Manager.

	Stated 2014-15 Budget Goals	Accomplished	Outcome
1.	Keep council informed of the ongoing Economic Development processes. Develop interaction with staff and the local economic development organizations such as; LEDAC, Main Street Assoc., and Lake County Chamber.	Ongoing	Staff continues to work with local economic development associations. The Lakeport Main Street Association has assisted City staff in coordinating special events. City Council member sits as a liaison with the Lake County Chamber of Commerce enhancing the City's partnership with the Chamber. Staff sits on boards at Marymount College, Mendocino College and Sutter Hospital. Completed Carnegie Library reuse feasibility study and presented to City Council.
2.	Interface with County and the City of Clearlake to develop a regional economic development approach to include the two cities and other entities, including the Lake County Tourism Advisory Board.	Ongoing	The City of Lakeport continues to be a lead agency in the partnership with Lake County, the City of Clearlake, colleges, tribes, hospitals, the arts, and other agencies for a regional economic development approach. Staff is working with Lake County to update the Comprehensive Economic Development Strategy to be submitted the Federal Economic Development Administration. Provided coordination and logistics for a PG&E Leadership Roundtable and held the first annual Lake County Leadership Summit.

3.	Complete Website for ED, complete vacant commercial property inventory on website	Ongoing	Community Development staff has re-engaged in updating the vacant and commercial property inventory. The economic development pages of the City website is still in need of updating.
4.	Implement the business recruitment plan: meet with Lakeport businesses, continue the business loan program, and recruit new businesses to the community.	Ongoing	City staff continues to visit Lakeport businesses, the business loan program is awaiting CDBG grant approvals before loans can be closed. Staff has sent out letters and personal visits to business in surrounding counties who maybe considering expanding to Lake County.
5.	Complete the branding of Lakeport.	No	Staff has not worked on the branding effort.
6.	Promote installation of docks at Library Park.	Yes	New docks were built, installed, and ribbon cutting celebration. New docks were appreciated by the Wood & Glory organization by bringing back their event to Lakeport for a day long picnic in the park.
7.	Promote the work completing major portion of Downtown Main Street revitalization project.	Ongoing	Engineer firm has been selected and plan to submit construction bid documents out this year.

GOALS

In fiscal year 2015-16, the City Council and the management team developed five City-wide goals, which the budget plan would focus on achieving. When preparing their appropriation requests, each department evaluated their role in achieving each of the five City-wide goals and established individual goals toward that effort. The following summarizes the goals of the City Manager in support of the overall five City-wide goals.

Near-term (1 year)	Goal
1.	Promote City's business loan program with outreach to businesses and media
2.	Engage community in new use(s) of Carnegie Library
3.	Implement LEDAC goals: Art murals in the community, art displays in City Hall. Continued support of regional economic development initiatives and engagement of City employees in the Certified Tourism Ambassador (CTA) program.
Intermediate-term (2-3 years out)	
1.	Support City staff with updates to Economic Development pages of City website
2.	Attract and support development of full service hotel and conference center
3.	Expand businesses attraction efforts; support on-stop permit process
Long-term (4+ years out)	
1.	Full-time permanent position: Economic Development Director

BUDGET DETAIL

The operating budget presented here identifies expenditures and revenue sources by the department. Expenditures are detailed by character or function within the department to give the reader a fundamental understanding a where resources are planned to be used. Such functions are classified as follows:

- Salaries and benefits, which include salaries and wages of full- and part-time employees, healthcare premiums, City retirement contributions, overtime and standby costs, etc.
- Operations, including costs associated with day-to-day activities, professional services, insurance costs, and travel and training.
- Debt service, if the department is responsible for any regular payments on bonds, loans, leases, or other long-term obligations. Generally, all debt service is managed in non-departmental.
- Housing loans/grants, which typically are found only in the economic and housing divisions of the City Manager's Office and Community Development Department, respectively.
- Capital outlay, which typically identifies any expenditures related to semi-regular purchases, such as computer and technology, office equipment, building improvements, and other items that are capitalized and depreciated.

Among the information included in this proposed budget are prior year actuals, current fiscal year budget and year-end estimates, and a projection of cost estimates for the next two years, which have been compiled based on known information to date.

Fiscal Year 2015-16
Department Detail
Dept. Economic Development
No. 1054

	DEPARTMENT DETAIL								
	Prior FYs		Current		Proposed			Projections	
	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimated	2015-16 Requested	2015-16 Recommended	2015-16 Adopted	2016-17 Projected	2017-18 Projected
Funding Sources									
110 - GENERAL FUND	19,835	48,057	54,000	46,500	60,000	60,000	60,000	22,919	23,492
210 - ECON RLF RE-USE FUND	78	10,981	58,500	12,600	180,000	180,000	180,000	68,758	70,477
233 - ECON RLF REUSE MICRO RLA FUND	2,625	-	1,500	-	1,500	1,500	1,500	573	587
237 - CDBG ECONOMIC DEV GRANT 2010	3,339	977	-	-	-	-	-	-	-
705 - RDA OBLIGATION RETIREMENT FUND	10,000	-	-	-	-	-	-	-	-
Total Revenue	35,877	60,015	114,000	59,100	241,500	241,500	241,500	92,250	94,556
Department Expenditures									
Salaries and benefits	-	-	-	-	-	-	-	-	-
Operations	35,877	60,015	77,500	59,100	90,000	90,000	90,000	92,250	94,556
Grants/Loans	-	-	36,500	-	151,500	151,500	151,500	-	-
Total Expenditures	35,877	60,015	114,000	59,100	241,500	241,500	241,500	92,250	94,556

CITY ATTORNEY

The City Attorney is responsible for providing legal advice to the City Council and staff in carrying out their duties in the operations of the City government. The Attorney, or special counsel supervised by the Attorney, defends the City in all legal actions and brings about suits on behalf of the City.

BUDGET DETAIL

The operating budget presented here identifies expenditures and revenue sources by the department. Expenditures are detailed by character or function within the department to give the reader a fundamental understanding a where resources are planned to be used. Such functions are classified as follows:

- Salaries and benefits, which include salaries and wages of full- and part-time employees, healthcare premiums, City retirement contributions, overtime and standby costs, etc.
- Operations, including costs associated with day-to-day activities, professional services, insurance costs, and travel and training.
- Debt service, if the department is responsible for any regular payments on bonds, loans, leases, or other long-term obligations. Generally, all debt service is managed in non-departmental.
- Housing loans/grants, which typically are found only in the economic and housing divisions of the City Manager's Office and Community Development Department, respectively.
- Capital outlay, which typically identifies any expenditures related to semi-regular purchases, such as computer and technology, office equipment, building improvements, and other items that are capitalized and depreciated.

Among the information included in this proposed budget are prior year actuals, current fiscal year budget and year-end estimates, and a projection of cost estimates for the next two years, which have been compiled based on known information to date.

Fiscal Year 2015-16
Department Detail
Dept. City Attorney
No. 1030

	DEPARTMENT DETAIL								
	Prior FYs		Current		Proposed			Projections	
	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimated	2015-16 Requested	2015-16 Recommended	2015-16 Adopted	2016-17 Projected	2017-18 Projected
Funding Sources									
110 - GENERAL FUND	87,169	110,879	71,466	80,752	63,000	63,000	63,000	64,575	66,189
501 - WATER UTILITY M & O FUND	14,353	26,755	34,466	32,466	26,000	26,000	26,000	26,650	27,316
504 - USDA WATER PROJECT FUND	-	-	1,000	820	-	-	-	-	-
601 - CLMSD UTILITY M & O FUND	14,353	26,340	34,466	32,466	26,000	26,000	26,000	26,650	27,316
705 - RDA OBLIGATION RETIREMENT FUND	18,645	6,603	7,000	2,500	5,000	5,000	5,000	5,125	5,253
Total Revenue	134,520	170,577	148,398	149,004	120,000	120,000	120,000	123,000	126,075
Department Expenditures									
Salaries and benefits	75,622	28,830	25,398	25,398	-	-	-	-	-
Operations	58,897	141,747	123,000	123,606	120,000	120,000	120,000	123,000	126,075
Total Expenditures	134,519	170,577	148,398	149,004	120,000	120,000	120,000	123,000	126,075

FINANCE & INFORMATION TECHNOLOGY

The Finance & Information Technology Department is responsible for the fiscal health of the City as well as the collection and expenditure of funds in accordance with all applicable laws and regulations. This includes managing the processes and recording for day-to-day transactions, providing accurate reporting to the City Council, City Manager and other departments as well as performing high level, broad fiscal analysis of current activities, and evaluating economic trends affecting the local economy. As such, the Department is best viewed as providing two levels of service: internal operations and fiscal analysis and advisory services.

In 2015 the Department incorporated the function of information technology, providing services to City departments to ensure that technology resources function optimally. IT was assigned to the Engineering Department prior to this change, and past goals and accomplishments are reported in that Department's budget section.

From the analysis and advisory perspective, the Finance department is charged with the following roles and tasks:

- Primary advisor to the City Manager and City Council on fiscal and financial matters
- Long-range financial planning, including forecasting and budgeting
- Ongoing investigation and identification of fiscal opportunities such as significant sources of new revenues or expense reductions
- Maintain training and awareness of Industry Best Practices and identify opportunities for effecting change
- Provide leadership in the development and implementations citywide financial policies
- Administer the City's Investment and Debt Portfolios

On the internal operations side, the Finance Department performs the following functions:

- General accounting services including recording and reporting transactions in accordance with Generally Accepted Accounting Principles (GAAP)
- Provide timely financial detail and summary reports to City management and the City Council to assist them in managing the activities of their respective departments
- Design and implement an effective system of internal controls for the purpose of safeguarding the City's assets
- Annual budget analysis and document preparation
- Prepare for and manage annual independent fiscal audits
- Prepare the City's Comprehensive Annual Financial Report (CAFR) in accordance with GAAP and GFOA accounting and financial reporting standards
- Grant compliance and reporting
- Internal auditing of City operations
- Work with City Management to ensuring fees are set at the appropriate levels to ensure the City is justly compensated for services provided
- Management support, which includes not only providing reports to departments but meeting with the various departments to discuss their performance to the budget on a regular basis throughout each fiscal year
- Utility billing and customer service operations
- Housing and business loan servicing
- Business license administration

- Redevelopment Successor Agency fiscal dissolution administration
- Payroll processing
- Provide contract and basic procurement administration
- Provide IT services to City staff and departments.

OUTCOMES/ACCOMPLISHMENTS

Due to rising costs and decreased revenues, the City established priorities for fiscal year 2013-14. These priorities received funding to varying degrees, based on costs and importance assigned to each by the City Council and executive management. The following list identifies those priorities and the respective outcomes, as established and reported by the Finance Director.

	Stated 2014-15 Budget Goals	Accomplished	Outcome
1.	Promote and encourage Finance staff to attend regular training and professional development opportunities to maintain and enhance skill sets.	Yes, ongoing	A better more competent workforce able to conduct and expand their functions more effectively.
2.	Assist department heads in identifying financial resources to support training and staff development, promoting leadership development.	Partially	All City staff participated in a customer service and team building workshop at Mendocino College Lake Campus. All staff will be encouraged to participate in the county-wide Certified Tourism Ambassador program.
3.	Continued efforts in succession planning through recruitment efforts, training and mentoring for City staff.	Yes, ongoing	Promoting better decision making, transparency, and accountability.
4.	Work with the City Manager and departments to ensure they have the adequate financial analysis and resources to engage in activities that support this goal.	Yes, ongoing	Departments are better able to plan and execute their core functions and special projects.
5.	Develop social media presence to promulgate succinct, easy to understand financial information to the community and interested citizens.	No	The Department has promulgated a significant amount of financial information to internal and external users and is still trying to consider the best methods of delivering that information.
6.	Maintain delivery of regular quarterly financial reports to Council and the community and be responsive to requests for information by the community.	Partially	Implementation of City's new financial management software system has delayed release of quarterly financial reports.

7.	Maintain the timely delivery of the City's CAFR.	Yes, completed	Provides financial information to external users, most notably bond holders and potential funders, such as USDA, etc. Department received GFOA award for Excellent in Financial Reporting for the 2013-14 fiscal year.
8.	Support the City Manager in delivering an on time annual operating budget and CIP plan.	Yes, completed	Necessary for policy makers and city management to make informed decisions.
9.	Provide support to the City's Economic Development program, including LEDAC, in identifying funding resources and strategies in support of this goal.	No	Did not engage in this activity. No immediate projects or activities required Finance involvement.
10.	Continue to improve responsiveness to local businesses regarding questions or issues with utility billing, TOT taxes, and City grant and loan opportunities for microenterprises.	Yes, ongoing	Received several inquiries regarding existing loan payoffs demands, and was responsive within 1-2 days.
11.	Provide fiscal support to the City Council in the use of former redevelopment agency bond proceeds.	Yes, ongoing	Preparing these proceeds for use in Downtown Main Street revitalization project, scheduled to begin in FY 2015-16.
12.	Provide all necessary financial management and support for the receipt and use of USDA water and sewer loan proceeds.	Yes, ongoing	Loan programs are scheduled to fund in FY 2015-16.
13.	Work with departments to secure funding sources for projects identified in the City's CIP	Yes, ongoing	Explored, applied, and received funding from several funding entities for major capital projects, including the new PD station.
14.	Implement upgraded financial management software system to provide greater accessibility and use of accurate, timely financial information to the City Manager and departments.	Yes, completed	System fully implemented and in use by June 30, 2015. It provides enhanced functionality making the Department and City more responsive to the community, enhancing service delivery.

GOALS

In fiscal year 2015-16, the City Council and the management team developed five City-wide goals, which the budget plan would focus on achieving. When preparing their appropriation requests, each department evaluated their role in achieving each of the five City-wide goals and established individual goals toward that effort. The following summarizes the goals of the Finance Director in support of the overall five City-wide goals.

Near-term (1 year)	Goal
1.	Promote and encourage Finance staff to attend regular training and professional development opportunities to maintain and enhance skill sets.
2.	Upgrade A/V system in council chambers and conference rooms, including presentation management, audio, video, and online streaming capability.
3.	Complete installation of new phone system, City-wide.
Intermediate-term (2-3 years out)	
1.	Complete recommendations to changes to user fees.
2.	Complete execution of strategies to reduce liability costs.
3.	Standardizing City IT across all Departments.
Long-term (4+ years out)	
1.	Develop social media presence to promulgate succinct, easy to understand financial information to the community and interested citizens.
2.	Prepare the City to adapt to new technologies that benefit the organization and community.
3.	Work with administration on electronic records management system.

BUDGET DETAIL

The operating budget presented here identifies expenditures and revenue sources by the department. Expenditures are detailed by character or function within the department to give the reader a fundamental understanding a where resources are planned to be used. Such functions are classified as follows:

- Salaries and benefits, which include salaries and wages of full- and part-time employees, healthcare premiums, City retirement contributions, overtime and standby costs, etc.
- Operations, including costs associated with day-to-day activities, professional services, insurance costs, and travel and training.
- Debt service, if the department is responsible for any regular payments on bonds, loans, leases, or other long-term obligations. Generally, all debt service is managed in non-departmental.
- Housing loans/grants, which typically are found only in the economic and housing divisions of the City Manager's Office and Community Development Department, respectively.
- Capital outlay, which typically identifies any expenditures related to semi-regular purchases, such as computer and technology, office equipment, building improvements, and other items that are capitalized and depreciated.

Among the information included in this proposed budget are prior year actuals, current fiscal year budget and year-end estimates, and a projection of cost estimates for the next two years, which have been compiled based on known information to date.

Fiscal Year 2015-16
Department Detail
Dept. Finance & IT
No. 1041

	DEPARTMENT DETAIL								
	Prior FYs		Current		Proposed			Projections	
	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimated	2015-16 Requested	2015-16 Recommended	2015-16 Adopted	2016-17 Projected	2017-18 Projected
Funding Sources									
110 - GENERAL FUND	80,119	88,836	150,145	138,888	214,254	202,915	202,915	200,972	210,846
501 - WATER UTILITY M & O FUND	133,605	132,774	164,526	165,185	192,334	184,210	184,210	182,446	191,410
504 - USDA WATER PROJECT FUND	1,447	280	10,000	-	-	-	-	-	-
601 - CLMSD UTILITY M & O FUND	142,219	139,941	173,135	173,683	200,098	198,524	198,524	196,623	206,284
604 - USDA SEWER PROJECT FUND	1,447	-	10,000	-	-	-	-	-	-
605 - CLMSD ASSMNT DIST 91-1 FUND	6,844	9,207	7,500	7,500	8,000	8,000	8,000	7,923	8,313
705 - RDA OBLIGATION RETIREMENT FUND	61,665	65,617	68,315	68,511	56,946	56,946	56,946	56,401	59,172
Total Revenue	427,346	436,655	583,621	553,767	671,632	650,595	650,595	644,364	676,024
Department Expenditures									
Salaries and benefits	325,041	328,199	356,586	358,851	420,918	419,168	419,168	444,318	470,977
Operations	100,980	99,097	168,728	136,609	200,714	195,167	195,167	200,046	205,047
Capital outlay	1,325	9,357	58,307	58,307	50,000	36,260	36,260	-	-
Total Expenditures	427,346	436,653	583,621	553,767	671,632	650,595	650,595	644,364	676,024

COMMUNITY DEVELOPMENT

The Community Development Department is comprised of three divisions: Planning, Building and Housing. The department is responsible for a wide variety of functions including the review and approval of new development projects; building permit applications and inspections; code enforcement and nuisance abatement; and housing support services. The department also carries out activities related to business licensing, including working with new businesses on remodeling and sign issues and the collection of business license fees.

PLANNING

The Planning Division is responsible for implementing policies that direct the physical development of the City. This is accomplished through administration of the City's development codes and regulations including the Zoning Ordinance; Subdivision Ordinance; local, State and Federal environmental regulations; the Lakeport General Plan; and related ordinances and policies adopted by the City.

Planning staff has responsibility for numerous work priorities, including:

- Answering public inquiries for information related to allowable land uses (zoning), property characteristics, availability of utilities, site history/prior permits, and other related issues.
- Processing land use applications such as zoning permits, use permits, lot line adjustments, parcel mergers, architectural and design review, fencing requests, new business signs and commercial painting projects.
- Coordinate Planning Commission activities including meeting agendas, public notices, staff reports, meeting minutes, minute orders and other administrative support.
- Updating General Plan and implementing General Plan policies and programs.
- Code Enforcement & Nuisance Abatement including nuisance vehicle abatement.
- Environmental Review and Mitigation Monitoring.
- Developing and enforcing of storm water regulations including working with the Lake County Clean Water Program to ensure compliance with State and Federal clean water requirements (NPDES).
- Supporting Lakeport Main Street Association activities including membership in the Association's Design Subcommittee.
- Maintaining and enhancing the City's Geographical Information System (GIS).
- Maintaining and enhancing the Community Development Department's web pages.

The above activities are produced through the following major functions:

Advance Planning – Taking the lead in advance planning projects that guide development activities in Lakeport toward the community vision desired by the City Council and our residents.

Current Planning – Managing the development application review process effectively and efficiently to process land use applications and implement the City Council's vision and policies for urban growth. Current planning also includes answering public inquiries related to land use issues is a timely and thorough manner.

Environmental Review – Providing a full range of services related to complying with local, State and Federal environmental laws. When warranted, additional consultant resources are obtained to augment the Division's limited staff resources.

General Plan Implementation – Working in conjunction with other City departments to implement the policies and programs set forth in the City's General Plan.

Regional Coordination – Providing ongoing representation within regional forums to promote regional coordination and to support Lakeport's regional interests. Planning staff works with the County of Lake, the Area Planning Council and other groups to further these goals.

OUTCOMES/ACCOMPLISHMENTS

Due to rising costs and decreased revenues, the City established priorities for fiscal year 2013-14. These priorities received funding to varying degrees, based on costs and importance assigned to each by the City Council and executive management. The following list identifies those priorities and the respective outcomes, as established and reported by the Planning Services Manager.

	Stated 2014-15 Budget Goals	Accomplished	Outcome
1.	Continue to maintain clear lines of communication with City Council (CC).	Yes, ongoing	Staff continues to coordinate Planning Division activities with the City Manager who is a conduit to the City Council. Staff also attends CC meetings and provides regular department updates
2.	Reply to all CC requests for information in a timely and thorough manner.	Yes, ongoing	Staff is proud of the working relationship it has with the Council and continues to respond to inquiries and research request on issues and topics of concern in a timely manner.
3.	Strive to keep CC's strategic goals in mind when working through CDD projects.	Yes, ongoing	Staff is committed to changing the climate of its interaction with local businesses and the general public to strengthen economic development in the community.
4.	Continue to work closely with management team including sharing info & staff resources.	Yes, ongoing	The Community Development Director attends weekly management meetings; Planning Services Manager and Building Official attend monthly. CDD/Planning staff continues to work closely with other departments and has shared resources, including personnel, with other departments, including the Police Department.

5.	Continue to maintain strong relationship and communication with Planning Commission.	Yes, ongoing	Staff is proud of the working relationship we have developed with the Planning Commission. The new CDD Director is committed to enhancing this relationship with greater communication more informal training/workshop sessions on specialized land use planning topics at future meetings.
6.	Begin to work with City Manager to enhance managerial skills.	Yes, ongoing	The hiring of a CDD Director has assisted CDD Staff in being able to tend to managerial related issues and still provide timely and effective services to clients and the general public.
7.	Continue to pursue professional development, including attendance at 2014 Cal APA conference.	Yes, ongoing	The Community Development Department is committed to ongoing professional development at all staff levels. This past fiscal year planning staff attended the 2014 Cal APA conference, CDBG and LAFCO workshops, and basic CEQA and land uses 101 seminars.
8.	Maintain existing relationships and lines of communication with other public agency staff including County Planning, Environmental Health, LCAQMD and Area Planning Council. Foster new working relationships as opportunities arise.	Yes, ongoing	Staff has maintained these relationships and has also engaged in more communication with the Big Valley Rancheria regarding Cultural Resource issues associated with new development projects. CDD's familiarity with County Staff, procedures and policies has also proven to be beneficial.
9.	Work with City Manager and management team on ways to effectively use CDD's limited resources to reach this goal.	Yes, ongoing	Planning Services Manager continues to take the lead on the City's Social Media platforms in an effort to strengthen our community and regional involvement and our online "presence." Staff has also improved the lines of communication with the City Manager and other members of the management team.

10.	Continue to volunteer personal time for special community events including Grillin' on the Green, Downtown Cleanup Day and Oktoberfest (latter two events associated with ongoing support of LMSA activities).	Yes, ongoing	Community Development staff remains committed to participating in community centric events and supporting local and regional civic organizations.
11.	Attempt to implement Neighborhood Study's recommendations regarding "resident engagement." Continue/expand use of the new "Next-door" online neighborhood group.	Yes, ongoing	Resident engagement activities have been focused on Facebook and Twitter. Also utilized the Next-Door "downtown neighborhood" which is a Facebook-type application for neighborhood communication.
12.	Recognize that using "new media" such as City website, Facebook, etc. is cost effective and is used by more people than ever before.	Yes, ongoing	Planning staff has taken the lead on the City's Facebook page since July 2013. Staff posts information related to ALL City activities--not just CDD information. Staff also maintains the City's Twitter account. City website is updated regularly.
13.	Continue to enhance CDD webpages with relevant, timely information about dept. activities.	Yes, ongoing	Planning Staff updates the Community Development & Housing webpages on a regular and ongoing basis.
14.	Contribute to City's newsletter with important CDD news and activities.	Yes, ongoing	Recent newsletter profiled new CDD Director and his commitment to strengthen communication with the business community and general public in order to promote greater economic development and community pride.
15.	Continue to use press releases to announce important CDD news such as HOME grant award.	Partially	The City is currently working towards obtaining outside consultant services to assist with the operation of its current "first time homebuyer" and "rehabilitation" grant through the HOME program. The consultant will be responsible with the assistance of Community Development staff to implement an aggressive marketing strategy aimed at expending available HOME grants to qualified households within the stated terms of the program.

16.	Continue to participate in LEDAC and provide staff support as needed.	Yes, ongoing	Staff continues to regularly attend monthly LEDAC meetings and is in the process of updating the vacant commercial building/property listing on the City's website.
17.	Continue to work closely with LMSA, including attending monthly Design Committee meetings and participating in special events.	Partially	Due to staffing constraints CDD's regular attendance of monthly LMSA Design Committee meetings has not been consistent. CDD is committed to resuming this valuable community outreach service in the near future.
18.	Continue to work closely with business license applicants at public counter, telephone, etc. Assist and support new businesses, including assistance with applications and other related information requests.	Yes, ongoing	Staff continues to work with new businesses at the counter and has worked to be more sensitive to the needs/desires of new businesses.
19.	Participate & support City's ongoing "branding" project.	Yes, ongoing	CDD is involved with LEDAC who have been working on the "branding-related research" to City's Economic Development consultant.
Additional achievements/accomplishments			
1.	Continue to assist and support other City departments including Public Works, Utilities and Engineering as they pursue infrastructure improvements.	Yes, ongoing	The increase in staffed positions within the Community Development Department has provided greater opportunity for staff assistance to other City Departments and organization projects especially in the area of long-range planning studies and the completion of capital improvement projects.
2.	Process and administer pending commercial development projects including the Safeway fuel center and AutoZone projects.	Yes, ongoing	The Safeway and AutoZone projects are active land use applications. Significant progress has been made with both projects this past fiscal year, including the completion of draft environmental documents. Other new projects include a second phase development of affordable Senior Housing Complex on Martin Street.The Planning Commission will review these project in FY 15/16.

3.	Complete Housing Element update including certification by the Department of Housing and Community Development (HCD).	Yes, completed	The Housing Element was approved by the City Council in August 2014 and subsequently certified by HCD.
4.	Manage the current HOME housing grant including several housing rehabilitation and First-Time Homebuyer projects.	Partially	The current HOME housing grant of $550,000 runs through January 2016. To date the Community Development Department has processed several housing rehabilitation and First Time Homebuyer projects for a total allocation of $180,000.
5	Continue work on the General Plan and Sphere of Influence updates related to the south Lakeport annexation project.	Yes, ongoing	Significant progress made in FY 14-15. City Council approved General Plan text amendments and associated environmental documentation in March 2015. Staff currently preparing pre-zoning ordinance for SOI amendment and preparing documentation for submittal to LAFCO.

GOALS

In fiscal year 2015-16, the City Council and the management team developed five City-wide goals, which the budget plan would focus on achieving. When preparing their appropriation requests, each department evaluated their role in achieving each of the five City-wide goals and established individual goals toward that effort. The following summarizes the goals of the Planning Services Manager in support of the overall five City-wide goals.

Near-term (1 year)	Goal
	1. Fill existing CDD staff vacancies.
	2. Improve perception of CDD in community through improvement of: customer service, access to pertinent permitting and development information and outreach to local business.
	3. Development of Departmental Policies and Procedures
Intermediate-term (2-3 years out)	
	1. Annexation of south Lakeport
	2. Development of a One-Stop Permit Shop
	3. Conduct a review of Departmental fees and cost recovery options
Long-term (4+ years out)	
	1. Plan for succession.
	2. Complete a Climate Action Plan
	3. Update the General Plan

BUDGET DETAIL

The operating budget presented here identifies expenditures and revenue sources by the department. Expenditures are detailed by character or function within the department to give the reader a fundamental understanding a where resources are planned to be used. Such functions are classified as follows:

- Salaries and benefits, which include salaries and wages of full- and part-time employees, healthcare premiums, City retirement contributions, overtime and standby costs, etc.
- Operations, including costs associated with day-to-day activities, professional services, insurance costs, and travel and training.
- Debt service, if the department is responsible for any regular payments on bonds, loans, leases, or other long-term obligations. Generally, all debt service is managed in non-departmental.
- Housing loans/grants, which typically are found only in the economic and housing divisions of the City Manager's Office and Community Development Department, respectively.
- Capital outlay, which typically identifies any expenditures related to semi-regular purchases, such as computer and technology, office equipment, building improvements, and other items that are capitalized and depreciated.

Among the information included in this proposed budget are prior year actuals, current fiscal year budget and year-end estimates, and a projection of cost estimates for the next two years, which have been compiled based on known information to date.

Fiscal Year 2015-16
Department Detail
Dept. Planning
No. 1050

	DEPARTMENT DETAIL								
	Prior FYs		Current		Proposed			Projections	
	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimated	2015-16 Requested	2015-16 Recommended	2015-16 Adopted	2016-17 Projected	2017-18 Projected
Funding Sources									
110 - GENERAL FUND	119,388	130,805	192,354	179,399	270,695	257,213	257,213	36,061	37,906
130 - GENERAL CAPITAL IMPROVEMENT	-	-	-	-	1,925,000	1,925,000	1,925,000	269,887	283,688
501 - WATER UTILITY M & O FUND	9,871	10,567	34,516	34,516	28,135	28,135	28,135	3,945	4,146
504 - USDA WATER PROJECT FUND	10,428	-	5,000	-	-	-	-	-	-
601 - CLMSD UTILITY M & O FUND	9,790	10,771	36,041	36,041	25,565	25,565	25,565	3,584	3,768
604 - USDA SEWER PROJECT FUND	10,428	-	5,000	-	-	-	-	-	-
705 - RDA OBLIGATION RETIREMENT FUND	48,889	26,158	30,722	24,222	-	-	-	-	-
Total Revenue	208,794	178,301	303,633	274,178	2,249,395	2,235,913	2,235,913	313,477	329,507
Department Expenditures									
Salaries and benefits	148,153	107,979	180,110	186,127	224,596	220,846	220,846	234,097	248,143
Operations	60,615	70,322	119,523	84,051	86,644	77,444	77,444	79,380	81,365
Capital outlay	26	-	4,000	4,000	1,938,155	1,937,623	1,937,623	-	-
Total Expenditures	208,794	178,301	303,633	274,178	2,249,395	2,235,913	2,235,913	313,477	329,507

BUILDING

The Building Division is responsible for enforcement of Title 24 of the California Code of Regulations, also referenced as the California Building Standards Code, and is established by state law as a code enforcement agency under the administrative and operational control of the Building Official, who is authorized and directed to administer and enforce all the provisions of the Codes with all the powers of a law enforcement officer.

Additionally, the current Building Official is designated as the Floodplain Administrator and is charged with enforcement of the City's Floodplain Management Ordinance.

The Building Codes are state laws enacted for the purpose of establishing "the minimum requirements to safeguard the public health, safety and general welfare through structural strength, means of egress facilities, stability, sanitation, adequate light and ventilation, energy conservation, and safety to life and property from fire and other hazards attributed to the built environment and to provide safety to firefighters and first responders during emergency operations". Numerous additional state laws enforced by the Building Division are contained in various sections of the Health and Safety Code, Government Code, Education Code, Public Resources Code, Code of Civil Procedure, Business and Professions Code, Civil Code and Water Code. Federal Laws enforced include the Americans with Disabilities Act and the Clean Water Act.

The Building Division reviews all applications for permits to ensure that submittals are complete and in compliance with the Codes and local ordinances. State law requires swift processing of permit applications. When necessary to expedite reviewing of plans, or for complex or large project applications, an outside plan-review consultant is occasionally needed. The emphasis is always to keep projects and revenues "in-house" whenever possible. Where appropriate, applications are routed to other city departments and to other agencies, including Environmental Health, the Air Quality Management District, Army Corps of Engineers and Water Resources for approvals.

The Building Official determines and calculates all building permit fee amounts, communicates with Fire Department and School District offices to establish corresponding fees, and determines amounts to be collected for utility expansion fees for sewer and water connections. All City fee amounts are set by the City Council. Historically, Building Division expenditures have typically exceeded revenues as confirmed by the fee study performed by a consultant several years ago. Additional fees enacted by state agencies are collected, reported and forwarded as required.

The Building Division reviews permit applications, drawings and specifications, and, once approved, issues the permits. Inspections of the work are made for compliance with the various codes and with any Planning Division project conditions. Upon completion of a new structure a Certificate of Occupancy is issued. When buildings have not been maintained and/or kept safe for occupancy, the Building Official initiates proceedings to order appropriate action. Records of all permits, drawings, Notices and Orders, and all related activities are maintained and kept in archives. Records of all permitted activities occurring within Special Flood Hazard Areas are maintained for FEMA/DWR review.

Other activities include updating of codes and ordinances, periodic inspections of fire-life safety equipment, responding to tenant / landlord / nuisance complaints, inquiries regarding code interpretation, flood zone determinations, property history, and related information. The Building Division's use of the City's GIS system is critical and essential for effective time management.

The Building Official also reviews and inspects City owned properties, reviews all improvement plans for city owned buildings and properties, occasionally prepares drawings and specifications for same, and issues no-fee permits to ensure compliance with codes.

The Building Division / Community Development Department staff continues to administer the City's Business License Program.

The state of the Building Division appears to be improving, as shown by latest economic reports and by substantial increases in numbers of permits issued, valuations, and building activity in general. On January 1, 2014, the new

edition of Title 24 standards will be effective. The latest revisions should make California's building regulations less complicated for out-of-state designers and developers, particularly as applied to disabled access laws.

OUTCOMES/ACCOMPLISHMENTS

Due to rising costs and decreased revenues, the City established priorities for fiscal year 2013-14. These priorities received funding to varying degrees, based on costs and importance assigned to each by the City Council and executive management. The following list identifies those priorities and the respective outcomes, as established and reported by the Building Official.

	Stated 2014-15 Budget Goals	Accomplished	Outcome
1.	Attending Council meetings when requested or when agenda is relative to CDD / Building Dept. matters.	Yes, Ongoing	Building Official has attended several meetings with relevant items and others to stay current with direction of Council and community affairs.
2.	Participate in committees to provide guidance on Building Codes and disabled access regulations.	Yes, Ongoing	Building Official serves on several committees and working groups (e.g. Drought taskforce, storm water). Building Official participates in on-line forums with peer groups to participate in Code development proceedings and analyses (e.g. storm water and Disables Access laws).
3.	Attend various seminars related to department management and workplace productivity.	Yes	Staff attended several workshops this past year including: NPDES Storm water County Working Group, Certified Access Specialist training, SB 2188 Solar PV implementation and management retreat.
4.	Resume attendance at monthly meetings of the Redwood Empire Assn. of Code Officials (REACO).	Yes	This organization includes Sonoma, Marin, Mendocino and Lake County officials. The Building Official has been able to attend meetings in Mendocino and northern Sonoma County this past year.
5.	Continue to improve cooperative relationships with outside agencies (Fire, Health, Air Quality, Water Resources, DWR…)	Yes, Ongoing	Results include: increased frequency and enhancement of inter-agency cooperation & communication; a more streamlined permit process, reduced delays; positive customer comments.
6.	Maintain memberships in peer / professional associations (REACO, NAPA SOLANO ICC, CALBO, ASFPM, CPF).	Yes	All memberships have been continued and additional memberships have been added (i.e. CABEC). Participated with support on several legislative bills.

7.	Continue seat on B.O.D. of North Coast Energy Services.	Yes, Ongoing	NCES continues to provide essential low-income Home Energy Assistance Program which benefits many Lake County residents as residents of five other counties.
8.	Further / increased participation in local emergency and disaster response / preparedness programs.	Yes	Assigned as EOC Planner during the December 2014 storm event, and completed FEMA Incident Command System training courses.
9.	Prepare and update informational handouts and website features relative to Code issues, permitting and public safety.	Yes	Prepared documents for owners to self-certify compliance with SB 407 related to water saving fixtures.
10.	Develop newsletter /column for inclusion in city / utility publications and website news.	No	No progress made towards this goal.
11.	Establish policies and procedures for incentivizing use of local resources and contractors.	No	No large/new projects this year subject to noted incentives. Remains an ongoing goal for next fiscal year.
12.	Explore and borrow programs and policies in use by other cities / counties that have been most successful at facilitating client satisfaction with the permitting processes.	Yes, Ongoing	Forms developed for compliance with SB 407 (water conservation fixtures) and application for "Unreasonable Hardship Determinations" (ADA upgrade/compliance).
13.	Create a web-page list of local businesses and contractors providing development related services.	No	No progress made towards this goal.
14.	Further streamline permitting processes to reduce time based costs to City and clients.	Yes	Continue to see an increase in proportionality of permits that are issued "over the counter" in one visit. I find that fewer counter trips saves money and time for both staff and clients and does not impede overall productivity, is well received by the public, and staff prefers this simplified method.
15.	Continue to advise and assist Public Works Department in matters related to removal of barriers as required by the City's ADA Transition Plan, especially when repairing or remodeling existing City owned properties.	Yes	Building Official continues to provide assistance to the Public works Department in the implementation of this plan.

16.	Provide design and bid acquisition services for Public Works projects when requested, especially related to City Hall and adjacent facilities.	Yes, Ongoing	Assisted with design of baseball fields facilities (accessible dugouts, bleachers).
17.	Promote "low impact development(LID)" and "no adverse impact (NAI)" design for projects that may increase storm water flows.	Yes, Ongoing	Continue to encourage LID concepts at early project stage. These same principles are now becoming embedded in the Codes and design review process.
18.	Promote inspection and repair or rehabilitation of any existing public or private utility features on private lands where possible when development activities are permitted on those private lands.	Yes, Ongoing	Continue to inform project applicants about rehabilitation and repair requirements as part of new project review. Building official is committed to assisting in identifying cost-effective means for achievement of this goal. The Building Code already requires owners to maintain improvements.
19.	Seek increase of impervious surface development fee to 20 cents per square foot as allowed for in the current ordinance.	No	Expected completion in FY 15-16.
20.	Obtain CASp certification from DGS/DSA.	Ongoing	Currently in process. Expected completion fiscal year 2015/16. Working directly with software provider and in process of entering into contract to provide a permitting and tracking system for both Building and Code Enforcement functions.
Additional achievements/accomplishments			
1.	Formally adopt the 2013 CA Building Standards which are already state law (CFR Title 24).	No	Not completed. Expected completeion in fiscal year 2015-16.
2.	Revise language of the Lakeport Municipal Code as necessary to be updated / consistent with state Codes.	No	To be completed in conjunction with the formal adoption of the 2013 CA Building Standards in 2015-16. Municipal Code will be revised to eliminate conflicts with 2013 Building Code and future code cycles.

3.	Train staff as necessary to be proficient with new software system modules for permitting and business licensing prior to implementation.	Ongoing	Revisions in progress – reviewed ordinance with DWR/FEMA staff at Community Assistance Visit on March 16, 2015. Some elements of 2006 Model Ord. are being revised by FEMA to be distributed later in year – process will resume after.
4.	Revise / update Floodplain Management Ordinance.	Ongoing	Revisions in progress – reviewed ordinance with DWR/FEMA staff at Community Assistance Visit on March 16, 2015. Some elements of 2006 Model Ord. are being revised by FEMA to be distributed later in year – process will resume after.
5	Complete the abatement / removal of at least one dilapidated / nuisance structure.	Yes	Summary abatement of substandard residential multi-family complex at 1940 Lakeshore Boulevard. Division working with new owners to correct violations and allow structure to be re-inhabited. Additionally, dilapidated structures/garbage removed from shady Lane nearly completed
6	Resolve issues as necessary to create usable package for migration of all digital and paper archival records into new software program.	Ongoing	Working directly with software provider and in process of entering into contract to provide a permitting and tracking system for both Building and Code Enforcement functions. New system will streamlessly integrate existing permitting record data. Additionally, completed records retention schedule to assist in long-term records management.
7	B.O. to pursue ICC certifications as CBO, PE, or more as available.	Ongoing	Currently in process of completing necessary training for exam eligibility. Expected completion fiscal year 2015/16. Also in process of obtaining certification as Certified Access Specialist through Division of State Architect. Scheduling Training and certification exam for stormwater QSP & QSD for fall of 2015.

GOALS

In fiscal year 2015-16, the City Council and the management team developed five City-wide goals, which the budget plan would focus on achieving. When preparing their appropriation requests, each department evaluated their role in achieving each of the five City-wide goals and established individual goals toward that effort. The following summarizes the goals of the Building Official in support of the overall five City-wide goals.

Near-term (1 year)	Goal
	1. Formally adopt the current building Codes adopted by the State of California and revise the City's adoption process to streamline future Building Code Updates.
	2. Building Official to pursue certification through state as a Certified Access Specialist.
	3. Training and implementation of new building permit/code enforcement software including migration of existing data to the new software system.
Intermediate-term (2-3 years out)	
	1. Building Official to pursue certification by the International Code Council.
	2. Revise Flood Damage Prevention Ordinance to comply with current FEMA regulations.
	3. Implement a records management system for all Building related records.
Long-term (4+ years out)	
	1. Plan for Succession

BUDGET DETAIL

The operating budget presented here identifies expenditures and revenue sources by the department. Expenditures are detailed by character or function within the department to give the reader a fundamental understanding a where resources are planned to be used. Such functions are classified as follows:

- Salaries and benefits, which include salaries and wages of full- and part-time employees, healthcare premiums, City retirement contributions, overtime and standby costs, etc.
- Operations, including costs associated with day-to-day activities, professional services, insurance costs, and travel and training.
- Debt service, if the department is responsible for any regular payments on bonds, loans, leases, or other long-term obligations. Generally, all debt service is managed in non-departmental.
- Housing loans/grants, which typically are found only in the economic and housing divisions of the City Manager's Office and Community Development Department, respectively.
- Capital outlay, which typically identifies any expenditures related to semi-regular purchases, such as computer and technology, office equipment, building improvements, and other items that are capitalized and depreciated.

Among the information included in this proposed budget are prior year actuals, current fiscal year budget and year-end estimates, and a projection of cost estimates for the next two years, which have been compiled based on known information to date.

Fiscal Year 2015-16
Department Detail
Dept. Building
No. 1051

	DEPARTMENT DETAIL								
	Prior FYs		Current		Proposed			Projections	
	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimated	2015-16 Requested	2015-16 Recommended	2015-16 Adopted	2016-17 Projected	2017-18 Projected
Funding Sources									
110 - GENERAL FUND	175,507	113,516	208,155	141,731	238,178	223,397	223,397	213,403	224,983
414 - STORM DRAINAGE FUND	285	-	-	-	-	-	-	-	-
501 - WATER UTILITY M & O FUND	6,091	4,737	8,556	8,556	11,293	11,293	11,293	10,788	11,373
601 - CLMSD UTILITY M & O FUND	6,173	4,669	8,556	8,556	11,928	11,928	11,928	11,394	12,013
705 - RDA OBLIGATION RETIREMENT FUND	9,793	4,493	3,479	3,479	-	-	-	-	-
Total Revenue	197,849	127,415	228,746	162,322	261,399	246,618	246,618	235,586	248,369
Department Expenditures									
Salaries and benefits	177,286	105,550	191,519	139,945	187,059	185,809	185,809	196,958	208,775
Operations	20,538	21,866	34,727	19,877	50,685	37,686	37,686	38,628	39,594
Capital outlay	26	-	2,500	2,500	23,655	23,123	23,123	-	-
Total Expenditures	197,850	127,416	228,746	162,322	261,399	246,618	246,618	235,586	248,369

HOUSING

Since its establishment in 1986, the City's Housing Division has assisted dozens of low income, financially responsible residents with housing rehabilitation activities as well as home buying opportunities for first-time homebuyers.

In 2010 the Division applied for and received a $400,000 CDBG grant for the rehabilitation of dilapidated homes owned by low-income residents. This grant was successfully implemented and nearly all of the funds have been spent. Nine low-income households applied for assistance and were granted low interest, deferred loans for housing rehabilitation projects which included a wide variety of improvements such as weatherization; new roofs; ramps and other access improvements for handicapped residents, handicapped-accessible bathtubs and showers; electrical improvements and removal of electrical hazards, hot water heaters, heating and cooling systems; and other improvements.

In 2012 the Division successfully applied for a $700,000 HOME grant which will provide funding for housing rehabilitation projects and a First Time Homebuyers program. Implementation of this grant will begin in 2013.

The Division coordinates an Emergency Housing program which provides small loans and grants to income-qualified residents faced with severe emergencies which pose an imminent threat to their health and safety.

The Division also utilizes "program income" from prior CDBG loans as another source of housing repair funds for low income residents.

OUTCOMES/ACCOMPLISHMENTS

Due to rising costs and decreased revenues, the City established priorities for fiscal year 2013-14. These priorities received funding to varying degrees, based on costs and importance assigned to each by the City Council and executive management. The following list identifies those priorities and the respective outcomes, as established and reported by the City Manager, Planning Services Manager, and Housing Specialist.

	Stated 2014-15 Budget Goals	Accomplished	Outcome
1.	Continue to maintain clear lines of communication with City Manager and City Council regarding Housing Dept. activities.	Yes, ongoing	Staff continues to coordinate Planning Division activities with the City Manager who is a conduit to the City Council. Staff also attends CC meetings and provides department updates as needed.
2.	Respond to CC requests for information in a timely and thorough manner.	Yes, ongoing	Staff is proud of the working relationship it has with the Council and continues to respond to inquiries and research request on issues and topics of concern in a timely manner.
3.	Prepare annual Housing Department report detailing activities for CC review.	Partially	Staff is currently in the process of preparing the State-mandated Housing Element Annual Progress report and expects it to be presented to the City Council and completed in August 2015.

4.	Continue to strengthen existing relationships with other housing organizations including Habitat for Humanity and establish new relationships when possible. Share resources whenever possible.	Yes, ongoing	Staff's relationship with Habitat for Humanity continues, including cross-referrals for potential clients. Habitat for Humanity is also administering a First time Homebuyers program, the Lake County Time Bank is now in operation, but it's unclear what role that group can play in our housing activities.
5.	Add new info to webpage: more project photos (before/after photos) and possibly client testimonials.	Yes, ongoing	Staff maintains the Housing Division section of the City's website, including separate pages devoted to each of our current housing programs.
6.	Continue to promote availability of HOME funds on City website and through direct mail (utility bills).	Yes, ongoing	The website now includes program criteria and information regarding current income limits. An application for the Emergency Housing Program is also available on-line.
7.	Continue working with quality local contractors in conjunction with the housing rehab program. Encourage contractors to shop locally for supplies/materials when feasible.	Yes, ongoing	Staff and our housing clients were very pleased with the contractors that participate in the housing rehab program. We encourage contractors to shop locally when possible.
Additional achievements/accomplishments			
1.	Manage the current HOME housing grant for housing rehabilitation and First Time Homebuyer activities. Grant will continue until January 2016 or until the grant funds are expended.	Partially	Due to staff changes the Community Development Department is actively seeking the assistance of a Housing Program Consultant to assist in finding qualified grant applicants and processing said applications consistent with the City's HOME housing grant program.
2.	Consider submitting application in 2015 for new housing-related funding, if available.	No	No action taken. Focus has been upon the expending of the existing HOME grant funds.

GOALS

In fiscal year 2015-16, the City Council and the management team developed five City-wide goals, which the budget plan would focus on achieving. When preparing their appropriation requests, each department evaluated their role in achieving each of the five City-wide goals and established individual goals toward that effort. The following summarizes the goals of the City Manager, Planning Services Manager, and Housing Specialist in support of the overall five City-wide goals.

Near-term (1 year)	Goal
1.	Closeout current 2014/15 HOME grant
2.	Dedicate additional staff resources towards compliance reporting and management of records pertaining to issued Housing grants and loans by the City.
3.	Succession plan for Housing Division services
Intermediate-term (2-3 years out)	
1.	Pursue additional housing funds (CDBG and/or HOME grants)
2.	Obtain land use application for additional affordable senior housing project. (Possible second phase development related to recent approval of affordable senior housing at corner of Martin and Bevins Streets.)
Long-term (4+ years out)	
1.	Pursue affordable housing project oriented towards families.
2.	Continual updates and annual reporting related to City Housing Element.

BUDGET DETAIL

The operating budget presented here identifies expenditures and revenue sources by the department. Expenditures are detailed by character or function within the department to give the reader a fundamental understanding a where resources are planned to be used. Such functions are classified as follows:

- Salaries and benefits, which include salaries and wages of full- and part-time employees, healthcare premiums, City retirement contributions, overtime and standby costs, etc.
- Operations, including costs associated with day-to-day activities, professional services, insurance costs, and travel and training.
- Debt service, if the department is responsible for any regular payments on bonds, loans, leases, or other long-term obligations. Generally, all debt service is managed in non-departmental.
- Housing loans/grants, which typically are found only in the economic and housing divisions of the City Manager's Office and Community Development Department, respectively.
- Capital outlay, which typically identifies any expenditures related to semi-regular purchases, such as computer and technology, office equipment, building improvements, and other items that are capitalized and depreciated.

Among the information included in this proposed budget are prior year actuals, current fiscal year budget and year-end estimates, and a projection of cost estimates for the next two years, which have been compiled based on known information to date.

Fiscal Year 2015-16
Department Detail
Dept. Housing
No. 1053

	DEPARTMENT DETAIL								
	Prior FYs		Current		Proposed			Projections	
	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimated	2015-16 Requested	2015-16 Recommended	2015-16 Adopted	2016-17 Projected	2017-18 Projected
Funding Sources									
110 - GENERAL FUND	10,762	12,882	23,429	10,676	20,000	20,000	20,000	4,144	4,313
219 - LOW-MOD HOUSING	-	3,975	10,000	-	10,000	10,000	10,000	2,072	2,157
228 - HOUSING REVOLVING LOAN (RLA)	2,090	14,712	26,000	5,093	-	-	-	-	-
232 - EMERGENCY HOUSING ASSIST FUND	173	-	6,000	1,149	6,000	6,000	6,000	1,243	1,294
238 - CDBG HOUSING GRANT 2010	(126,457)	64,192	-	-	-	-	-	-	-
239 - HOME PROGRAM INCOME	-	-	-	473	-	-	-	-	-
240 - 2012 HOME GRANT	241	58,735	440,005	127,113	190,000	190,000	190,000	39,366	40,974
Total Revenue	(113,191)	154,496	505,434	144,504	226,000	226,000	226,000	46,825	48,738
Department Expenditures									
Salaries and benefits	7,378	10,426	20,353	7,600	20,000	20,000	20,000	21,200	22,472
Operations	17,317	95,654	98,221	9,791	25,000	25,000	25,000	25,625	26,266
Grants/Loans	(137,887)	48,417	386,860	127,113	181,000	181,000	181,000	-	-
Total Expenditures	(113,192)	154,497	505,434	144,504	226,000	226,000	226,000	46,825	48,738

ENGINEERING

The City of Lakeport Engineering Department provides pre-development engineering information to builders and developers (the City maintains an extensive GIS system to map our utilities and infrastructure); develops and maintains standards for public facility installation by developers; reviews and recommends action on proposed subdivisions of land; provides engineering review of developer plans and specifications for public and semi-public improvements including grading, drainage, and streets, as well as inspecting such improvements when installed; and provides engineering design of projects as directed by the City Manager and the City Council. The Department supervises the maintenance of engineering drawings and files for and within the City limits, which are located at City Hall.

The primary functions of the Engineering Department are to:

- Provide various engineering services, surveying services, and technical assistance to the various City departments
- Provide timely engineering review for proposed development projects
- Provide engineering review and inspection oversight for projects constructed on public property
- Provide floodplain administration, solid waste disposal administration and associated public information services
- Provide consultation regarding city engineering for the City Manager and the City Council

OUTCOMES/ACCOMPLISHMENTS

Due to rising costs and decreased revenues, the City established priorities for fiscal year 2013-14. These priorities received funding to varying degrees, based on costs and importance assigned to each by the City Council and executive management. The following list identifies those priorities and the respective outcomes, as established and reported by the City Engineer.

Stated 2014-15 Budget Goals	Accomplished	Outcome

1.	Develop staff and recruit for vacancies.	Yes, ongoing	The Engineering Department experienced a loss of its entire staff in FY 2014/15. The Community Development Director and City Manager are actively implementing a strategy for the realignment of engineering services. Some engineering functions have been transferred to the Department of Public works. The City has also obtained the services of a contract Engineer who assist in the review of development plans and implementation of citywide projects. The Community Development Department is also in the process of hiring a new CDD technician with the inclusion of job specific duties related to the performance of engineering technician services.
2.	Implement a project management and reporting system.	No	No progress. The Engineering Department experienced a loss of its entire staff in FY 2014/15. Some project management functions currently being performed by Public Works in lieu of a permanent City Engineer.
3.	Implement succession planning.	Yes, ongoing	Ongoing effort. Need to implement strategy for the long term provision of engineering services for the City. Some engineering functions have been transferred to the Department of Public works in lieu of a full time City Engineer. The City has also obtained the services of a contract Engineer who assist in the review of development plans and implementation of citywide projects. The Community Development Department is also in the process of hiring a new CDD technician with the inclusion of job specific duties related to the performance of engineering technician services.

4.	Work with APC to update Regional Transportation Plan.	Partially	Both the Community Development and Public Works Department have taken a more active role in Lake APC related activities and functions. This includes attendance of monthly TAC meetings and participation in other sub-committees and working groups related to long-range regional transportation efforts.
5.	Work with the public (outreach, notifications, alternative construction) on all capital projects which will have a moderate to significant impact; i.e. Downtown Main Street, Main Street Sewer.	Partially	The Public works Department and new contract Engineer are actively reviewing the status of all ongoing and planned capital projects and are in the process of implementing strategies related to the improvement of public outreach.
6.	Continued development of front line staff; customer service training, cross departmental training, etc.	No	The Engineering Department experienced a loss of its entire staff in FY 2014/15. The Community Development Department is currently in the process of hiring a new CDD technician with the inclusion of job specific duties related to the performance of engineering technician services
7.	Work with the City Clerk during the City Newsletter cycle to provide pertinent, timely information.	No	The Engineering Department experienced a loss of its entire staff in FY 2014/15. Moving forward Engineering staff plans to utilize the City Newsletter as a vehicle for the improvement of public outreach as it relates to informing the public about planned capital improvement projects.
8.	Complete design and begin construction of Downtown Main Street Project.	Yes, ongoing	City entered into contract for performance of Engineering Services and Construction Design for the Downtown Main Street Project. Design and ultimate construction scheduled for completion in FY 2015/16.

9.	On-going management of infrastructure projects; USDA, Downtown Main Street, Parallel Drive Chip Seal, etc.	Yes, ongoing	Parallel Drive Capital Improvement project complete. Design and ultimate construction of Downtown Main Street project scheduled for FY 2015/16. Some project management functions related to USDA and other miscellaneous projects currently being performed by Public Works in lieu of a permanent City Engineer.
10.	Implement fiber optic internet link for reliability at City Hall, PW brought onto data server.	Yes, completed	IT oversight transferred from Engineering to Finance Department.

GOALS

In fiscal year 2015-16, the City Council and the management team developed five City-wide goals, which the budget plan would focus on achieving. When preparing their appropriation requests, each department evaluated their role in achieving each of the five City-wide goals and established individual goals toward that effort. The following summarizes the goals of the City Engineer in support of the overall five City-wide goals.

Near-term (1 year)	Goal
1.	Develop and implement plan for the provision of City Engineering Services
2.	On-going management and public outreach for capital projects (i.e. Lakeshore Boulevard Emergency Repair project, Downtown Main Street, Westside Park waterline, Carnegie Library ADA upgrades, Bevins improvements, etc.)
3.	Pursue transportation funding for local projects through Lake APC.
Intermediate-term (2-3 years out)	
1.	Implementation of a comprehensive records management system.
2.	Construction of roundabout at Lakeport Boulevard and South Main Street
3.	Adoption of City-wide design standards guide.
Long-term (4+ years out)	
1.	Development of a long-range funding source for City Engineering Services

BUDGET DETAIL

The operating budget presented here identifies expenditures and revenue sources by the department. Expenditures are detailed by character or function within the department to give the reader a fundamental understanding a where resources are planned to be used. Such functions are classified as follows:

- Salaries and benefits, which include salaries and wages of full- and part-time employees, healthcare premiums, City retirement contributions, overtime and standby costs, etc.
- Operations, including costs associated with day-to-day activities, professional services, insurance costs, and travel and training.
- Debt service, if the department is responsible for any regular payments on bonds, loans, leases, or other long-term obligations. Generally, all debt service is managed in non-departmental.
- Housing loans/grants, which typically are found only in the economic and housing divisions of the City Manager's Office and Community Development Department, respectively.
- Capital outlay, which typically identifies any expenditures related to semi-regular purchases, such as computer and technology, office equipment, building improvements, and other items that are capitalized and depreciated.

Among the information included in this proposed budget are prior year actuals, current fiscal year budget and year-end estimates, and a projection of cost estimates for the next two years, which have been compiled based on known information to date.

Fiscal Year 2015-16
Department Detail
Dept. Engineering
No. 1052

	DEPARTMENT DETAIL								
	Prior FYs		Current		Proposed			Projections	
	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimated	2015-16 Requested	2015-16 Recommended	2015-16 Adopted	2016-17 Projected	2017-18 Projected
Funding Sources									
110 - GENERAL FUND	157,970	123,916	387,368	343,427	153,300	72,557	72,557	73,470	75,307
130 - GENERAL CAPITAL IMPROVEMENT	-	7,641	1,500,000	100,000	-	-	-	-	-
203 - 2105 GAS TAX FUND	-	-	109,735	109,735	-	-	-	-	-
410 - LAKESHORE STORM DAMAGE RPR	-	-	61,000	-	-	-	-	-	-
415 - LAKESHORE BLVD HSIPL (SAFETY)	(266)	-	147,000	792	-	-	-	-	-
501 - WATER UTILITY M & O FUND	38,217	64,948	43,907	38,654	39,021	27,964	27,964	28,316	29,024
504 - USDA WATER PROJECT FUND	-	254,850	899,988	1,500,960	-	-	-	-	-
601 - CLMSD UTILITY M & O FUND	54,418	68,989	41,739	39,081	38,921	27,864	27,864	28,215	28,920
604 - USDA SEWER PROJECT FUND	-	45,067	-	-	-	-	-	-	-
705 - RDA OBLIGATION RETIREMENT FUND	26,614	26,903	-	-	-	-	-	-	-
Total Revenue	276,953	592,314	3,190,737	2,132,649	231,242	128,385	128,385	130,001	133,251
Department Expenditures									
Salaries and benefits	213,928	220,651	77,839	59,248	126,857	-	-	-	-
Operations	39,980	170,978	143,070	133,633	43,830	126,830	126,830	130,001	133,251
Capital outlay	23,045	200,685	2,969,828	1,939,768	60,555	1,555	1,555	-	-
Total Expenditures	276,953	592,314	3,190,737	2,132,649	231,242	128,385	128,385	130,001	133,251

POLICE

At the Lakeport Police Department, we are dedicated to working as a partner with our community and City government to provide a safe environment to live, work, visit, run a business or raise a family. Our City enjoys a very low crime rate and provides an exceptional quality of life. We are very proud to be a part of the team effort that has contributed to that success.

The Department is committed to providing high quality law enforcement services, consistent with professional standards and best police practices, and to protecting and respecting the rights of all citizens. The Department provides 24-hour police services to the Lakeport community. Services include uniformed patrol and traffic enforcement, parking enforcement, criminal investigations, school resource officer services, animal control, property & evidence control, records & support services and community relations & crime prevention.

The Lakeport Police Department focuses efforts on producing the following desired outcomes:

- Order and civility in public places
- Reduction of crime and victimization
- Offenders held accountable
- Efficient and effective use of resources (operational and financial)
- Quality service and customer satisfaction

In an ongoing effort to reduce crime and increase public safety, the department uses community policing methods and programs which include Police Volunteers, Neighborhood Watch, DARE program and community outreach through social media, presentations and personal contacts.

OUTCOMES/ACCOMPLISHMENTS

Due to rising costs and decreased revenues, the City established priorities for fiscal year 2013-14. These priorities received funding to varying degrees, based on costs and importance assigned to each by the City Council and executive management. The following list identifies those priorities and the respective outcomes, as established and reported by the Chief of Police.

	Stated 2014-15 Budget Goals	Accomplished	Outcome
1.	Retain current authorized staffing and positions & maintain training	Yes, ongoing	Hired 11th Police Officer. Benefit to the city is more police officers on the streets for crime prevention.
2.	Continue crime reduction tactics and community policing operations	Yes, ongoing	All City staff participated in a customer service and team building workshop at Mendocino College Lake Campus, all staff will be encouraged to participate in the county-wide Certified Tourism Ambassador program.
3.	Continue Technology upgrades- Computers, body & surveillance cameras	Yes, completed	Purchased body cameras for the officers to better serve the community. Replaced MAV units.

4.	Seek cost recovery and grants	Yes, ongoing	Received funding from BSCC for special projects and patrol operations. Received funding from Indian Gaming Grant which paid lease payment on patrol vehicles. Received body armor funding
5.	Restore Special Positions: SRO & Detective	Yes, ongoing	Promoted a detective to better serve the community with follow up on crimes. Ad of Evidence Tech. Applied for SRO
6.	Increase Neighborhood Watch and Community Programs such as town hall meetings	Partially	Increased neighborhood watch programs. Did not reactivate town hall meetings as anticipated.
7.	Replace unmarked vehicles	Partially	Using asset forfeiture to purchase one unmarked vehicle
8.	Upgrade Police Facility security	Yes, ongoing	Purchased new police facility which will provide citizens with up to date, modern, police facility.
9.	Continue to seek funding sources such as fees, grants and cost recovery.	Partially	Submitted COPS grant for the SRO position. Pending approval. Worked with records supervisor and warrants clerk on re-establishing parking citation revenue.
10.	Succession Planning	Yes, ongoing	Lieutenant completed formal POST and in-house management training

GOALS

In fiscal year 2015-16, the City Council and the management team developed five City-wide goals, which the budget plan would focus on achieving. When preparing their appropriation requests, each department evaluated their role in achieving each of the five City-wide goals and established individual goals toward that effort. The following summarizes the goals of the Chief of Police in support of the overall five City-wide goals.

Near-term (1 year)	Goal
1.	Retain current authorized staffing (11) sworn positions including detective and evidence room tech. Continue follow up on SRO grant/school funding for 12th position.
2.	Continue crime reduction tactics through community policing, increase patrol and enforcement sweeps and maintain appropriate equipment for operations
3.	Establish cost recovery programs for DUI enforcement, parking enforcement and administration citation enforcement. Recover costs for associated fees with other avenues of funding, legally obtainable.
Intermediate-term (2-3 years out)	
1.	Continued effort to increase staffing levels, through grant opportunities or any special funding sources.
2.	Increase Neighborhood Watch and Community Programs. Restore town hall meetings and implement other police/community partnership programs
3.	Replace aging patrol vehicle fleet as well as unmarked vehicle fleet*
Long-term (4+ years out)	
1.	Continued training toward succession planning for all staff.
2.	Continue to seek funding sources such as fees, grants and cost recovery.
3.	Maintain a quality, attainable, capital improvement budget for the police dept

BUDGET DETAIL

The operating budget presented here identifies expenditures and revenue sources by the department. Expenditures are detailed by character or function within the department to give the reader a fundamental understanding a where resources are planned to be used. Such functions are classified as follows:

- Salaries and benefits, which include salaries and wages of full- and part-time employees, healthcare premiums, City retirement contributions, overtime and standby costs, etc.
- Operations, including costs associated with day-to-day activities, professional services, insurance costs, and travel and training.
- Debt service, if the department is responsible for any regular payments on bonds, loans, leases, or other long-term obligations. Generally, all debt service is managed in non-departmental.
- Housing loans/grants, which typically are found only in the economic and housing divisions of the City Manager's Office and Community Development Department, respectively.
- Capital outlay, which typically identifies any expenditures related to semi-regular purchases, such as computer and technology, office equipment, building improvements, and other items that are capitalized and depreciated.

Among the information included in this proposed budget are prior year actuals, current fiscal year budget and year-end estimates, and a projection of cost estimates for the next two years, which have been compiled based on known information to date.

Fiscal Year 2015-16
Department Detail
Dept. Police
No. 2010

	DEPARTMENT DETAIL								
	Prior FYs		Current		Proposed			Projections	
	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimated	2015-16 Requested	2015-16 Recommended	2015-16 Adopted	2016-17 Projected	2017-18 Projected
Funding Sources									
110 - GENERAL FUND	1,601,475	1,714,661	1,791,249	1,655,571	1,829,428	1,834,428	1,834,428	1,894,650	1,995,620
207 - PROP 172 PUBLIC SAFETY TAX	28,805	8,036	20,000	20,000	20,000	20,000	20,000	20,657	21,757
211 - BSCC LAW ENFORCEMENT GRANT	-	15,000	-	-	15,000	15,000	15,000	15,492	16,318
Total Revenue	1,630,280	1,737,697	1,811,249	1,675,571	1,864,428	1,869,428	1,869,428	1,930,799	2,033,696
Department Expenditures									
Salaries and benefits	1,228,836	1,295,059	1,441,665	1,335,454	1,487,428	1,472,428	1,472,428	1,560,774	1,654,420
Operations	329,936	328,132	332,961	310,294	361,000	361,000	361,000	370,025	379,276
Grants/Loans	-	-	-	-	-	-	-	-	-
Debt service	71,509	71,519	-	-	-	-	-	-	-
Capital outlay	-	42,988	36,623	29,823	16,000	36,000	36,000	-	-
Total Expenditures	1,630,281	1,737,698	1,811,249	1,675,571	1,864,428	1,869,428	1,869,428	1,930,799	2,033,696

PUBLIC WORKS

To enhance services to the community while reducing costs, the City of Lakeport Public Works Department has been merged with the Utilities Department to incorporate the enterprise activities of water and sewer services. The restructured Public Works Department now consists of seven distinct divisions, each with its own unique function and purpose. They are as follows:

1. Administration and Compliance
2. Roads and Infrastructure
3. Parks, Buildings and Grounds,
4. Westshore Pool
5. Water Operations and Maintenance
6. Sewer Operations and Maintenance
7. CLMSD Special Projects

ADMINISTRATION AND COMPLIANCE

To simplify and streamline the budgeting, accounting, and reporting processes related to the size and complexities of the Public Works Department, management created a new division in which to house the administrative and compliance costs that directly or indirectly apply to each operating division. The goals and accomplishments of this new division are directly related to those found in Roads & Infrastructure, Parks, Westshore Pool, Water O&M, and Sewer O&M and are not separately stated here. What is presented are the personnel costs to oversee those functions.

BUDGET DETAIL

The operating budget presented here identifies expenditures and revenue sources by the department. Expenditures are detailed by character or function within the department to give the reader a fundamental understanding a where resources are planned to be used. Such functions are classified as follows:

- Salaries and benefits, which include salaries and wages of full- and part-time employees, healthcare premiums, City retirement contributions, overtime and standby costs, etc.
- Operations, including costs associated with day-to-day activities, professional services, insurance costs, and travel and training.
- Debt service, if the department is responsible for any regular payments on bonds, loans, leases, or other long-term obligations. Generally, all debt service is managed in non-departmental.
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- Capital outlay, which typically identifies any expenditures related to semi-regular purchases, such as computer and technology, office equipment, building improvements, and other items that are capitalized and depreciated.

Among the information included in this proposed budget are prior year actuals, current fiscal year budget and year-end estimates, and a projection of cost estimates for the next two years, which have been compiled based on known information to date.

Fiscal Year 2015-16
Department Detail
Dept. Administration and Compliance
No. 3010

DEPARTMENT DETAIL

	Prior FYs		Current		Proposed			Projections	
	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimated	2015-16 Requested	2015-16 Recommended	2015-16 Adopted	2016-17 Projected	2017-18 Projected
Funding Sources									
110 - GENERAL FUND	-	-	-	-	115,081	115,081	115,081	121,986	129,305
501 - WATER UTILITY M & O FUND	-	-	-	-	213,869	213,869	213,869	226,701	240,303
601 - CLMSD UTILITY M & O FUND	-	-	-	-	217,683	217,683	217,683	230,744	244,588
Total Revenue	-	-	-	-	546,633	546,633	546,633	579,430	614,196
Department Expenditures									
Salaries and benefits	-	-	-	-	546,632	546,632	546,632	579,430	614,196
Total Expenditures	-	-	-	-	546,632	546,632	546,632	579,430	614,196

ROADS AND INFRASTRUCTURE

The Roads and Infrastructure Division of Public Works provides for the maintenance and minor construction of all City streets, curbs and gutters, drainage systems and structures, and right-of-way improvements. This includes asphalt overlays and repairs, street signs, pavement markings, culvert maintenance and replacement, and other street related projects. This division also manages construction activities and maintenance of the City's storm sewer collection system. Additionally, it provides other public service functions, including traffic control devices for parades and other special events, installing decorative or informational signage along City streets, and assisting other City departments with manpower for use in heavy lifting.

OUTCOMES/ACCOMPLISHMENTS

Due to rising costs and decreased revenues, the City established priorities for fiscal year 2013-14. These priorities received funding to varying degrees, based on costs and importance assigned to each by the City Council and executive management. The following list identifies those priorities and the respective outcomes, as established and reported by the Public Works Director.

	Stated 2014-15 Budget Goals	Accomplished	Outcome
1.	Continue to maintain clear lines of communication with City Council.	Yes, ongoing	Provide tours of public works facilities and operations for new City Council members.
2.	Encourage and promote staff to advance or obtain certifications, licenses, and continuing education.	Yes, ongoing	Sent staff to training and expositions. Staff have obtained commercial driver licenses
3.	Develop staff for higher functions and possible succession; recruit for vacancies.	Yes, ongoing	Encouraging and developing staff to take actions needed to prep for possible succession into higher roles. Vacancies are filled.
4.	Invest resources in information management systems to provide highest quality of information to Council.	Yes, ongoing	Implementing Cartegraph software that will track asset usage and capital management in real time.
5.	Maintain Departmental presence at Council meetings to provide information and answer questions.	Yes, ongoing	Department provided staff to all Council meeting.
6.	Continue to work closely with all City Departments in sharing resources and information.	Yes, ongoing	Provided resources to other departments to assist in project completion and share information.
7.	Continue weekly staff meetings and encouraging staff to provide feedback.	Partially	The Public Works Department tries to meet weekly but due to staffing restrictions at the end of FY 14/15 these meetings were less frequent.
8.	Seek additional avenues for public interaction using social media.	Yes, ongoing	Public Works uses Facebook and Twitter
9.	Become more involved with TAC and APC.	Partially	Management staff will be at meetings.

10.	Continue resource sharing with the County and City of Clear Lake.	Yes, ongoing	The Public Works Department has shared resources with the County. Information sharing has taken place with the City of Clearlake.
11.	Continue to provide timely information to local media.	Yes, ongoing	Promptly provided information to local media to beat press deadlines.
12.	Continue to promptly return information to citizen inquires.	Yes, ongoing	Citizen inquires are typically answered the same day.
13.	Maintain existing relationships and lines of communication with other public agency staff.	Yes, ongoing	Staff continues to keep good working relationships with County, City of Clearlake, and Regulatory agencies.
14.	Establish social media presence.	Yes, ongoing	The Department provides information to Planning for Twitter and City Facebook page.
15.	Provide assistance to local events.	Yes, ongoing	The Department assists local events through providing information to event holders, pre & post area cleaning support, road closures and staffing as needed.
16.	Participate in local awareness programs.	Yes, ongoing	Support the PD and community
17.	Continue meeting with citizen's one on one to address their concern or requests.	Yes, ongoing	We are still a small town and take the time to listen to our citizens.
18.	Attend local group and club meetings.	Yes, ongoing	Staff attends local group and club meetings whenever invited.
19.	Provide informational handouts for public at city hall and on website.	Yes, ongoing	Provided handouts on street sweeping schedule and updates on road projects and closures.
20.	Contribute to City's newsletter with important PW news and activities.	Yes, ongoing	Provided newsletter information on road projects.
21.	Continue to use press releases to announce important PW activities.	Yes, ongoing	Press releases are issued for all road closures.
22.	Promote positive accomplishments through media outlets.	Yes, ongoing	News media and City Facebook were used to to promote accomplishments
23.	Plan and prepare areas for future expansion.	Yes, ongoing	Construction projects look to address futre needs while construction is takeing place
24.	Develop and implement a program to assist property owners to install curb, gutter and sidewalk.	Yes, ongoing	Worked with property owners to install or replace curb, gutter and sidewalks in road work areas
25.	Continue to assist the Main Street Association.	Yes, ongoing	Supported the Main Street Association with their programs and activities.
26.	Continue efforts to provide a visually pleasing streetscape.	Yes, ongoing	Changed out seasonal streetscape banners, flower baskets and trimming of trees in walkways

27.	Participate and support City's branding project.	Yes, ongoing	Attended and provided input at branding meetings.
28.	Provide infrastructure to property owners and businesses in a timely manner, at the lowest possible cost.	Yes, ongoing	Provided road and sidewalk work through internal work force.
29.	Use local businesses whenever possible.	Yes, ongoing	Policy to always include local businesses when possible.
30.	Continue pursuit of grants and alternative revenue sources to fund capital needs.	Yes, ongoing	Communicated/networked with others in industry on possible funding opportunities.
31.	Continue development of Capital Improvement Program.	Yes, ongoing	Implementing asset and work management software Cartegraph
32.	Support the contracting services of Bevins Street repair	Partially	Work is expected to be completed in next fiscal year
33.	Repairing failing areas in Lakeport Blvd.	Yes, completed	Road and intersection at Main Street were completed

GOALS

In fiscal year 2015-16, the City Council and the management team developed five City-wide goals, which the budget plan would focus on achieving. When preparing their appropriation requests, each department evaluated their role in achieving each of the five City-wide goals and established individual goals toward that effort. The following summarizes the goals of the Public Works Director in support of the overall five City-wide goals.

Near-term (1 year)	**Goals**
1.	Bevins Street: Have project designed and out to bid, and complete paving within FY 15/16.
2.	Main Street: Support contract activities on Main Street (Sewer main, storm drain, Redevelopment project).
Intermediate-term (2-3 years out)	
1.	Repave South Main Street: Repave South Main Street from Lakeport Blvd to City Limits.
2.	Repave Giselman: Repave Giselman after replacement of water main.
Long-term (4+ years out)	
1.	Execute highest priority items identified in 5-year CIP as funding is available.

BUDGET DETAIL

The operating budget presented here identifies expenditures and revenue sources by the department. Expenditures are detailed by character or function within the department to give the reader a fundamental understanding a where resources are planned to be used. Such functions are classified as follows:

- Salaries and benefits, which include salaries and wages of full- and part-time employees, healthcare premiums, City retirement contributions, overtime and standby costs, etc.

- Operations, including costs associated with day-to-day activities, professional services, insurance costs, and travel and training.
- Debt service, if the department is responsible for any regular payments on bonds, loans, leases, or other long-term obligations. Generally, all debt service is managed in non-departmental.
- Housing loans/grants, which typically are found only in the economic and housing divisions of the City Manager's Office and Community Development Department, respectively.
- Capital outlay, which typically identifies any expenditures related to semi-regular purchases, such as computer and technology, office equipment, building improvements, and other items that are capitalized and depreciated.

Among the information included in this proposed budget are prior year actuals, current fiscal year budget and year-end estimates, and a projection of cost estimates for the next two years, which have been compiled based on known information to date.

Fiscal Year 2015-16
Department Detail
Dept. Roads & Infrastructure
No. 3020

	DEPARTMENT DETAIL								
	Prior FYs		Current		Proposed			Projections	
	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimated	2015-16 Requested	2015-16 Recommended	2015-16 Adopted	2016-17 Projected	2017-18 Projected
Funding Sources									
110 - GENERAL FUND	535,233	640,362	777,979	654,549	1,145,640	760,643	760,643	223,566	233,387
203 - 2105 GAS TAX FUND	132,833	137,495	384,500	39,500	350,000	370,000	370,000	108,750	113,526
403 - SOUTH MAIN ST IMPRVMNT FUND	-	-	-	-	61,000	61,000	61,000	17,929	18,717
410 - LAKESHORE STORM DAMAGE RPR	-	-	-	-	775,000	775,000	775,000	227,786	237,792
414 - STORM DRAINAGE FUND	13,845	-	196,500	15,000	150,000	150,000	150,000	44,088	46,024
501 - WATER UTILITY M & O FUND	95,834	93,920	112,222	95,619	67,442	67,442	67,442	19,822	20,693
601 - CLMSD UTILITY M & O FUND	95,723	119,143	141,787	108,626	67,542	67,542	67,542	19,852	20,724
Total Revenue	873,468	990,920	1,612,988	913,294	2,616,624	2,251,627	2,251,627	661,793	690,863
Department Expenditures									
Salaries and benefits	357,908	404,411	499,118	402,571	337,598	337,598	337,598	357,854	379,325
Operations	294,958	255,740	356,599	291,910	296,526	296,526	296,526	303,939	311,538
Capital outlay	220,602	330,768	757,271	218,812	1,982,500	1,617,503	1,617,503	-	-
Total Expenditures	873,468	990,919	1,612,988	913,293	2,616,624	2,251,627	2,251,627	661,793	690,863

PARKS, BUILDINGS AND GROUNDS

The Parks, Buildings, and Grounds Division provides for the operation and maintenance of Library and Westside Community Parks, special use areas, City Hall, and the Police Station. This Division provides administration and supervision of contract providers and park and building maintenance staff for landscaping, grounds, and building maintenance, including electrical and plumbing repairs, vandalism repairs, painting, custodial services, and litter abatement.

OUTCOMES/ACCOMPLISHMENTS

Due to rising costs and decreased revenues, the City established priorities for fiscal year 2013-14. These priorities received funding to varying degrees, based on costs and importance assigned to each by the City Council and executive management. The following list identifies those priorities and the respective outcomes, as established and reported by the Public Works Director.

	Stated 2014-15 Budget Goals	Accomplished	Outcome
1.	Continue to maintain clear lines of communication with City Council.	Yes, ongoing	Provide tours of public works facilities and operations for new City Council members.
2.	Encourage and promote staff to advance or obtain certifications, licenses, and continuing education.	Yes, ongoing	Sent staff to training and expositions. Staff have obtained commercial driver licenses
3.	Develop staff for higher functions and possible succession; recruit for vacancies.	Yes, ongoing	Encouraging and developing staff to take actions needed to prep for possible succession into higher roles. Vacancies are filled.
4.	Invest resources in information management systems to provide highest quality of information to Council.	Yes, ongoing	Implementing Cartegraph software that will track asset usage and capital management in real time.
5.	Maintain Departmental presence at Council meetings to provide information and answer questions.	Yes, ongoing	Department provided staff to all Council meeting.
6.	Continue to work closely with all City Departments in sharing resources and information.	Yes, ongoing	Provided resources to other departments to assist in project completion and share information.
7.	Continue weekly staff meetings and encouraging staff to provide feedback.	Partially	The Public Works Department tries to meet weekly but due to staffing restrictions at the end of FY 14/15 these meetings were less frequent.
8.	Seek additional avenues for public interaction using social media.	Yes, ongoing	Public Works uses Facebook and Twitter
9.	Become more involved with TAC and APC.	Partially	Management staff will be at meetings.
10.	Continue resource sharing with the County and City of Clear Lake.	Yes, ongoing	The Public Works Department has shared resources with the County. Information sharing has taken place with the City of Clearlake.

11.	Continue to provide timely information to local media.	Yes, ongoing	Promptly provided information to local media to beat press deadlines.
12.	Continue to promptly return information to citizen inquires.	Yes, ongoing	Citizen inquires are typically answered the same day.
13.	Maintain existing relationships and lines of communication with other public agency staff.	Yes, ongoing	Staff continues to keep good working relationships with County, City of Clearlake, and Regulatory agencies.
14.	Establish social media presence.	Yes, ongoing	The Department provides information to Planning for Twitter and City Facebook page.
15.	Provide assistance to local events.	Yes, ongoing	The Department assists local events through providing information to event holders, pre & post area cleaning support, road closures and staffing as needed.
16.	Participate in local awareness programs.	Yes, ongoing	Support the PD and community
17.	Continue meeting with citizen's one on one to address their concern or requests.	Yes, ongoing	We are still a small town and take the time to listen to our citizens.
18.	Attend local group and club meetings.	Yes, ongoing	Staff attends local group and club meetings whenever invited.
19.	Provide informational handouts for public at city hall and on website.	Yes, ongoing	Provided handouts on street sweeping schedule and updates on road projects and closures.
20.	Contribute to City's newsletter with important PW news and activities.	Yes, ongoing	Provided newsletter information on road projects.
21.	Continue to use press releases to announce important PW activities.	Yes, ongoing	Press releases are issued for all road closures.
22.	Promote positive accomplishments through media outlets.	Yes, ongoing	News media and City Facebook were used to to promote accomplishments
23.	Plan and prepare areas for future expansion.	Yes, ongoing	Construction projects look to address futre needs while construction is takeing place
24.	Develop and implement a program to assist property owners to install curb, gutter and sidewalk.	Yes, ongoing	Worked with property owners to install or replace curb, gutter and sidewalks in road work areas
25.	Continue to assist the Main Street Association.	Yes, ongoing	Supported the Main Street Association with their programs and activities.
26.	Continue efforts to provide a visually pleasing streetscape.	Yes, ongoing	Changed out seasonal streetscape banners, flower baskets and trimming of trees in walkways
27.	Participate and support City's branding project.	Yes, ongoing	Attended and provided input at branding meetings.

28.	Provide infrastructure to property owners and businesses in a timely manner, at the lowest possible cost.	Yes, ongoing	Provided road and sidewalk work through internal work force.
29.	Use local businesses whenever possible.	Yes, ongoing	Policy to always include local businesses when possible.
30.	Continue pursuit of grants and alternative revenue sources to fund capital needs.	Yes, ongoing	Communicated/networked with others in industry on possible funding opportunities.
31.	Continue development of Capital Improvement Program.	Yes, ongoing	Implementing asset and work management software Cartegraph
32.	Support the contracting services of Bevins Street repair	Partially	Work is expected to be completed in next fiscal year
33.	Repairing failing areas in Lakeport Blvd.	Yes, completed	Road and intersection at Main Street were completed

GOALS

In fiscal year 2015-16, the City Council and the management team developed five City-wide goals, which the budget plan would focus on achieving. When preparing their appropriation requests, each department evaluated their role in achieving each of the five City-wide goals and established individual goals toward that effort. The following summarizes the goals of the Public Works Director in support of the overall five City-wide goals.

Near-term (1 year)	Goals
	1. Establish a walking trails system: begin work on a walking trail at Library Park and Westside Park.
	2. Westside Park Phase II: Work with Park Committees, Commission, and City Council regarding use of Phase II (BMX vs. Sand ball).
Intermediate-term (2-3 years out)	
	1. Replace Playground Equipment at Library Park.
Long-term (4+ years out)	
	1. Westside Park Phase III: begin development of Phase III.

BUDGET DETAIL

The operating budget presented here identifies expenditures and revenue sources by the department. Expenditures are detailed by character or function within the department to give the reader a fundamental understanding a where resources are planned to be used. Such functions are classified as follows:

- Salaries and benefits, which include salaries and wages of full- and part-time employees, healthcare premiums, City retirement contributions, overtime and standby costs, etc.
- Operations, including costs associated with day-to-day activities, professional services, insurance costs, and travel and training.
- Debt service, if the department is responsible for any regular payments on bonds, loans, leases, or other long-term obligations. Generally, all debt service is managed in non-departmental.
- Housing loans/grants, which typically are found only in the economic and housing divisions of the City Manager's Office and Community Development Department, respectively.
- Capital outlay, which typically identifies any expenditures related to semi-regular purchases, such as computer and technology, office equipment, building improvements, and other items that are capitalized and depreciated.

Among the information included in this proposed budget are prior year actuals, current fiscal year budget and year-end estimates, and a projection of cost estimates for the next two years, which have been compiled based on known information to date.

Fiscal Year 2015-16
Department Detail
Dept. Parks, Buildings & Grounds
No. 3030

	DEPARTMENT DETAIL								
	Prior FYs		Current		Proposed			Projections	
	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimated	2015-16 Requested	2015-16 Recommended	2015-16 Adopted	2016-17 Projected	2017-18 Projected
Funding Sources									
110 - GENERAL FUND	295,752	244,801	575,843	475,043	393,171	299,173	299,173	120,922	125,895
210 - ECON RLF RE-USE FUND	-	-	-	-	300,000	300,000	300,000	121,256	126,243
501 - WATER UTILITY M & O FUND	-	-	-	-	2,700	7,200	7,200	2,910	3,030
601 - CLMSD UTILITY M & O FUND	-	-	-	-	2,700	7,200	7,200	2,910	3,030
Total Revenue	295,752	244,801	575,843	475,043	698,571	613,573	613,573	247,999	258,197
Department Expenditures									
Salaries and benefits	147,376	100,525	101,416	63,750	107,772	107,772	107,772	114,238	121,093
Operations	120,999	123,074	163,127	156,793	125,498	130,498	130,498	133,760	137,104
Capital outlay	27,376	21,202	311,300	254,500	465,301	375,303	375,303	-	-
Total Expenditures	295,751	244,801	575,843	475,043	698,571	613,573	613,573	247,999	258,197

WESTSHORE POOL

The Westshore Pool is part of the City's Parks and Recreation Program. The operation and maintenance of the pool is a shared responsibility between the City, Lakeport Unified School District, and local community groups.

OUTCOMES/ACCOMPLISHMENTS

Due to rising costs and decreased revenues, the City established priorities for fiscal year 2013-14. These priorities received funding to varying degrees, based on costs and importance assigned to each by the City Council and executive management. The following list identifies those priorities and the respective outcomes, as established and reported by the Public Works Director.

	Stated 2014-15 Budget Goals	Accomplished	Outcome
1.	Work closely with City Council and provide up to date information for informative decision making.	Yes, ongoing	Provide updates during management meetings that are provided to Council for review/information.
2.	Work to garner more financial and operational support from the community, County, school district to maintain current services.	Yes, ongoing	Working with the school, county, and Channel Cats in support of operational and financial needs. School bond passed in 2014 which will help fix/replace facility issues.
3.	Continue providing to the public pool information and schedules in quarterly newsletter and on City website	Yes, ongoing	Information and schedules are provided for newsletters and on the City website
4.	Begin to capture the capital needs of the pool in Cartegraph.	Yes, ongoing	Working with the school to ID capital needs.
5.	Meet with pool stakeholders to address impending capital cost	Yes, ongoing	Met with the school, county and channel cats to discuss impending capital costs.

GOALS

In fiscal year 2015-16, the City Council and the management team developed five City-wide goals, which the budget plan would focus on achieving. When preparing their appropriation requests, each department evaluated their role in achieving each of the five City-wide goals and established individual goals toward that effort. The following summarizes the goals of the Public Works Director in support of the overall five City-wide goals.

Near-term (1 year)	Goal
1.	Replace chemical controller
Intermediate-term (2-3 years out)	
1.	Update pool facilities
2.	Continue positive working relationship with the school district to provide this benefit to the community.
Long-term (4+ years out)	
1.	Maintain pool availability to the community.

BUDGET DETAIL

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- Salaries and benefits, which include salaries and wages of full- and part-time employees, healthcare premiums, City retirement contributions, overtime and standby costs, etc.
- Operations, including costs associated with day-to-day activities, professional services, insurance costs, and travel and training.
- Debt service, if the department is responsible for any regular payments on bonds, loans, leases, or other long-term obligations. Generally, all debt service is managed in non-departmental.
- Housing loans/grants, which typically are found only in the economic and housing divisions of the City Manager's Office and Community Development Department, respectively.
- Capital outlay, which typically identifies any expenditures related to semi-regular purchases, such as computer and technology, office equipment, building improvements, and other items that are capitalized and depreciated.

Among the information included in this proposed budget are prior year actuals, current fiscal year budget and year-end estimates, and a projection of cost estimates for the next two years, which have been compiled based on known information to date.

Fiscal Year 2015-16
Department Detail
Dept. Pool
No. 3050

	DEPARTMENT DETAIL								
	Prior FYs		Current		Proposed			Projections	
	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimated	2015-16 Requested	2015-16 Recommended	2015-16 Adopted	2016-17 Projected	2017-18 Projected
Funding Sources									
110 - GENERAL FUND	99,910	61,341	88,505	65,568	117,191	117,191	117,191	113,784	118,876
Total Revenue	99,910	61,341	88,505	65,568	117,191	117,191	117,191	113,784	118,876
Department Expenditures									
Salaries and benefits	45,472	24,079	46,497	31,297	60,570	60,570	60,570	64,204	68,056
Operations	53,818	26,584	42,008	34,271	48,371	48,371	48,371	49,580	50,820
Capital outlay	620	10,677	-	-	8,250	8,250	8,250	-	-
Total Expenditures	99,910	61,340	88,505	65,568	117,191	117,191	117,191	113,784	118,876

WATER OPERATIONS AND MAINTENANCE

The Water Operations and Maintenance (O&M) Division is responsible for the treatment and delivery of safe, reliable drinking water to the citizens of Lakeport. It provides 24-hour service and support to the public by responding to customer concerns, emergency water breaks/repairs, and ensuring the City has high quality drinking water in adequate supply for firefighting, domestic, and commercial use. The division operates and maintains four ground water wells, a surface water treatment facility, and a distribution system to private meters. The division also works with developers and customers on water service issues during project design to ensure water delivery is never in short supply.

The division continuously monitors the quality of the water that it provides to its residents and proudly maintains the distinction of providing the safest, clearest, and best tasting drinking water in Lake County.

Construction is an important activity of the Water O&M Division. The construction crew installs and maintains new and existing water and sewer systems to private property and within dedicated easements throughout the City. The crew works on emergency water breaks and sewer stoppages when they happen, and schedules the repair or replacement of water distribution and collection system (I&I) deficiencies.

OUTCOMES/ACCOMPLISHMENTS

Due to rising costs and decreased revenues, the City established priorities for fiscal year 2013-14. These priorities received funding to varying degrees, based on costs and importance assigned to each by the City Council and executive management. The following list identifies those priorities and the respective outcomes, as established and reported by the Public Works Director.

	Stated 2014-15 Budget Goals	Accomplished	Outcome
1.	Continue to maintain clear lines of communication with City Council.	Yes, ongoing	Provided tours of public works facilities and operations for new City Council members.
2.	Encourage and promote staff to advance or obtain certifications, licenses, and continuing education.	Yes, ongoing	Staff have increased their level of certification and have obtained commercial drivers lic. and have received continuing education needed to maintain State Certification.
3.	Develop staff for higher functions and possible succession.	Yes, ongoing	Encouraging and developing staff to take actions needed to prep for possible succession into higher roles
4.	Invest resources in information management systems to provide highest quality of information to Council.	Yes, ongoing	Implementing Cartegraph software that will track asset management in real time.
5.	Maintain Departmental presence at Council meetings to provide information and answer questions.	Yes, ongoing	Department provided staff to all Council meeting in fiscal year 14/15.
6.	Continue to work closely with all City Departments in sharing resources and information.	Yes, ongoing	Provided resources to other departments to assist in project completion and share information.

7.	Continue weekly staff meetings and encouraging staff to provide feedback.	Yes, ongoing	The Public Works Department tries to meet weekly but due to staffing restrictions at the end of FY 14/15 these meetings were less frequent.
8.	Update Public Works website to be informative and interactive.	Yes, ongoing	Updated the Public Works Website to encompass all divisions with the Department. More work is needed to capture all that Public Works does. Public Works now uses Facebook and Twitter.
9.	Maintain existing relationships and lines of communication with other public agency staff.	Yes, ongoing	Staff continues to keep good working relationships with County, City of Clearlake and Regulatory agencies.
10.	Continue to promptly return information to citizen inquires.	Yes, ongoing	Citizen inquires are typically answered the same day.
11.	Continue resource sharing with the County and City of Clear Lake.	Yes, ongoing	The Public Works Department has shared resources with the County. Information sharing has taken place with the City of Clearlake.
12.	Continue to provide timely information to local media.	Yes, ongoing	Promptly provided information to local media to beat press deadline.
13.	Promote positive accomplishments through media outlets.	Yes, ongoing	Provided information on USDA projects in City newsletter
14.	Participate in local awareness programs.	Yes, ongoing	Spoke with high school students and local college faculty on Public Works activities.
15.	Continue meeting with citizen's one on one to address their concern or requests.	Yes, ongoing	Very responsive to citizens concerns regarding water complaints. Typical response time is within one hour.
16.	Attend local group and club meetings.	Yes, ongoing	Staff attends local group and club meetings whenever invited
17.	Provide informational handouts for public at city hall and on website.	Yes, ongoing	Provided handouts on how to reduce water usage and be drought conscious.
18.	Contribute to City's newsletter with important PW news and activities.	Yes, ongoing	Provided news on how to reduce water usage and USDA water storage tank project update.
19.	Continue to use press releases to announce important PW activities.	Yes, ongoing	Provided press releases to announce traffic control advisory when working on underground water services.
20.	Plan and prepare systems for future expansion.	Yes, ongoing	Looked into well development of City owned property and park irrigation alternatives.

21.	Provide water that is pleasant to drink and cook with and available for fire protection.	Yes, ongoing	Storage tanks were kept full and systems functioning properly.
22.	Provide infrastructure to property owners and businesses in a timely manner, at the lowest possible cost.	Yes, ongoing	Provided new services to customers in a reasonable time at the lowest possible cost.
23.	Use local businesses whenever possible.	Yes, ongoing	Policy to always include local businesses when possible.
24.	Continue pursuit of grants and alternative revenue sources to fund capital needs.	Yes, ongoing	Working with CDPH on possible SRF funding/grants for future water wells.
25.	Continue development of Capital Improvement Program.	Yes, ongoing	Implementing asset and work management software Cartegraph.
26.	Continue to seek additional funding through State and Federal grants and special programs.	Yes, ongoing	Obtained USDA grant funding and continued to look for new opportunities that fit our needs.
27.	Provide road access to Green Ranch well site over easement.	Yes, completed	Road to Green Ranch facility was installed over easement
28.	Provide quality assurance for USDA tank site project	Yes, completed	The storage tank project was completed
29.	Provide quality assurance for USDA SCADA project	Yes, ongoing	Project is expected to be completed in FY 15/16

GOALS

In fiscal year 2015-16, the City Council and the management team developed five City-wide goals, which the budget plan would focus on achieving. When preparing their appropriation requests, each department evaluated their role in achieving each of the five City-wide goals and established individual goals toward that effort. The following summarizes the goals of the Public Works Director in support of the overall five City-wide goals.

Near-term (1 year)	**Goal**
1.	Completion of remaining USDA project elements, namely the SCADA Project.
2.	Completion of water main replacement on Giselman or well improvements in Scotts Creek, whichever is determined to be highest priority.
3.	
Intermediate-term (2-3 years out)	
1.	Storage/Treatment Tank Repairs: need to clean and repair WTP storage tanks and ozone contactors.
2.	
3.	
Long-term (4+ years out)	
1.	Update the 2008 Water Master Plan.
2.	
3.	

BUDGET DETAIL

The operating budget presented here identifies expenditures and revenue sources by the department. Expenditures are detailed by character or function within the department to give the reader a fundamental understanding a where resources are planned to be used. Such functions are classified as follows:

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- Debt service, if the department is responsible for any regular payments on bonds, loans, leases, or other long-term obligations. Generally, all debt service is managed in non-departmental.
- Housing loans/grants, which typically are found only in the economic and housing divisions of the City Manager's Office and Community Development Department, respectively.
- Capital outlay, which typically identifies any expenditures related to semi-regular purchases, such as computer and technology, office equipment, building improvements, and other items that are capitalized and depreciated.

Among the information included in this proposed budget are prior year actuals, current fiscal year budget and year-end estimates, and a projection of cost estimates for the next two years, which have been compiled based on known information to date.

Fiscal Year 2015-16
Department Detail
Dept. Water O&M
No. 3060

	DEPARTMENT DETAIL								
	Prior FYs		Current		Proposed			Projections	
	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimated	2015-16 Requested	2015-16 Recommended	2015-16 Adopted	2016-17 Projected	2017-18 Projected
Funding Sources									
110 - GENERAL FUND	54,087	47,103	51,006	45,681	44,929	44,929	44,929	13,258	13,798
501 - WATER UTILITY M & O FUND	1,189,717	840,675	1,143,914	987,978	1,086,943	1,073,443	1,073,443	316,765	329,650
502 - WATER EXPANSION FUND	9,888	-	-	-	-	-	-	-	-
504 - USDA WATER PROJECT FUND	20,204	150,672	1,854,227	1,500,000	2,500,000	2,500,000	2,500,000	737,730	767,740
601 - CLMSD UTILITY M & O FUND	68,591	120,818	126,842	136,821	162,823	162,823	162,823	48,048	50,002
Total Revenue	1,342,487	1,159,268	3,175,989	2,670,480	3,794,695	3,781,195	3,781,195	1,115,801	1,161,190
Department Expenditures									
Salaries and benefits	441,227	510,643	547,920	528,257	471,533	471,533	471,533	499,825	529,814
Operations	431,683	572,604	687,842	992,722	600,952	600,952	600,952	615,976	631,375
Capital outlay	215,692	76,020	1,940,227	1,149,500	2,722,210	2,708,710	2,708,710	-	-
Total Expenditures	1,342,486	1,159,267	3,175,989	2,670,479	3,794,695	3,781,195	3,781,195	1,115,801	1,161,190

SEWER OPERATIONS & MAINTENANCE

The Sewer Operations and Maintenance (O&M) Division provides collection, treatment, and disposal of sewage in a manner compliant with the health and safety needs of the community and the environment. Delivering this service in the safest, most reliable method possible is the highest concern of the Public Works Department.

The Sewer division provides 24-hour service and support to the public by responding to customer concerns, emergency sewer stoppages, and ensures sewer system functionality. The division operates and maintains eight sewer lift stations, a secondary treatment and disposal facility, and a collection system to the customer's property line.

The division works with developers and customers on sewer service issues during project design, service installation, and future needs. The division also inspects the collection system for Inflow and Infiltration (I&I) problems that require remediation to restore system capacity.

OUTCOMES/ACCOMPLISHMENTS

Due to rising costs and decreased revenues, the City established priorities for fiscal year 2013-14. These priorities received funding to varying degrees, based on costs and importance assigned to each by the City Council and executive management. The following list identifies those priorities and the respective outcomes, as established and reported by the Public Works Director.

	Stated 2014-15 Budget Goals	Accomplished	Outcome
1.	Continue to maintain clear lines of communication with City Council.	Yes, ongoing	Provided tours of public works facilities and operations for new City Council members.
2.	Encourage and promote staff to advance or obtain certifications, licenses, and continuing education.	Yes, ongoing	Provided training to staff needed to obtain certification and continuing education.
3.	Develop staff for higher functions and possible succession; recruit for vacancies.	Yes, ongoing	Filled some vacancies and developing new staff for possible succession.
4.	Invest resources in information management systems to provide highest quality of information to Council.	Yes, ongoing	Implementing Cartegraph software that will track asset usage and capital management in real time.
5.	Maintain Departmental presence at Council meetings to provide information and answer questions.	Yes, ongoing	Department provided staff to all Council meetings in fiscal year 14/15
6.	Continue to work closely with all City Departments in sharing resources and information.	Yes, ongoing	Provided resources to other departments to assist in project completion and share information.
7.	Continue weekly staff meetings and encouraging staff to provide feedback.	Partially	The Public Works Department tries to meet weekly but due to staffing restrictions at the end of FY 14/15 these meetings were less frequent.

8.	Update Public Works website to be informative and interactive.	Yes, ongoing	Updated the Public Works Website to encompass all divisions within the Department. More work is needed.
9.	Seek additional avenues for public interaction using social media.	Yes, ongoing	Public Works now uses Facebook and Twitter
10.	Maintain existing relationships and lines of communication with other public agency staff.	Yes, ongoing	Staff continues to keep good working relationships with County, City of Clearlake, and Regulatory agencies.
11.	Continue to promptly return information to citizen inquires.	Yes, ongoing	Citizen inquires are typically answered the same day
12.	Continue resource sharing with the County and City of Clear Lake.	Yes, ongoing	The Public Works Department has shared resources with the County and City of Clear Lake.
13.	Continue to provide timely information to local media.	Yes, ongoing	Promptly provided information to local media to beat press deadlines.
14.	Establish social media presence.	Yes, ongoing	The Department provides information to Planning for Twitter and City Facebook page.
15.	Promote positive accomplishments through media outlets.	Yes, ongoing	Provided information on USDA projects in city newsletter.
16.	Participate in local awareness programs.	Yes, ongoing	PW staff attend different functions that provide awareness to the community
17.	Continue meeting with citizen's one on one to address their concern or requests.	Yes, ongoing	Very responsive to citizens concerns regarding sewer complaints. Typical response time is within 1 hour
18.	Attend local group and club meetings.	Yes, ongoing	Staff attends local group and club meetings whenever invited
19.	Provide informational handouts for public at city hall and on website.	Yes, ongoing	Provided handouts on Fats, Oils and Grease and I&I
20.	Contribute to City's newsletter with important PW news and activities.	Yes, ongoing	The PW Department has provided stories for the city newsletter
21.	Continue to use press releases to announce important PW activities.	Yes, ongoing	Provided press releases to announce traffic control advisory when working on underground sewer services.
22.	Plan and prepare areas for future expansion.	Yes, ongoing	Working closely with engineers on USDA projects.
23.	Maintain sewer collection system to prevent sewer overflows.	Yes, ongoing	Sewer main lines are cleaned to promote full capacity and prevent sewer spills.
24.	Continue pursuit of grants and alternative revenue sources to fund capital needs.	Yes, ongoing	Obtained USDA grant funding and continued to look for new opportunities that fit our needs.
25.	Use local businesses whenever possible.	Yes, ongoing	It is policy to always include local businesses when possible.

26.	Provide infrastructure to property owners and businesses in a timely manner, at the lowest possible cost.	Yes, ongoing	Sewer services are provided on time and to City standards
27.	Continue development of Capital Improvement Program.	Yes, ongoing	Implementing asset and work management software Cartegraph
28.	Provide quality assurance for USDA SCADA project	Yes, ongoing	Expected to be completed in FY 15/16
29.	Provide quality assurance for USDA Sewer Lift station project	Yes, ongoing	Expected to be completed in FY 15/16
30.	Provide quality assurance for USDA Sewer Main Upsizing project	Yes, ongoing	Expected to be completed in FY 15/16
31.	Provide quality assurance for USDA Sewer Force Main, Hwy 29, Project	Yes, ongoing	Expected to be completed in FY 15/16
32.	Provide quality assurance for USDA Treatment Pond Project	Yes, ongoing	Expected to be completed in FY 15/16

GOALS

In fiscal year 2015-16, the City Council and the management team developed five City-wide goals, which the budget plan would focus on achieving. When preparing their appropriation requests, each department evaluated their role in achieving each of the five City-wide goals and established individual goals toward that effort. The following summarizes the goals of the Public Works Director in support of the overall five City-wide goals.

Near-term (1 year)	**Goal**
1.	Completion of remaining USDA project elements, including: SCADA Project, Clearlake Ave Sewer Pump Station, Main Street Sewer upsizing, Hwy 29 sewer force main, Treatment Pond Sludge Removal.
Intermediate-term (2-3 years out)	
1.	Water Balance: engineering study of capacity of wastewater treatment facilities.
Long-term (4+ years out)	
1.	Update Master Plan from 2008.

BUDGET DETAIL

The operating budget presented here identifies expenditures and revenue sources by the department. Expenditures are detailed by character or function within the department to give the reader a fundamental understanding a where resources are planned to be used. Such functions are classified as follows:

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- Housing loans/grants, which typically are found only in the economic and housing divisions of the City Manager's Office and Community Development Department, respectively.
- Capital outlay, which typically identifies any expenditures related to semi-regular purchases, such as computer and technology, office equipment, building improvements, and other items that are capitalized and depreciated.

Among the information included in this proposed budget are prior year actuals, current fiscal year budget and year-end estimates, and a projection of cost estimates for the next two years, which have been compiled based on known information to date.

Fiscal Year 2015-16
Department Detail
Dept.Sewer O&M
No. 3070

	DEPARTMENT DETAIL								
	Prior FYs		Current		Proposed			Projections	
	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimated	2015-16 Requested	2015-16 Recommended	2015-16 Adopted	2016-17 Projected	2017-18 Projected
Funding Sources									
110 - GENERAL FUND	2,020	-	1,000	-	-	-	-	-	-
501 - WATER UTILITY M & O FUND	10,322	3,449	11,865	5,581	12,345	12,345	12,345	2,367	2,451
601 - CLMSD UTILITY M & O FUND	1,145,018	794,809	1,668,644	1,294,719	1,014,171	1,109,671	1,109,671	212,733	220,349
604 - USDA SEWER PROJECT FUND	12,257	134,370	100,000	300,000	4,500,000	4,000,000	4,000,000	766,831	794,288
Total Revenue	1,169,617	932,628	1,781,509	1,600,300	5,526,516	5,122,016	5,122,016	981,931	1,017,088
Department Expenditures									
Salaries and benefits	313,284	237,487	363,627	271,287	285,975	285,975	285,975	303,134	321,322
Operations	549,135	652,091	773,082	812,513	662,241	662,241	662,241	678,797	695,767
Debt service	189,959	-	-	-	-	-	-	-	-
Capital outlay	117,238	43,050	644,800	516,500	4,578,300	4,173,800	4,173,800	-	-
Total Expenditures	1,169,616	932,628	1,781,509	1,600,300	5,526,516	5,122,016	5,122,016	981,931	1,017,088

CLMSD SPECIAL PROJECTS

This division of Public Works was created in fiscal year 2014-15 to budget and account for special projects initiated by the sewer division.

OUTCOMES/ACCOMPLISHMENTS

Due to rising costs and decreased revenues, the City established priorities for fiscal year 2013-14. These priorities received funding to varying degrees, based on costs and importance assigned to each by the City Council and executive management. The following list identifies those priorities and the respective outcomes, as established and reported by the Public Works Director.

	Stated 2014-15 Budget Goals	Accomplished	Outcome
1.	Identify options for solar and examine potential benefits and challenges moving forward with a project.	Yes	Analysis was presented to Council with direction by Council to move forward with project.

GOALS

In fiscal year 2015-16, the City Council and the management team developed five City-wide goals, which the budget plan would focus on achieving. When preparing their appropriation requests, each department evaluated their role in achieving each of the five City-wide goals and established individual goals toward that effort. The following summarizes the goals of the Public Works Director in support of the overall five City-wide goals.

Near-term (1 year)		Goal
	1.	Engage in solar project. Identify vendor, establish financing, address all environmental and planning concerns, and prepare for construction.
Intermediate-term (2-3 years out)		
	1.	Complete solar project construction.
Long-term (4+ years out)		
	1.	

BUDGET DETAIL

The operating budget presented here identifies expenditures and revenue sources by the department. Expenditures are detailed by character or function within the department to give the reader a fundamental understanding a where resources are planned to be used. Such functions are classified as follows:

- Salaries and benefits, which include salaries and wages of full- and part-time employees, healthcare premiums, City retirement contributions, overtime and standby costs, etc.
- Operations, including costs associated with day-to-day activities, professional services, insurance costs, and travel and training.
- Debt service, if the department is responsible for any regular payments on bonds, loans, leases, or other long-term obligations. Generally, all debt service is managed in non-departmental.
- Housing loans/grants, which typically are found only in the economic and housing divisions of the City Manager's Office and Community Development Department, respectively.
- Capital outlay, which typically identifies any expenditures related to semi-regular purchases, such as computer and technology, office equipment, building improvements, and other items that are capitalized and depreciated.

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Fiscal Year 2015-16
Department Detail
Dept. CLMSD Special Projects
No. 3071

	DEPARTMENT DETAIL								
	Prior FYs		Current		Proposed			Projections	
	2012-13 Actual	2013-14 Actual	2014-15 Budget	2014-15 Estimated	2015-16 Requested	2015-16 Recommended	2015-16 Adopted	2016-17 Projected	2017-18 Projected
Funding Sources									
601 - CLMSD UTILITY M & O FUND	-	-	45,658	41,593	10,750	10,750	10,750	-	-
Total Revenue	-	-	45,658	41,593	10,750	10,750	10,750	-	-
Department Expenditures									
Salaries and benefits	-	-	8,007	8,093	10,750	10,750	10,750	-	-
Operations	-	-	33,500	33,500	-	-	-	-	-
Grants/Loans	-	-	4,151	-	-	-	-	-	-
Total Expenditures	-	-	45,658	41,593	10,750	10,750	10,750	-	-

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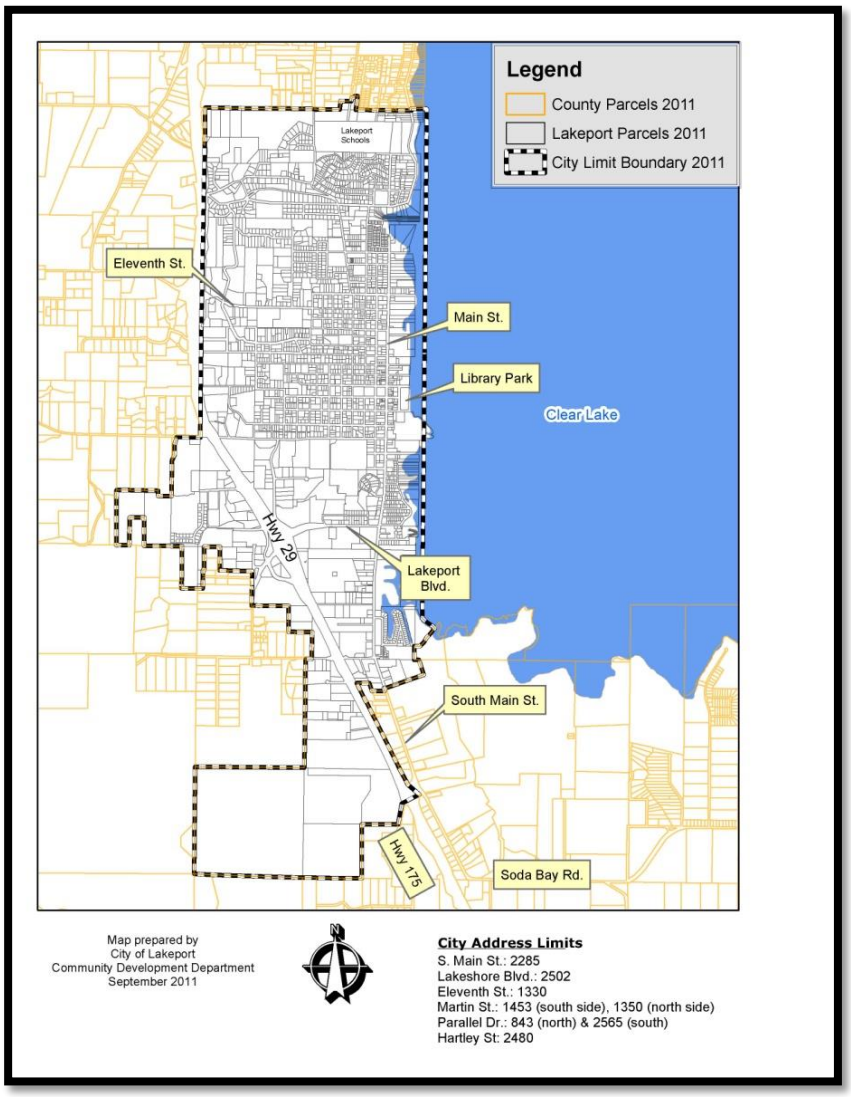
CAPITAL IMPROVEMENT PROGRAM (CIP)



CIP budget period: FY 2013-2017

Total projects:	86
Total estimated cost:	$14.95 million
Sources of funding:	
General fund:	4.05 million
Water revenue:	1.17 million
Sewer revenue:	0.29 million
Debt financing:	8.04 million
Grants:	$ 1.40 million

The City of Lakeport Capital Improvement Program involves fiscal oversight of various City financial resources to be used for the acquisition, design and/or construction of major capital facilities within the City, including major projects to replace or construct portions of the City's physical infrastructure, such as its streets, buildings, parks, street lights, water treatment and distribution system, sewer collection and disposal system, and storm drains.

This section of the budget document identifies and provides an outline for major capital projects that are needed to meet City needs and City Council priorities. The program reflects long-range capital planning efforts by identifying specific projects, the timing of expenditures, and the estimated impact on operating budgets for those projects needed to service infrastructure over a considerable period of time.

A capital project is usually considered a one-time expenditure but may be funded over several years. Management is recommending a five-year Capital Improvement Program budget to identify funding for multi-year projects and to provide budget forecasting for capital projects according to priority and available funding. By providing the budget in this format, the City Council can provide staff with appropriations and an expectation of when projects are to be

completed. It also provides staff with a planning tool to help arrange and procure resources necessary to meet City Council and the public's expectations. I

The City's Capital Improvement Program

The following schedules are included on the pages that follow:

1. Comprehensive capital project list.
2. CIP project list by fund.
3. CIP project list by responsible department.
4. Individual project detail pages.

COMPREHENSIVE CIP PROJECT LIST

(In order of total cost)

Fiscal Year 2013-14
COMPREHENSIVE CIP PROJECT LIST

CIP Project Name	CIP Project Number	Function	Total Estimated Cost	Project Fiscal Years 2012-13	2013-14	2014-15	2015-16	2016-17
Install 2 new wells	2013-3060-02	Water Infrastructure	2,200,000	-	-	-	2,200,000	-
Downtown Infrastructure	2013-1054-01	Infrastructure/Economic Development	2,000,000	-	2,000,000	-	-	-
Treatment Pond Repair/Maint	2013-3070-02	Sewer Infrastructure	1,023,681	-	1,023,681	-	-	-
Replace Water Meters	2013-3060-03	Water Infrastructure	824,000	412,000	412,000	-	-	-
Dock replacement	2013-3030-15	Parks/Recreation	800,000	-	-	800,000	-	-
Land Purchase	2013-3060-01	Water Infrastructure	700,000	700,000	-	-	-	-
SCADA Replacement	2013-3070-01	Sewer Infrastructure	681,800	511,350	170,450	-	-	-
Lakeshore Blvd. ER Project	2013-1052-04	Transportation Infrastructure	674,000	-	-	674,000	-	-
Referbish water storage tanks	2013-3060-07	Water Infrastructure	630,000	630,000	-	-	-	-
Loop Water Main - South Lakeport	2013-3060-05	Water Infrastructure	620,000	-	620,000	-	-	-
SCADA - Automated Controls	2013-3060-04	Water Infrastructure	511,800	255,900	255,900	-	-	-
Hwy 29 Tunnel sewer main inspect/repair	2013-3070-06	Sewer Infrastructure	422,500	-	422,500	-	-	-
Sewer Main Upsizing	2013-3070-05	Sewer Infrastructure	367,500	-	367,500	-	-	-
Vehicles Marked	2013-2010-07	Public Safety	315,000	-	-	-	-	315,000
South Main Street/Lakeport Blvd Intersection	2013-1052-06	Transportation Infrastructure	265,000	-	-	-	71,000	194,000
Bevins St. mill & fill	2013-3020-02	Transportation Infrastructure	250,000	-	-	250,000	-	-
Eleventh Street	2013-1052-02	Transportation Infrastructure	211,875	-	211,875	-	-	-
Hartley St. mill, fill, chip	2013-3020-04	Transportation Infrastructure	200,000	-	125,000	75,000	-	-
Parallel Drive	2013-1052-03	Transportation Infrastructure	182,500	-	-	182,500	-	-
Ozone Generators	2013-3060-13	Water Infrastructure	175,000	58,334	58,333	58,333	-	-
Lakeshore Blvd. HSIPL Project	2013-1052-05	Transportation Infrastructure	147,000	-	147,000	-	-	-
Mini Excavator	2013-3020-07	PP&E	140,000	-	-	140,000	-	-
Replace VFD Drives	2013-3060-08	Water Infrastructure	120,000	24,000	24,000	24,000	24,000	24,000
Replace Carbon	2013-3060-06	Water Infrastructure	95,000	95,000	-	-	-	-
Dump Truck (1981 F-600)	2013-3020-06	PP&E	90,000	-	-	90,000	-	-
Patch Truck	2013-3020-05	PP&E	85,000	-	85,000	-	-	-
Track Loader	2013-3020-10	PP&E	80,000	-	-	80,000	-	-
S44 1986 Aquatech	2013-3070-13	Sewer Infrastructure	75,000	-	-	75,000	-	-
Clearlake Sewer Pump Station	2013-3070-03	Sewer Infrastructure	74,000	-	74,000	-	-	-
Financial Management System Upgrade	2013-1041-01	General Admnistration	60,000	-	60,000	-	-	-
Sewer liftstation pump replacement	2013-3070-09	Sewer Infrastructure	60,000	-	-	-	-	60,000
Vehicles Unmarked	2013-2010-02	Public Safety	40,000	-	-	40,000	-	-
S42 1991 Ford F350 Replacement	2013-3070-12	Sewer Infrastructure	35,000	-	35,000	-	-	-
S42 1991 Ford F350 Replacement	2013-3060-12	Water Infrastructure	35,000	-	-	35,000	-	-
150KW Generator Replacement	2013-3060-14	Water Infrastructure	32,000	10,667	10,666	10,666	-	-

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Electronic Records Management System	2013-1020-01	General Admnistration	30,000	-	-	30,000	-	-
Security Windows	2013-2010-01	Public Safety	30,000	-	30,000	-	-	-
Generator	2013-2010-04	Public Safety	30,000	-	30,000	-	-	-
S7 - Portable Generator 40kw 1970	2013-3070-10	Sewer Infrastructure	30,000	-	-	-	-	30,000
S46 1993 Chevrolet 350	2013-3070-14	Sewer Infrastructure	30,000	30,000	-	-	-	-
W54 1991 Ford F-250	2013-3060-10	Water Infrastructure	30,000	30,000	-	-	-	-
W55 2000 Chevy 2500	2013-3060-11	Water Infrastructure	30,000	-	-	-	30,000	-
Pool Re-plastering	2013-3050-02	PP&E	30,000	-	-	-	30,000	-
Police Storage Facility	2013-2010-11	Public Safety	25,000	-	-	-	25,000	-
S14 - Portable Generator 30kw 1961	2013-3070-11	Sewer Infrastructure	25,000	-	-	-	-	25,000
W51 2000 Chevy 1500	2013-3060-09	Water Infrastructure	25,000	25,000	-	-	-	-
Trailer (Haul heavy equipment)	2013-3020-08	PP&E	25,000	-	25,000	-	-	-
Body Armor	2013-2010-03	Public Safety	22,500	-	-	-	-	22,500
Air Compressor	2013-3020-09	PP&E	22,500	-	22,500	-	-	-
Treatment Pond Aerators	2013-3070-07	Sewer Infrastructure	21,000	-	-	-	-	21,000
Building Upgrade Floors	2013-2010-05	PP&E	20,000	20,000	-	-	-	-
Portable Radios	2013-2010-08	Public Safety	20,000	-	-	-	20,000	-
11th Street Chip seal	2013-3020-01	Transportation Infrastructure	20,000	-	20,000	-	-	-
Parallel Drive	2013-3020-03	Transportation Infrastructure	20,000	-	-	20,000	-	-
Building Permitting Software	2013-1052-10	General Admnistration	20,000	-	20,000	-	-	-
WS Park, Phase 1 soil	2013-3030-06	PP&E	15,000	-	15,000	-	-	-
Pool Bathrooms	2013-3050-03	PP&E	15,000	-	15,000	-	-	-
Server room air conditioner	2013-1052-01	PP&E	15,000	15,000	-	-	-	-
Engineering Truck	2013-1052-09	Transportation Infrastructure	14,000	-	14,000	-	-	-
Police Computer System	2013-2010-10	Public Safety	10,000	-	10,000	-	-	-
Recap #1 pump replacement	2013-3070-08	Sewer Infrastructure	10,000	-	-	10,000	-	-
City Hall Fascia	2013-3030-03	PP&E	10,000	-	10,000	-	-	-
City Hall Bathrooms	2013-3030-05	PP&E	10,000	-	10,000	-	-	-
Hair place - Roof repairs	2013-3030-10	PP&E	10,000	-	-	10,000	-	-
Parks Truck (Elec)	2013-3030-11	PP&E	10,000	-	-	10,000	-	-
Large Mower	2013-3030-12	PP&E	10,000	-	-	10,000	-	-
Thatcher/Seeder	2013-3030-13	PP&E	10,000	-	-	10,000	-	-
Building Upgrade-Security Cameras	2013-2010-06	Public Safety	8,000	-	8,000	-	-	-
Mail Server	2013-1052-07	Technology Infrastructure	7,800	-	7,800	-	-	-
Corp yard admin facility HVAC	2013-3030-01	PP&E	7,500	-	7,500	-	-	-
PDC Server	2013-1052-08	Technology Infrastructure	6,000	-	-	6,000	-	-
Police Telephone System	2013-2010-09	Public Safety	6,000	-	6,000	-	-	-
Corp Yard Roof	2013-3030-09	PP&E	6,000	-	-	6,000	-	-
Sewer Camera	2013-3070-15	Sewer Infrastructure	5,000	-	-	5,000	-	-

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City Hall Security/Fire system	2013-3030-02	PP&E	5,000	-	5,000	-	-	-
Pool Pump	2013-3050-04	PP&E	5,000	-	5,000	-	-	-
Corp Yard & WTP Security	2013-3030-08	PP&E	4,500	-	4,500	-	-	-
10 KW Generator	2013-3060-15	Water Infrastructure	4,000	4,000	-	-	-	-
Pool filter media replacement	2013-3050-01	PP&E	4,000	-	4,000	-	-	-
Chlorine Leak Sensor Replacement	2013-3070-16	PP&E	4,000	-	4,000	-	-	-
Plotter	2013-3060-17	Sewer Infrastructure	3,000	-	3,000	-	-	-
Chemical analyzer	2013-3050-05	PP&E	3,000	-	3,000	-	-	-
Pool Cover	2013-3050-06	PP&E	2,500	-	2,500	-	-	-
Paint Mechanic's building	2013-3030-04	PP&E	2,500	-	2,500	-	-	-
WS Park Lake Water Piping/Pumping	2013-3030-07	PP&E	2,500	-	2,500	-	-	-
Aerators	2013-3030-14	PP&E	1,500	-	-	-	1,500	-
			$ 14,955,456	$ 2,821,251	$ 6,389,705	$ 2,651,499	$ 2,401,500	$ 691,500

CIP PROJECT LIST BY PRIMARY FUND

(Arranged by total cost)

Fiscal Year 2013-14
CIP PROJECT LIST by PRIMARY FUND

CIP Project Name	CIP Project Number	Funding Source(s) Source 1	Source 2	Source 3	Total Estimated Cost	Project Fiscal Years 2012-13	2013-14	2014-15	2015-16
General Fund (110)									
Dock replacement	2013-3030-15	General Fund	Grant		800,000	-	-	800,000	-
Lakeshore Blvd. ER Project	2013-1052-04	General Fund	Federal Grant		674,000	-	-	674,000	-
Vehicles Marked	2013-2010-07	General Fund	Federal Grant	Other	315,000	-	-	-	-
South Main Street/Lakeport Blvd Intersection	2013-1052-06	General Fund	State Grant		265,000	-	-	-	71,000
Bevins St. mill & fill	2013-3020-02	General Fund			250,000	-	-	250,000	-
Eleventh Street	2013-1052-02	General Fund	Water Revenue	Sewer Revenue	211,875	-	211,875	-	-
Hartley St. mill, fill, chip	2013-3020-04	General Fund			200,000	-	125,000	75,000	-
Parallel Drive	2013-1052-03	General Fund			182,500	-	-	182,500	-
Lakeshore Blvd. HSIPL Project	2013-1052-05	General Fund	State Grant		147,000	-	147,000	-	-
Mini Excavator	2013-3020-07	General Fund			140,000	-	-	140,000	-
Dump Truck (1981 F-600)	2013-3020-06	General Fund			90,000	-	-	90,000	-
Patch Truck	2013-3020-05	General Fund			85,000	-	85,000	-	-
Track Loader	2013-3020-10	General Fund			80,000	-	-	80,000	-
Financial Management System Upgrade	2013-1041-01	General Fund	Water Revenue	Sewer Revenue	60,000	-	60,000	-	-
Vehicles Unmarked	2013-2010-02	General Fund	Federal Grant		40,000	-	-	40,000	-
Electronic Records Management System	2013-1020-01	General Fund			30,000	-	-	30,000	-
Security Windows	2013-2010-01	General Fund	Federal Grant		30,000	-	30,000	-	-
Generator	2013-2010-04	General Fund	Federal Grant	Other	30,000	-	30,000	-	-
Pool Re-plastering	2013-3050-02	General Fund			30,000	-	-	-	30,000
Police Storage Facility	2013-2010-11	General Fund			25,000	-	-	-	25,000
Trailer (Haul heavy equipment)	2013-3020-08	General Fund			25,000	-	25,000	-	-
Body Armor	2013-2010-03	General Fund	Federal Grant		22,500	-	-	-	-
Air Compressor	2013-3020-09	General Fund	Water Revenue	Sewer Revenue	22,500	-	22,500	-	-
Building Permitting Software	2013-1052-10	General Fund			20,000	-	20,000	-	-
Building Upgrade Floors	2013-2010-05	General Fund			20,000	20,000	-	-	-
Portable Radios	2013-2010-08	General Fund	Federal Grant	Other	20,000	-	-	-	20,000
11th Street Chip seal	2013-3020-01	General Fund			20,000	-	20,000	-	-
Parallel Drive	2013-3020-03	General Fund			20,000	-	-	20,000	-
Server room air conditioner	2013-1052-01	General Fund	Water Revenue	Sewer Revenue	15,000	15,000	-	-	-
WS Park, Phase 1 soil	2013-3030-06	General Fund			15,000	-	15,000	-	-
Pool Bathrooms	2013-3050-03	General Fund			15,000	-	15,000	-	-
Engineering Truck	2013-1052-09	General Fund			14,000	-	14,000	-	-
Police Computer System	2013-2010-10	General Fund	Other		10,000	-	10,000	-	-

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City Hall Fascia	2013-3030-03	General Fund	Water Revenue	Sewer Revenue	10,000	-	10,000	-	-
City Hall Bathrooms	2013-3030-05	General Fund	Water Revenue	Sewer Revenue	10,000	-	10,000	-	-
Hair place - Roof repairs	2013-3030-10	General Fund			10,000	-	-	10,000	-
Parks Truck (Elec)	2013-3030-11	General Fund			10,000	-	-	10,000	-
Large Mower	2013-3030-12	General Fund			10,000	-	-	10,000	-
Thatcher/Seeder	2013-3030-13	General Fund			10,000	-	-	10,000	-
Building Upgrade-Security Cameras	2013-2010-06	General Fund	Federal Grant		8,000	-	8,000	-	-
Mail Server	2013-1052-07	General Fund	Water Revenue	Sewer Revenue	7,800	-	7,800	-	-
Corp yard admin facility HVAC	2013-3030-01	General Fund	Water Revenue	Sewer Revenue	7,500	-	7,500	-	-
PDC Server	2013-1052-08	General Fund	Water Revenue	Sewer Revenue	6,000	-	-	6,000	-
Police Telephone System	2013-2010-09	General Fund			6,000	-	6,000	-	-
Corp Yard Roof	2013-3030-09	General Fund	Water Revenue	Sewer Revenue	6,000	-	-	6,000	-
City Hall Security/Fire system	2013-3030-02	General Fund	Water Revenue	Sewer Revenue	5,000	-	5,000	-	-
Pool Pump	2013-3050-04	General Fund			5,000	-	5,000	-	-
Corp Yard & WTP Security	2013-3030-08	General Fund	Water Revenue	Sewer Revenue	4,500	-	4,500	-	-
Pool filter media replacement	2013-3050-01	General Fund			4,000	-	4,000	-	-
Chemical analyzer	2013-3050-05	General Fund			3,000	-	3,000	-	-
Paint Mechanic's building	2013-3030-04	General Fund	Water Revenue	Sewer Revenue	2,500	-	2,500	-	-
WS Park Lake Water Piping/Pumping	2013-3030-07	General Fund			2,500	-	2,500	-	-
Pool Cover	2013-3050-06	General Fund			2,500	-	2,500	-	-
Aerators	2013-3030-14	General Fund			1,500	-	-	-	1,500
				Subtotal	4,056,175	35,000	908,675	2,433,500	147,500
Capital Project Fund (130)									
Downtown Infrastructure	2013-1054-01	RDA Bond Proceeds			2,000,000	-	2,000,000	-	-
Water O&M (501)									
Referbish water storage tanks	2013-3060-07	Water Revenue	Bond/Loan		630,000	630,000	-	-	-
Ozone Generators	2013-3060-13	Water Revenue			175,000	58,334	58,333	58,333	-
Replace VFD Drives	2013-3060-08	Water Revenue			120,000	24,000	24,000	24,000	24,000
Replace Carbon	2013-3060-06	Water Revenue			95,000	95,000	-	-	-
S42 1991 Ford F350 Replacement	2013-3060-12	Water Revenue	Sewer Revenue		35,000	-	-	35,000	-
150KW Generator Replacement	2013-3060-14	Water Revenue			32,000	10,667	10,666	10,666	-
W54 1991 Ford F-250	2013-3060-10	Water Revenue			30,000	30,000	-	-	-
W55 2000 Chevy 2500	2013-3060-11	Water Revenue			30,000	-	-	-	30,000
W51 2000 Chevy 1500	2013-3060-09	Water Revenue			25,000	25,000	-	-	-
10 KW Generator	2013-3060-15	Water Revenue			4,000	4,000	-	-	-
				Subtotal	1,176,000	877,001	92,999	127,999	54,000

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Sewer O&M (601)									
S44 1986 Aquatech	2013-3070-13	Sewer Revenue	Water Revenue	General Fund	75,000	-	-	75,000	-
Sewer liftstation pump replacement	2013-3070-09	Sewer Revenue			60,000	-	-	-	-
S42 1991 Ford F350 Replacement	2013-3070-12	Sewer Revenue	Water Revenue		35,000	-	35,000	-	-
S7 - Portable Generator 40kw 1970	2013-3070-10	Sewer Revenue			30,000	-	-	-	-
S46 1993 Chevrolet 350	2013-3070-14	Sewer Revenue			30,000	30,000	-	-	-
S14 - Portable Generator 30kw 1961	2013-3070-11	Sewer Revenue			25,000	-	-	-	-
Treatment Pond Aerators	2013-3070-07	Sewer Revenue			21,000	-	-	-	-
Recap #1 pump replacement	2013-3070-08	Sewer Revenue			10,000	-	-	10,000	-
Sewer Camera	2013-3070-15	Sewer Revenue			5,000	-	-	5,000	-
Chlorine Leak Sensor Replacement	2013-3070-16	Sewer Revenue			4,000	-	4,000	-	-
Plotter	2013-3060-17	Sewer Revenue	Water Revenue		3,000	-	3,000	-	-
				Subtotal	298,000	30,000	42,000	90,000	-
USDA Water Project (Fund 504)									
Install 2 new wells	2013-3060-02	Bond/Loan			2,200,000	-	-	-	2,200,000
Replace Water Meters	2013-3060-03	Bond/Loan	State Grant		824,000	412,000	412,000	-	-
Land Purchase	2013-3060-01	Bond/Loan	State Grant		700,000	700,000	-	-	-
Loop Water Main - South Lakeport	2013-3060-05	Bond/Loan			620,000	-	620,000	-	-
SCADA - Automated Controls	2013-3060-04	Bond/Loan	State Grant		511,800	255,900	255,900	-	-
				Subtotal	4,855,800	1,367,900	1,287,900	-	2,200,000
USDA Sewer Project (Fund 604)									
Treatment Pond Repair/Maint	2013-3070-02	Bond/Loan	State Grant		1,023,681	-	1,023,681	-	-
SCADA Replacement	2013-3070-01	Bond/Loan			681,800	511,350	170,450	-	-
Hwy 29 Tunnel sewer main inspect/repair	2013-3070-06	Bond/Loan	State Grant		422,500	-	422,500	-	-
Sewer Main Upsizing	2013-3070-05	Bond/Loan	State Grant		367,500	-	367,500	-	-
Clearlake Sewer Pump Station	2013-3070-03	Bond/Loan	State Grant		74,000	-	74,000	-	-
				Subtotal	2,569,481	511,350	2,058,131	-	-
				Total	$ 14,955,456	$ 2,821,251	$ 6,389,705	$ 2,651,499	$ 2,401,500

CIP PROJECT LIST BY MANAGING DEPARTMENT

(Arranged by department alphabetically)

Fiscal Year 2013-14
PROJECT LIST by DEPARTMENT

Department	Project Name	Project Number	Function	Total Estimated Cost	Project Fiscal Years 2012-13	2013-14	2014-15	2015-16
Administration								
	Electronic Records Management System	2013-1020-01	General Admnistration	30,000	-	-	30,000	-
			Subtotal	30,000	-	-	30,000	-
Economic Development								
	Main Street Infrastructure Improvements	2013-1054-01	Economic Development	2,000,000	-	2,000,000	-	-
	Subtotal			2,000,000	-	2,000,000	-	-
Engineering & IT								
	South Main Street/Lakeport Blvd Intersection	2013-1052-06	Transportation Infrastructure	265,000	-	-	-	71,000
	Lakeshore Blvd. ER Project	2013-1052-04	Transportation Infrastructure	674,000	-	-	674,000	-
	Eleventh Street	2013-1052-02	Transportation Infrastructure	211,875	-	211,875	-	-
	Server room air conditioner	2013-1052-01	PP&E	15,000	15,000	-	-	-
	Parallel Drive	2013-1052-03	Transportation Infrastructure	182,500	-	-	182,500	-
	Lakeshore Blvd. HSIPL Project	2013-1052-05	Transportation Infrastructure	147,000	-	147,000	-	-
	Engineering Truck	2013-1052-09	Transportation Infrastructure	14,000	-	14,000	-	-
	Building Permitting Software	2013-1052-10	General Admnistration	20,000	-	20,000	-	-
	PDC Server	2013-1052-08	Technology Infrastructure	6,000	-	-	6,000	-
	Mail Server	2013-1052-07	Technology Infrastructure	7,800	-	7,800	-	-
			Subtotal	1,543,175	15,000	400,675	862,500	71,000
Finance								
	Financial Management System Upgrade	2013-1041-01	General Admnistration	60,000	-	60,000	-	-
			Subtotal	60,000	-	60,000	-	-

(Continued)

Police							
Vehicles Marked	2013-2010-07	Public Safety	315,000	-	-	-	-
Vehicles Unmarked	2013-2010-02	Public Safety	40,000	-	-	40,000	-
Security Windows	2013-2010-01	Public Safety	30,000	-	30,000	-	-
Generator	2013-2010-04	Public Safety	30,000	-	30,000	-	-
Police Storage Facility	2013-2010-11	Public Safety	25,000	-	-	-	25,000
Body Armor	2013-2010-03	Public Safety	22,500	-	-	-	-
Building Upgrade Floors	2013-2010-05	PP&E	20,000	20,000	-	-	-
Portable Radios	2013-2010-08	Public Safety	20,000	-	-	-	20,000
Police Computer System	2013-2010-10	Public Safety	10,000	-	10,000	-	-
Building Upgrade-Security Cameras	2013-2010-06	Public Safety	8,000	-	8,000	-	-
Police Telephone System	2013-2010-09	Public Safety	6,000	-	6,000	-	-
		Subtotal	526,500	20,000	84,000	40,000	45,000
Public Works: Roads & Infrastructure							
Bevins St. mill & fill	2013-3020-02	Transportation Infrastructure	250,000	-	-	250,000	-
Mini Excavator	2013-3020-07	PP&E	140,000	-	-	140,000	-
Hartley St. mill, fill, chip	2013-3020-04	Transportation Infrastructure	200,000	-	125,000	75,000	-
Dump Truck (1981 F-600)	2013-3020-06	PP&E	90,000	-	-	90,000	-
Patch Truck	2013-3020-05	PP&E	85,000	-	85,000	-	-
Track Loader	2013-3020-10	PP&E	80,000	-	-	80,000	-
Trailer (Haul heavy equipment)	2013-3020-08	PP&E	25,000	-	25,000	-	-
Air Compressor	2013-3020-09	PP&E	22,500	-	22,500	-	-
11th Street Chip seal	2013-3020-01	Transportation Infrastructure	20,000	-	20,000	-	-
Parallel Drive	2013-3020-03	Transportation Infrastructure	20,000	-	-	20,000	-
		Subtotal	932,500	-	277,500	655,000	-
Public Works: Parks, Buildings & Grounds							
Dock replacement	2013-3030-15	PP&E	800,000	-	-	800,000	-
WS Park, Phase 1 soil	2013-3030-06	PP&E	15,000	-	15,000	-	-
City Hall Fascia	2013-3030-03	PP&E	10,000	-	10,000	-	-
City Hall Bathrooms	2013-3030-05	PP&E	10,000	-	10,000	-	-
Hair place - Roof repairs	2013-3030-10	PP&E	10,000	-	-	10,000	-
Parks Truck (Elec)	2013-3030-11	PP&E	10,000	-	-	10,000	-
Large Mower	2013-3030-12	PP&E	10,000	-	-	10,000	-
Thatcher/Seeder	2013-3030-13	PP&E	10,000	-	-	10,000	-
Corp yard admin facility HVAC	2013-3030-01	PP&E	7,500	-	7,500	-	-
Corp Yard Roof	2013-3030-09	PP&E	6,000	-	-	6,000	-
City Hall Security/Fire system	2013-3030-02	PP&E	5,000	-	5,000	-	-
Corp Yard & WTP Security	2013-3030-08	PP&E	4,500	-	4,500	-	-
Paint Mechanic's building	2013-3030-04	PP&E	2,500	-	2,500	-	-
WS Park Lake Water Piping/Pumping	2013-3030-07	PP&E	2,500	-	2,500	-	-
Aerators	2013-3030-14	PP&E	1,500	-	-	-	1,500
		Subtotal	904,500	-	57,000	846,000	1,500

(Continued)

Public Works: Westshore Pool								
Pool Re-plastering	2013-3050-02	PP&E		30,000	-	-	-	30,000
Pool Bathrooms	2013-3050-03	PP&E		15,000	-	15,000	-	-
Pool Pump	2013-3050-04	PP&E		5,000	-	5,000	-	-
Pool filter media replacement	2013-3050-01	PP&E		4,000	-	4,000	-	-
Chemical analyzer	2013-3050-05	PP&E		3,000	-	3,000	-	-
Pool Cover	2013-3050-06	PP&E		2,500	-	2,500	-	-
			Subtotal	59,500	-	29,500	-	30,000
Public Works: Water O&M								
Install 2 new wells	2013-3060-02	Water Infrastructure		2,200,000	-	-	-	2,200,000
Replace Water Meters	2013-3060-03	Water Infrastructure		824,000	412,000	412,000	-	-
Land Purchase	2013-3060-01	Water Infrastructure		700,000	700,000	-	-	-
Referbish water storage tanks	2013-3060-07	Water Infrastructure		630,000	630,000	-	-	-
Loop Water Main - South Lakeport	2013-3060-05	Water Infrastructure		620,000	-	620,000	-	-
SCADA - Automated Controls	2013-3060-04	Water Infrastructure		511,800	255,900	255,900	-	-
Ozone Generators	2013-3060-13	Water Infrastructure		175,000	58,334	58,333	58,333	-
Replace VFD Drives	2013-3060-08	Water Infrastructure		120,000	24,000	24,000	24,000	24,000
Replace Carbon	2013-3060-06	Water Infrastructure		95,000	95,000	-	-	-
S42 1991 Ford F350 Replacement	2013-3060-12	Water Infrastructure		35,000	-	-	35,000	-
150KW Generator Replacement	2013-3060-14	Water Infrastructure		32,000	10,667	10,666	10,666	-
W54 1991 Ford F-250	2013-3060-10	Water Infrastructure		30,000	30,000	-	-	-
W55 2000 Chevy 2500	2013-3060-11	Water Infrastructure		30,000	-	-	-	30,000
W51 2000 Chevy 1500	2013-3060-09	Water Infrastructure		25,000	25,000	-	-	-
10 KW Generator	2013-3060-15	Water Infrastructure		4,000	4,000	-	-	-
			Subtotal	6,031,800	2,244,901	1,380,899	127,999	2,254,000
Public Works: Sewer O&M								
Treatment Pond Repair/Maint	2013-3070-02	Sewer Infrastructure		1,023,681	-	1,023,681	-	-
SCADA Replacement	2013-3070-01	Sewer Infrastructure		681,800	511,350	170,450	-	-
Hwy 29 Tunnel sewer main inspect/repair	2013-3070-06	Sewer Infrastructure		422,500	-	422,500	-	-
Sewer Main Upsizing	2013-3070-05	Sewer Infrastructure		367,500	-	367,500	-	-
S44 1986 Aquatech	2013-3070-13	Sewer Infrastructure		75,000	-	-	75,000	-
Clearlake Sewer Pump Station	2013-3070-03	Sewer Infrastructure		74,000	-	74,000	-	-
Sewer liftstation pump replacement	2013-3070-09	Sewer Infrastructure		60,000	-	-	-	-
S42 1991 Ford F350 Replacement	2013-3070-12	Sewer Infrastructure		35,000	-	35,000	-	-
S7 - Portable Generator 40kw 1970	2013-3070-10	Sewer Infrastructure		30,000	-	-	-	-
S46 1993 Chevrolet 350	2013-3070-14	Sewer Infrastructure		30,000	30,000	-	-	-
S14 - Portable Generator 30kw 1961	2013-3070-11	Sewer Infrastructure		25,000	-	-	-	-
Treatment Pond Aerators	2013-3070-07	Sewer Infrastructure		21,000	-	-	-	-
Recap #1 pump replacement	2013-3070-08	Sewer Infrastructure		10,000	-	-	10,000	-
Sewer Camera	2013-3070-15	Sewer Infrastructure		5,000	-	-	5,000	-
Plotter	2013-3060-17	Sewer Infrastructure		3,000	-	3,000	-	-
Chlorine Leak Sensor Replacement	2013-3070-16	Sewer Infrastructure		4,000	-	4,000	-	-
			Subtotal	2,867,481	541,350	2,100,131	90,000	-
				$ 14,955,456	$ 2,821,251	$ 6,389,705	$ 2,651,499	$ 2,401,500

PROJECT DETAIL

ADMINISTRATION

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-1020-01	**Funding Source(s)**	
Title:	Electronic Records Management System	Source 1	General Fund
Lead Department:	Administration (1020)	Source 2	
Project Manager:	City Clerk	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Conceptual		
		Source Requirement:	None

Project Description: Purchase of a production scanner, server, software, and large format scanner.

Project Timeframe: Fiscal Year 2014 to 2015

Useful Life: 10 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	30,000	-	-	30,000	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	30,000	-	-	30,000	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	30,000	-	-	30,000	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	30,000	-	-	30,000	-	-

ECONOMIC DEVELOPMENT

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-1054-01	**Funding Source(s)**	
Title:	Downtown Main Street RDA Project	Source 1	Other
Lead Department:	Economic Development (1054)	Source 2	
Project Manager:	City Clerk	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Conceptual		
		Source Requirement:	None

Project Description: Revitalization of Downtown Main Street.

Project Timeframe: Fiscal Year 2014 to 2016

Useful Life: 20 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Engineering & Design	100,000	-	100,000	-	-	-
Construction	1,900,000	-	-	1,900,000	-	-
	-	-	-	-	-	-
Project Total:	2,000,000	-	100,000	1,900,000	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Other	110	2,000,000	-	100,000	1,900,000	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
Project Total:		2,000,000	-	100,000	1,900,000	-	-

ENGINEERING & IT

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-1052-01	**Funding Source(s)**	
Title:	Server room air conditioner	Source 1	General Fund
Lead Department:	Engineering & Information Technology (1052)	Source 2	Water Revenue
Project Manager:	City Engineer/IT Director	Source 3	Sewer Revenue
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	None

Project Description: Replcement of failed air conditioning unit for server room.

Project Timeframe: Fiscal Year 2012 to 2013

Useful Life: 10 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	15,000	15,000	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	15,000	15,000	-	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	7,500	7,500	-	-	-	-
Water Revenue	501	3,750	3,750	-	-	-	-
Sewer Revenue	601	3,750	3,750	-	-	-	-
	Project Total:	15,000	15,000	-	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-1052-02	**Funding Source(s)**	
Title:	Eleventh Street Chip Seal	Source 1	General Fund
Lead Department:	Engineering & Information Technology (1052)	Source 2	
Project Manager:	City Engineer/IT Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	None

Project Description: Chip Seal Project construction and CE.

Project Timeframe: Fiscal Year 2013 to 2014

Useful Life: 10 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Construction	211,875	-	211,875	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	211,875	-	211,875	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	211,875	-	211,875	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	211,875	-	211,875	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-1052-03	**Funding Source(s)**	
Title:	Parallel Drive Chip Seal	Source 1	General Fund
Lead Department:	Engineering & Information Technology (1052)	Source 2	
Project Manager:	City Engineer/IT Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	None

Project Description: Chip Seal Project construction and CE.

Project Timeframe: Fiscal Year 2013 to 2014

Useful Life: 10 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Construction	182,500	-	182,500	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	182,500	-	182,500	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	91,250	-	91,250	-	-	-
		91,250	-	91,250	-	-	-
		-	-	-	-	-	-
	Project Total:	182,500	-	182,500	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-1052-04	**Funding Source(s)**	
Title:	Lakeshore Blvd ER Project	Source 1	General Fund
Lead Department:	Engineering & Information Technology (1052)	Source 2	Federal Grant
Project Manager:	City Engineer/IT Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	None

Project Description: Storm Damage Repair Project.

Project Timeframe: Fiscal Year 2014 to 2015

Useful Life: 30 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Engineering & Design	60,711	-	-	60,711	-	-
Construction	613,289	-	-	-	613,289	-
	-	-	-	-	-	-
Project Total:	674,000	-	-	60,711	613,289	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	77,712	-	-	7,000	70,712	-
Federal Grant	TBD	596,288	-	-	53,711	542,577	-
		-	-	-	-	-	-
Project Total:		674,000	-	-	60,711	613,289	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-1052-05	**Funding Source(s)**	
Title:	Lakeshore Blvd. HSIPL Project	Source 1	General Fund
Lead Department:	Engineering & Information Technology (1052)	Source 2	State Grant
Project Manager:	City Engineer/IT Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	None

Project Description: Corridor safety project.

Project Timeframe: Fiscal Year 2014 to 2015

Useful Life: 25 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Engineering & Design	10,000	-	-	10,000	-	-
Construction	137,000	-	-	137,000	-	-
	-	-	-	-	-	-
Project Total:	147,000	-	-	147,000	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	14,700	-	-	14,700	-	-
State Grant	415	132,300	-	-	132,300	-	-
		-	-	-	-	-	-
Project Total:		147,000	-	-	147,000	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-1052-06	**Funding Source(s)**	
Title:	South Main Street/Lakeport Blvd Intersection	Source 1	General Fund
Lead Department:	Engineering & Information Technology (1052)	Source 2	State Grant
Project Manager:	City Engineer/IT Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	None

Project Description: Intersection improvements.

Project Timeframe: Fiscal Year 2015 to 2016

Useful Life: 25 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
PA&ED	71,000	-	-	-	71,000	-
ROW	106,000	-	-	-		106,000
Engineering & Design	88,000	-	-	-		88,000
Project Total:	265,000	-	-	-	71,000	194,000

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	30,554	-	-	-	8,186	22,368
State Grant	TBD	234,446	-	-	-	62,814	171,632
		-	-	-	-	-	-
Project Total:		265,000	-	-	-	71,000	194,000

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-1052-07	**Funding Source(s)**	
Title:	Mail Server Replacement	Source 1	General Fund
Lead Department:	Engineering & Information Technology (1052)	Source 2	Water Revenue
Project Manager:	City Engineer/IT Director	Source 3	Sewer Revenue
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	None

Project Description: New rack mounted mail server.

Project Timeframe: Fiscal Year 2013 to 2014

Useful Life: 5 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Procurement	4,000	-	4,000	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	4,000	-	4,000	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	400	-	400	-	-	-
Water Revenue	501	1,800	-	1,800	-	-	-
Sewer Revenue	601	1,800	-	1,800	-	-	-
	Project Total:	4,000	-	4,000	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-1052-08	**Funding Source(s)**	
Title:	PDC Server Replacement	Source 1	General Fund
Lead Department:	Engineering & Information Technology (1052)	Source 2	Water Revenue
Project Manager:	City Engineer/IT Director	Source 3	Sewer Revenue
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	None

Project Description: New Primary Domain Controller server.

Project Timeframe: Fiscal Year 2014 to 2015

Useful Life: 5 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Procurement	6,000	-	-	6,000	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	6,000	-	-	6,000	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	2,400	-	-	2,400	-	-
Water Revenue	501	1,800	-	-	1,800	-	-
Sewer Revenue	601	1,800	-	-	1,800	-	-
Project Total:		6,000	-	-	6,000	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-1052-09	**Funding Source(s)**	
Title:	Engineering Truck	Source 1	General Fund
Lead Department:	Engineering & Information Technology (1052)	Source 2	
Project Manager:	City Engineer/IT Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	None

Project Description: Replacement of 30 year-old truck.

Project Timeframe: Fiscal Year 2014 to 2015

Useful Life: 12 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	14,000	-	14,000	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	14,000	-	14,000	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	14,000	-	14,000	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	14,000	-	14,000	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-1052-10	**Funding Source(s)**	
Title:	Building Permitting Software	Source 1	General Fund
Lead Department:	Engineering & Information Technology (1052)	Source 2	
Project Manager:	City Engineer/IT Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	None

Project Description: Old software no longer supported - company out of business. Reviewing options for new software with needed features and industry standards.

Project Timeframe: Fiscal Year 2014 to 2015

Useful Life: 15 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	20,000	-	20,000	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	20,000	-	20,000	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	20,000	-	20,000	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	20,000	-	20,000	-	-	-

FINANCE

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-1041-01	**Funding Source(s)**	
Title:	Financial Management System Upgrade	Source 1	General Fund
Lead Department:	Finance (1041)	Source 2	Water Revenue
Project Manager:	Finance Director	Source 3	Sewer Revenue
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	Other

Project Description: Upgrade the current financial management system (FundBalance) employed by the City to manage accounts receivable, accounts payable, cash receipts, utility billing, payroll, and business license.

Project Timeframe: Fiscal Year 2013 to 2014

Useful Life: 10 Years

Element	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	-	-	-	-	-	-
Integration	34,760	-	34,760	-	-	-
Completion	9,400	-	9,400	-	-	-
Project Total:	44,160	-	44,160	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	13,248	-	13,248	-	-	-
Water Revenue	501	15,456	-	15,456	-	-	-
Sewer Revenue	601	15,456	-	15,456	-	-	-
	Project Total:	44,160	-	44,160	-	-	-

POLICE

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-2010-01	**Funding Source(s)**	
Title:	Security Windows	Source 1	General Fund
Lead Department:	Police (2010)	Source 2	Federal Grant
Project Manager:	Police Chief	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	Other

Project Description: Upgrade windows to provide proper security for PD facility.

Project Timeframe: Fiscal Year 2014 to 2014

Useful Life: 15 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	30,000	-	30,000	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	30,000	-	30,000	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	15,000	-	15,000	-	-	-
Federal Grant	TBD	15,000	-	15,000	-	-	-
		-	-	-	-	-	-
	Project Total:	30,000	-	30,000	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-2010-02	**Funding Source(s)**	
Title:	Unmarked Vehicles	Source 1	General Fund
Lead Department:	Police (2010)	Source 2	
Project Manager:	Police Chief	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	Other

Project Description: Replace aging unmarked police cars.

Project Timeframe: Fiscal Year 2015 to 2015

Useful Life: 10 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	40,000	-	40,000	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	40,000	-	40,000	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	40,000	-	40,000	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	40,000	-	40,000	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-2010-03	**Funding Source(s)**	
Title:	Body Armor	Source 1	General Fund
Lead Department:	Police (2010)	Source 2	Federal Grant
Project Manager:	Police Chief	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	Other

Project Description: Replace expired body armor.

Project Timeframe: Fiscal Year 2015 to 2015

Useful Life: 5 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	22,500	-	-	-	-	22,500
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	22,500	-	-	-	-	22,500

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	15,000	-	-	-	-	15,000
Federal Grant	110	7,500	-	-	-	-	7,500
		-	-	-	-	-	-
Project Total:		22,500	-	-	-	-	22,500

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-2010-04	**Funding Source(s)**	
Title:	Generator Replacement	Source 1	General Fund
Lead Department:	Police (2010)	Source 2	Federal Grant
Project Manager:	Police Chief	Source 3	Other
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	Other

Project Description: To provide proper redundant power supply to PD.

Project Timeframe: Fiscal Year 2014 to 2014

Useful Life: 10 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	30,000	-	30,000	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	30,000	-	30,000	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	10,000	-	10,000	-	-	-
Federal Grant	TBD	10,000	-	10,000	-	-	-
Other	TBD	10,000	-	10,000	-	-	-
	Project Total:	30,000	-	30,000	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-2010-05	**Funding Source(s)**	
Title:	Fascilities Upgrade - Floors	Source 1	General Fund
Lead Department:	Police (2010)	Source 2	
Project Manager:	Police Chief	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	Other

Project Description: Replace carpet in police station.

Project Timeframe: Fiscal Year 2013 to 2013

Useful Life: 10 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase and installation	20,000	20,000	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	20,000	20,000	-	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	20,000	20,000	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	20,000	20,000	-	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-2010-06	**Funding Source(s)**	
Title:	Fascilities Upgrade - Security Cameras	Source 1	General Fund
Lead Department:	Police (2010)	Source 2	
Project Manager:	Police Chief	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	Other

Project Description: Replace security cameras at police station.

Project Timeframe: Fiscal Year 2014 to 2014

Useful Life: 10 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase and installation	8,000	-	8,000	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	8,000	-	8,000	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	8,000	-	8,000	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	8,000	-	8,000	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-2010-07	**Funding Source(s)**	
Title:	Marked Vehicles	Source 1	General Fund
Lead Department:	Police (2010)	Source 2	Federal Grant
Project Manager:	Police Chief	Source 3	Other
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	Other

Project Description: Replace aging marked vehicles.

Project Timeframe: Fiscal Year 2017 to 2017

Useful Life: 8 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	315,000	-	-	-	-	315,000
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	315,000	-	-	-	-	315,000

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	240,000	-	-	-	-	240,000
Federal Grant	TBD	50,000	-	-	-	-	50,000
Other	TBD	25,000	-	-	-	-	25,000
Project Total:		315,000	-	-	-	-	315,000

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-2010-08	**Funding Source(s)**	
Title:	Portable Radios	Source 1	General Fund
Lead Department:	Police (2010)	Source 2	Federal Grant
Project Manager:	Police Chief	Source 3	Other
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	Other

Project Description: Upgrade outdated radio equipment.

Project Timeframe: Fiscal Year 2016 to 2016

Useful Life: 5 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	20,000	-	-	-	20,000	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	20,000	-	-	-	20,000	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	10,000	-	-	-	10,000	-
Federal Grant	TBD	5,000	-	-	-	5,000	-
Other	TBD	5,000	-	-	-	5,000	-
	Project Total:	20,000	-	-	-	20,000	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-2010-09	**Funding Source(s)**	
Title:	Telephone System	Source 1	General Fund
Lead Department:	Police (2010)	Source 2	
Project Manager:	Police Chief	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	Administrative Order

Project Description: Upgrade outdated telephone equipment.

Project Timeframe: Fiscal Year 2014 to 2014

Useful Life: 10 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	6,000	-	6,000	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	6,000	-	6,000	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	6,000	-	6,000	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	6,000	-	6,000	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-2010-10	**Funding Source(s)**	
Title:	Computer System	Source 1	General Fund
Lead Department:	Police (2010)	Source 2	Other
Project Manager:	Police Chief	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	Administrative Order

Project Description: Computer server upgrade.

Project Timeframe: Fiscal Year 2014 to 2014

Useful Life: 5 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	10,000	-	10,000	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	10,000	-	10,000	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	5,000	-	5,000	-	-	-
Other	TBD	5,000	-	5,000	-	-	-
		-	-	-	-	-	-
Project Total:		10,000	-	10,000	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-2010-11	**Funding Source(s)**	
Title:	Storage Facility	Source 1	General Fund
Lead Department:	Police (2010)	Source 2	
Project Manager:	Police Chief	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	Other

Project Description: Expand and upgrade facility.

Project Timeframe: Fiscal Year 2014 to 2014

Useful Life: 15 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	25,000	-	-	-	25,000	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	25,000	-	-	-	25,000	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	25,000	-	-	-	25,000	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	25,000	-	-	-	25,000	-

PUBLIC WORKS: ROADS & INFRASTRUCTURE

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3020-01	**Funding Source(s)**	
Title:	Eleventh Street Chip Seal	Source 1	General Fund
Lead Department:	Public Works: Road & Infrastructure	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Prep road and raise iron etc.

Project Timeframe: Fiscal Year 2013 to 2014

Useful Life: 10 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	20,000	-	20,000	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	20,000	-	20,000	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	20,000	-	20,000	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	20,000	-	20,000	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3020-02	**Funding Source(s)**	
Title:	Bevins Street Mill and Fill	Source 1	General Fund
Lead Department:	Public Works: Road & Infrastructure	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Mill out failing layer of road near Lakeport Blvd. and fill.

Project Timeframe: Fiscal Year 2014 to 2015

Useful Life: 10 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Construction	250,000	-	-	250,000	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	250,000	-	-	250,000	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	250,000	-	-	250,000	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	250,000	-	-	250,000	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3020-03	**Funding Source(s)**	
Title:	Parallel Drive Chip Seal	Source 1	General Fund
Lead Department:	Public Works: Road & Infrastructure	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Prep road and raise iron etc.

Project Timeframe: Fiscal Year 2013 to 2014

Useful Life: 10 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Construction	20,000	-	20,000	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	20,000	-	20,000	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	20,000	-	20,000	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	20,000	-	20,000	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3020-04	**Funding Source(s)**	
Title:	Hartley St. mill, fill, chip	Source 1	General Fund
Lead Department:	Public Works: Road & Infrastructure	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Prep road and raise iron etc.

Project Timeframe: Fiscal Year 2013 to 2014

Useful Life: 10 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Construction	200,000	-	125,000	75,000	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	200,000	-	125,000	75,000	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	200,000	-	125,000	75,000	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	200,000	-	125,000	75,000	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3020-05	**Funding Source(s)**	
Title:	Patch Truck	Source 1	General Fund
Lead Department:	Public Works: Road & Infrastructure	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Replace Red Tagged 1979 Ford C-800 Patch Truck.

Project Timeframe: Fiscal Year 2013 to 2014
Useful Life: 15 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	85,000	-	85,000	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	85,000	-	85,000	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	85,000	-	85,000	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	85,000	-	85,000	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3020-06	**Funding Source(s)**	
Title:	Dump Truck (1981 F-600)	Source 1	General Fund
Lead Department:	Public Works: Road & Infrastructure	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Replace Red Tagged 1981 F-600 Dump Truck.

Project Timeframe: Fiscal Year 2014 to 2015

Useful Life: 15 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	90,000	-	-	90,000	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	90,000	-	-	90,000	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	90,000	-	-	90,000	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	90,000	-	-	90,000	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3020-07	**Funding Source(s)**	
Title:	Mini Excavator	Source 1	General Fund
Lead Department:	Public Works: Road & Infrastructure	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Replace PW12 Backhoe (1986).

Project Timeframe: Fiscal Year 2014 to 2015

Useful Life: 15 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	140,000	-	-	140,000	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	140,000	-	-	140,000	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	140,000	-	-	140,000	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	140,000	-	-	140,000	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3020-08	**Funding Source(s)**	
Title:	Trailer (Haul heavy equipment)	Source 1	General Fund
Lead Department:	Public Works: Road & Infrastructure	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description:

Project Timeframe: Fiscal Year 2013 to 2014
Useful Life: 15 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	25,000	-	25,000	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	25,000	-	25,000	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	25,000	-	25,000	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	25,000	-	25,000	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3020-09	**Funding Source(s)**	
Title:	Air Compressor	Source 1	General Fund
Lead Department:	Public Works: Road & Infrastructure	Source 2	Water Revenue
Project Manager:	Public Works Director	Source 3	Sewer Revenue
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Mobile air compressor used to supply air for pneumatic tools. Replacing 1950 compressor.

Project Timeframe: Fiscal Year 2013 to 2014
Useful Life: 15 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	22,500	-	22,500	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	22,500	-	22,500	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	22,500	-	7,500	-	-	-
Water Revenue	501	-	-	7,500	-	-	-
Sewer Revenue	601	7,500	-	7,500	-	-	-
	Project Total:	22,500	-	22,500	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3020-10
Title:	Track Loader
Lead Department:	Public Works: Road & Infrastructure
Project Manager:	Public Works Director
Project Condition:	Active
Project Status:	Planning

Funding Source(s)	
Source 1	General Fund
Source 2	
Source 3	
Source 4	
Source Requirement:	

Project Description: Mini track loader for work in Parks and Road projects.

Project Timeframe: Fiscal Year 2014 to 2015

Useful Life: 15 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	80,000	-	-	80,000	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	80,000	-	-	80,000	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	80,000	-	-	80,000	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	80,000	-	-	80,000	-	-

PUBLIC WORKS: PARKS, BUILDINGS & GROUNDS

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3030-01	**Funding Source(s)**	
Title:	Corp yard admin facility HVAC	Source 1	General Fund
Lead Department:	Public Works: Parks, Buildings, Grounds (3030)	Source 2	Water Revenue
Project Manager:	Public Works Director	Source 3	Sewer Revenue
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Replace HVAC unit on administration facility.

Project Timeframe: Fiscal Year 2013 to 2014

Useful Life: 15 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	7,500	-	7,500	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	7,500	-	7,500	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	2,500	-	2,500	-	-	-
Water Revenue	501	2,500	-	2,500	-	-	-
Sewer Revenue	601	2,500	-	2,500	-	-	-
Project Total:		7,500	-	7,500	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3030-02	**Funding Source(s)**	
Title:	City Hall Security/Fire system	Source 1	General Fund
Lead Department:	Public Works: Parks, Buildings, Grounds (3030)	Source 2	Water Revenue
Project Manager:	Public Works Director	Source 3	Sewer Revenue
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: City Hall fire alarm system outdated. Replace with new security/fire alarm system.

Project Timeframe: Fiscal Year 2013 to 2014

Useful Life: 10 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	5,000	-	5,000	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	5,000	-	5,000	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	1,667	-	1,667	-	-	-
Water Revenue	501	1,667	-	1,667	-	-	-
Sewer Revenue	601	1,667	-	1,667	-	-	-
	Project Total:	5,000	-	5,000	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3030-03	**Funding Source(s)**	
Title:	City Hall Fascia	Source 1	General Fund
Lead Department:	Public Works: Parks, Buildings, Grounds (3030)	Source 2	Water Revenue
Project Manager:	Public Works Director	Source 3	Sewer Revenue
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Fascia around City Hall is rotting and needs to be replaced.

Project Timeframe: Fiscal Year 2013 to 2014

Useful Life: 15 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	10,000	-	10,000	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	10,000	-	10,000	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	3,333	-	3,333	-	-	-
Water Revenue	501	3,333	-	3,333	-	-	-
Sewer Revenue	601	3,333	-	3,333	-	-	-
	Project Total:	10,000	-	10,000	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3030-04	**Funding Source(s)**	
Title:	Paint Mechanic's building	Source 1	General Fund
Lead Department:	Public Works: Parks, Buildings, Grounds (3030)	Source 2	Water Revenue
Project Manager:	Public Works Director	Source 3	Sewer Revenue
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Remove old failing paint, prime and paint facility.

Project Timeframe: Fiscal Year 2013 to 2014

Useful Life: 10 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	3,500	-	3,500	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	3,500	-	3,500	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	1,167	-	1,167	-	-	-
Water Revenue	501	1,167	-	1,167	-	-	-
Sewer Revenue	601	1,167	-	1,167	-	-	-
	Project Total:	3,500	-	3,500	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3030-05	**Funding Source(s)**	
Title:	City Hall Bathrooms	Source 1	General Fund
Lead Department:	Public Works: Parks, Buildings, Grounds (3030)	Source 2	Water Revenue
Project Manager:	Public Works Director	Source 3	Sewer Revenue
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Refurbish bathrooms to be ADA compliant and professional in appearance.

Project Timeframe: Fiscal Year 2013 to 2014

Useful Life: 5 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Construction	10,000	-	10,000	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	10,000	-	10,000	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	3,333	-	3,333	-	-	-
Water Revenue	501	3,333	-	3,333	-	-	-
Sewer Revenue	601	3,333	-	3,333	-	-	-
	Project Total:	10,000	-	10,000	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3030-06	**Funding Source(s)**	
Title:	WS Park, Phase 1 soil	Source 1	General Fund
Lead Department:	Public Works: Parks, Buildings, Grounds (3030)	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Place topsoil on Phase 1 field at Westside Park.

Project Timeframe: Fiscal Year 2013 to 2014

Useful Life: 30 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	15,000	-	15,000	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	15,000	-	15,000	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	15,000	-	15,000	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	15,000	-	15,000	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3030-07	**Funding Source(s)**	
Title:	WS Park Lake Water Piping/Pumping	Source 1	General Fund
Lead Department:	Public Works: Parks, Buildings, Grounds (3030)	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Install water system from lake or well to Westside Park.

Project Timeframe: Fiscal Year 2013 to 2014

Useful Life: 20 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	20,000	-	20,000	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	20,000	-	20,000	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	20,000	-	20,000	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	20,000	-	20,000	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3030-08	**Funding Source(s)**	
Title:	Corp Yard & WTP Security	Source 1	General Fund
Lead Department:	Public Works: Parks, Buildings, Grounds (3030)	Source 2	Water Revenue
Project Manager:	Public Works Director	Source 3	Sewer Revenue
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Install security cameras at yard and surface water treatment facility.

Project Timeframe: Fiscal Year 2013 to 2014

Useful Life: 10 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	4,500	-	4,500	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	4,500	-	4,500	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	1,500	-	1,500	-	-	-
Water Revenue	501	1,500	-	1,500	-	-	-
Sewer Revenue	601	1,500	-	1,500	-	-	-
	Project Total:	4,500	-	4,500	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3030-09	**Funding Source(s)**	
Title:	Corp Yard Roof	Source 1	General Fund
Lead Department:	Public Works: Parks, Buildings, Grounds (3030)	Source 2	Water Revenue
Project Manager:	Public Works Director	Source 3	Sewer Revenue
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Roof repairs to Admin building at Corp yard.

Project Timeframe: Fiscal Year 2014 to 2015

Useful Life: 15 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Installation	6,000	-	-	6,000	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	6,000	-	-	6,000	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	2,000	-	-	2,000	-	-
Water Revenue	501	2,000	-	-	2,000	-	-
Sewer Revenue	601	2,000	-	-	2,000	-	-
Project Total:		6,000	-	-	6,000	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3030-10	**Funding Source(s)**	
Title:	860 N. Main Street Roof Repairs	Source 1	General Fund
Lead Department:	Public Works: Parks, Buildings, Grounds (3030)	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Replace roof at 860 Main Street (Hair Salon).

Project Timeframe: Fiscal Year 2014 to 2015

Useful Life: 15 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Installation	10,000	-	-	10,000	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	10,000	-	-	10,000	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	10,000	-	-	10,000	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	10,000	-	-	10,000	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3030-11	**Funding Source(s)**	
Title:	Parks Truck (Elec)	Source 1	General Fund
Lead Department:	Public Works: Parks, Buildings, Grounds (3030)	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Electric vehicle for work on park fields and transportation throughout city.

Project Timeframe: Fiscal Year 2014 to 2015

Useful Life: 10 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	10,000	-	-	10,000	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	10,000	-	-	10,000	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	10,000	-	-	10,000	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	10,000	-	-	10,000	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3030-12	**Funding Source(s)**	
Title:	Large Mower	Source 1	General Fund
Lead Department:	Public Works: Parks, Buildings, Grounds (3030)	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Large mower capable of handling phase 1 and 2 at Westside Park.

Project Timeframe: Fiscal Year 2014 to 2015

Useful Life: 10 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	10,000	-	-	10,000	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	10,000	-	-	10,000	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	10,000	-	-	10,000	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	10,000	-	-	10,000	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3030-13	**Funding Source(s)**	
Title:	Thatcher/Seeder	Source 1	General Fund
Lead Department:	Public Works: Parks, Buildings, Grounds (3030)	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Thatcher/Seeder for park field maintenance.

Project Timeframe: Fiscal Year 2014 to 2015
Useful Life: 10 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	10,000	-	-	10,000	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	10,000	-	-	10,000	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	10,000	-	-	10,000	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	10,000	-	-	10,000	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3030-14	**Funding Source(s)**	
Title:	Aerators	Source 1	General Fund
Lead Department:	Public Works: Parks, Buildings, Grounds (3030)	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Aerators for park field maintenance.

Project Timeframe: Fiscal Year 2015 to 2016

Useful Life: 10 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	1,500	-	-	-	1,500	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	1,500	-	-	-	1,500	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	1,500	-	-	-	1,500	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	1,500	-	-	-	1,500	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3030-15	**Funding Source(s)**	
Title:	Dock Replacement	Source 1	General Fund
Lead Department:	Public Works: Parks, Buildings, Grounds (3030)	Source 2	Federal Grant
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Replace docks at Library Park.

Project Timeframe: Fiscal Year 2014 to 2015

Useful Life: 15 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Installation	800,000	-	-	800,000	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	800,000	-	-	800,000	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	400,000	-	-	400,000	-	-
Federal Grant	TBD	400,000	-	-	400,000	-	-
		-	-	-	-	-	-
	Project Total:	800,000	-	-	800,000	-	-

PUBLIC WORKS: POOL

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3050-01	**Funding Source(s)**	
Title:	Pool filter media replacement	Source 1	General Fund
Lead Department:	Public Works: Westshore Pool (3050)	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Replace media within filter unit. May need to contract work if confined space.

Project Timeframe: Fiscal Year 2013 to 2014

Useful Life: 5 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	4,000	-	4,000	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	4,000	-	4,000	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	4,000	-	4,000	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	4,000	-	4,000	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3050-02	**Funding Source(s)**	
Title:	Pool Re-plastering	Source 1	General Fund
Lead Department:	Public Works: Westshore Pool (3050)	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Replaster pool.

Project Timeframe: Fiscal Year 2015 to 2016

Useful Life: 10 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Construction	30,000	-	-	-	30,000	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	30,000	-	-	-	30,000	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	30,000	-	-	-	30,000	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	30,000	-	-	-	30,000	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3050-03	**Funding Source(s)**	
Title:	Pool Bathrooms	Source 1	General Fund
Lead Department:	Public Works: Westshore Pool (3050)	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Repair/replace floors and stalls.

Project Timeframe: Fiscal Year 2013 to 2014

Useful Life: 10 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Construction	15,000	-	15,000	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	15,000	-	15,000	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	15,000	-	15,000	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	15,000	-	15,000	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3050-04	**Funding Source(s)**	
Title:	Pool Pump	Source 1	General Fund
Lead Department:	Public Works: Westshore Pool (3050)	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Replace pump and motor.

Project Timeframe: Fiscal Year 2013 to 2014

Useful Life: 10 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Installation	5,000	-	5,000	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	5,000	-	5,000	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	5,000	-	5,000	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	5,000	-	5,000	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3050-05	**Funding Source(s)**	
Title:	Chemical analyzer	Source 1	General Fund
Lead Department:	Public Works: Westshore Pool (3050)	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: New pH and Chlorine analyzer

Project Timeframe: Fiscal Year 2013 to 2014

Useful Life: 5 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	3,000	-	3,000	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	3,000	-	3,000	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	3,000	-	3,000	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	3,000	-	3,000	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3050-06	**Funding Source(s)**	
Title:	Pool Cover	Source 1	General Fund
Lead Department:	Public Works: Westshore Pool (3050)	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: New cover for pool

Project Timeframe: Fiscal Year 2013 to 2014

Useful Life: 5 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	2,500	-	2,500	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	2,500	-	2,500	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	110	2,500	-	2,500	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	2,500	-	2,500	-	-	-

PUBLIC WORKS: WATER O&M

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3060-01	**Funding Source(s)**	
Title:	Green Ranch Purchase	Source 1	Bond/Loan
Lead Department:	Public Works: Water O&M (3060)	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Completed	Source 4	
Project Status:	Completed		
		Source Requirement:	Water Master Plan

Project Description: Purchase 7 acres with two known productive wells. Secure water production capability of the Green Ranch Wells.

Project Timeframe: Fiscal Year 2013 to 2013

Useful Life: 100 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	700,000	700,000	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	700,000	700,000	-	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Bond/Loan	504	700,000	700,000	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	700,000	700,000	-	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3060-02	**Funding Source(s)**	
Title:	Well Installation	Source 1	Bond/Loan
Lead Department:	Public Works: Water O&M (3060)	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	Water Master Plan

Project Description: Install 2 new wells to reduce/eliminate need for Creek Wells. The potential loss of City Creek wells necessitates the need to install additional wells.

Project Timeframe: Fiscal Year 2013 to 2016
Useful Life: 30 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Engineering & Design	300,000	-	-	-	300,000	-
Construction	1,900,000	-	-	-	1,900,000	-
	-	-	-	-	-	-
Project Total:	2,200,000	-	-	-	2,200,000	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Bond/Loan	504	2,200,000	-	-	-	2,200,000	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	2,200,000	-	-	-	2,200,000	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3060-03	**Funding Source(s)**	
Title:	Water Meter Replacement	Source 1	Bond/Loan
Lead Department:	Public Works: Water O&M (3060)	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	Permit

Project Description: Replace water meters with devices that contain less than 8% lead, and are automated. Reduce potential lead leaching and increase the accuracy and efficiency of meter reading process.

Project Timeframe: Fiscal Year 2013 to 2014
Useful Life: 15 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	600,000	-	600,000	-	-	-
Installation	224,000	-	224,000	-	-	-
	-	-	-	-	-	-
Project Total:	824,000	-	824,000	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Bond/Loan	504	824,000	-	824,000	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	824,000	-	824,000	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3060-04	**Funding Source(s)**	
Title:	SCADA Replacement	Source 1	Bond/Loan
Lead Department:	Public Works: Water O&M (3060)	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	Water Master Plan

Project Description: Replace automated controls to pump and treatment facilities. Current control systems are no longer supported by manufacture. Controls are becoming unreliable.

Project Timeframe: Fiscal Year 2013 to 2014
Useful Life: 15 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	300,000	300,000	-	-	-	-
Installation	211,800	-	211,800	-	-	-
	-	-	-	-	-	-
Project Total:	511,800	300,000	211,800	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Bond/Loan	504	511,800	300,000	211,800	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	511,800	300,000	211,800	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3060-05
Title:	Loop Water Main - South Main Street
Lead Department:	Public Works: Water O&M (3060)
Project Manager:	Public Works Director
Project Condition:	Active
Project Status:	Planning

Funding Source(s)	
Source 1	Bond/Loan
Source 2	
Source 3	
Source 4	
Source Requirement:	Permit

Project Description: Loop to ensure system reliability, minimize pipe size for fire flow, and water quality. Area for loop water main needs to be annexed Department policy to loop water mains.

Project Timeframe: Fiscal Year 2014 to 2014

Useful Life: 30 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Planning	50,000	-	50,000	-	-	-
Engineering & Design	100,000	-	100,000	-	-	-
Construction	470,000	-	470,000	-	-	-
Project Total:	620,000	-	620,000	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Bond/Loan	504	620,000	-	620,000	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	620,000	-	620,000	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3060-06	**Funding Source(s)**	
Title:	Replace Carbon Media	Source 1	Water Revenue
Lead Department:	Public Works: Water O&M (3060)	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Purchase		
		Source Requirement:	Permit

Project Description: 2 of the 4 carbon vessels need the carbon media replaced. Carbon filtration is a current treatment process in permit.

Project Timeframe: Fiscal Year 2013 to 2013

Useful Life: 10 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	90,000	-	90,000	-	-	-
Installation	5,000	-	5,000	-	-	-
	-	-	-	-	-	-
Project Total:	95,000	-	95,000	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Water Revenue	501	95,000	-	95,000	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	95,000	-	95,000	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3060-07	**Funding Source(s)**	
Title:	Refurbish Water Storage Tanks	Source 1	Water Revenue
Lead Department:	Public Works: Water O&M (3060)	Source 2	Bond/Loan
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	Permit

Project Description: Paint within the storage take is failing and peeling off into the water. Tank inspection in 2011 found paint peeling inside 1.5 MG tank. Repaint to protect metal & Health.

Project Timeframe: Fiscal Year 2013 to 2014
Useful Life: 10 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Installation	630,000	30,000	600,000	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	630,000	30,000	600,000	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Water Revenue	501	30,000	30,000	-	-	-	-
Bond/Loan	504	600,000	-	600,000	-	-	-
0		-	-	-	-	-	-
	Project Total:	630,000	30,000	600,000	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3060-08	**Funding Source(s)**	
Title:	Replace VFD Drives	Source 1	Water Revenue
Lead Department:	Public Works: Water O&M (3060)	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Variable frequency drives exceeded life expectancy resulting in costly repeated repairs. The water system has 11 VFD's that need to be replaced. Program 3 per year.

Project Timeframe: Fiscal Year 2013 to 2017
Useful Life: 10 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	100,000	20,000	20,000	20,000	20,000	20,000
Installation	20,000	4,000	4,000	4,000	4,000	4,000
	-	-	-	-	-	-
Project Total:	120,000	24,000	24,000	24,000	24,000	24,000

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Water Revenue	501	120,000	24,000	24,000	24,000	24,000	24,000
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	120,000	24,000	24,000	24,000	24,000	24,000

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3060-09	**Funding Source(s)**	
Title:	Replace W51 2000 Chevy 1500	Source 1	Water Revenue
Lead Department:	Public Works: Water O&M (3060)	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Series of equipment failure in 2011 (fuel pump & intake valve). Reaching life cycle. Truck is nearing life cycle.

Project Timeframe: Fiscal Year 2013 to 2013

Useful Life: 10 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	25,000	25,000	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	25,000	25,000	-	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Water Revenue	501	25,000	25,000	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	25,000	25,000	-	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3060-10	**Funding Source(s)**	
Title:	Replace W54 1991 Ford F-250	Source 1	Water Revenue
Lead Department:	Public Works: Water O&M (3060)	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Series of recent equipment failures exceeded the value of vehicle. Truck is red tagged. Unsafe to drive.

Project Timeframe: Fiscal Year 2013 to 2013

Useful Life: 10 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	30,000	30,000	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	30,000	30,000	-	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Water Revenue	501	30,000	30,000	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	30,000	30,000	-	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3060-11	**Funding Source(s)**	
Title:	Replace W55 2000 Chevy 2500	Source 1	Water Revenue
Lead Department:	Public Works: Water O&M (3060)	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Series of equipment failure in 2011 (fuel pump) Reaching life cycle.

Project Timeframe: Fiscal Year 2013 to 2013

Useful Life: 10 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	30,000	-	-	-	30,000	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	30,000	-	-	-	30,000	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Water Revenue	501	30,000	-	-	-	30,000	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	30,000	-	-	-	30,000	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3060-12	**Funding Source(s)**	
Title:	Replace S42 1991 Ford F350	Source 1	Water Revenue
Lead Department:	Public Works: Water O&M (3060)	Source 2	Sewer Revenue
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Used by underground construction crew. 50% cost sharing with sewer.

Project Timeframe: Fiscal Year 2013 to 2013

Useful Life: 10 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	35,000	-	-	35,000	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	35,000	-	-	35,000	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Water Revenue	501	17,500	-	-	17,500	-	-
Sewer Revenue	601	17,500	-	-	17,500	-	-
		-	-	-	-	-	-
	Project Total:	35,000	-	-	35,000	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3060-13	**Funding Source(s)**	
Title:	Repalce S44 1986 Aquatech	Source 1	Water Revenue
Lead Department:	Public Works: Water O&M (3060)	Source 2	Sewer Revenue
Project Manager:	Public Works Director	Source 3	General Fund
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Used to clean sewers and storm drains, and to excavate emergency repairs. Used to clean sewers and storm drains, vac earth.

Project Timeframe: Fiscal Year 2013 to 2013

Useful Life: 10 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	75,000	-	-	-	75,000	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	75,000	-	-	-	75,000	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Water Revenue	501	25,000	-	-	-	25,000	-
Sewer Revenue	601	25,000	-	-	-	25,000	-
General Fund	110	25,000	-	-	-	25,000	-
	Project Total:	75,000	-	-	-	75,000	-

PUBLIC WORKS: SEWER O&M

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3070-01	**Funding Source(s)**	
Title:	SCADA Replacement	Source 1	Bond/Loan
Lead Department:	Public Works: Sewer O&M (3070)	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	Water Master Plan

Project Description: Install automated controls & communications to pump and treatment facilities. Required for SSMP and Permit compliance.

Project Timeframe: Fiscal Year 2013 to 2014
Useful Life: 15 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Purchase	600,000	-	600,000	-	-	-
Installation	81,800	-	81,800	-	-	-
	-	-	-	-	-	-
Project Total:	681,800	-	681,800	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Bond/Loan	604	681,800	-	681,800	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	681,800	-	681,800	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3070-02	**Funding Source(s)**	
Title:	Treatment Pond Improvements	Source 1	Bond/Loan
Lead Department:	Public Works: Sewer O&M (3070)	Source 2	State Grant
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	Water Master Plan

Project Description: Install slop protection and remove sludge. Needed to prevent failure of earthen embankments and restore/improve treatment capacity.

Project Timeframe: Fiscal Year 2013 to 2014
Useful Life: 15 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Construction	1,023,681	-	1,023,681	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	1,023,681	-	1,023,681	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Bond/Loan	604	1,023,681	-	1,023,681	-	-	-
State Grant	TBD	-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	1,023,681	-	1,023,681	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3070-03	**Funding Source(s)**	
Title:	New Pump Station	Source 1	Bond/Loan
Lead Department:	Public Works: Sewer O&M (3070)	Source 2	State Grant
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	Water Master Plan

Project Description: Install new pumpstation and abandon current. New station to be out of flood zone, have automated controls, and have safety features for operators.

Project Timeframe: Fiscal Year 2013 to 2014

Useful Life: 15 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Construction	74,000	-	74,000	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	74,000	-	74,000	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Bond/Loan	604	74,000	-	74,000	-	-	-
State Grant	TBD	-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	74,000	-	74,000	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3070-04	**Funding Source(s)**	
Title:	Collection System Improvements (I&I)	Source 1	Sewer Revenue
Lead Department:	Public Works: Sewer O&M (3070)	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	Permit

Project Description: Locate and seal sections of collection system identified to have excessive I&I. Required in permit. ID in Master Plan.

Project Timeframe: Fiscal Year 2013 to 2014
Useful Life: 15 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Construction	450,000	-	450,000	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	450,000	-	450,000	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Sewer Revenue	604	450,000	-	450,000	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	450,000	-	450,000	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3070-05	**Funding Source(s)**	
Title:	Sewer Main Upsizing	Source 1	Bond/Loan
Lead Department:	Public Works: Sewer O&M (3070)	Source 2	State Grant
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	Regulatory

Project Description: Enlarge section of sewer main located in Main St. from 8 inch to 12 inch. Clearlake Ave. to 6th St. Required in Notice of Violation. Master Plan.

Project Timeframe: Fiscal Year 2013 to 2014

Useful Life: 15 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Construction	367,500	-	367,500	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	367,500	-	367,500	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Bond/Loan	604	367,500	-	367,500	-	-	-
State Grant	TBD	-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	367,500	-	367,500	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3070-06	**Funding Source(s)**	
Title:	HWY 29 Tunnel Sewer Main Improvements	Source 1	Bond/Loan
Lead Department:	Public Works: Sewer O&M (3070)	Source 2	State Grant
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Inspect 3 sewer main pipes and supports located in 72 inch tunnel and repair. Last inspection noted corrosion on bracing and pipes.

Project Timeframe: Fiscal Year 2013 to 2014

Useful Life: 15 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Construction	422,500	-	422,500	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	422,500	-	422,500	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Bond/Loan	604	422,500	-	422,500	-	-	-
State Grant	TBD	-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	422,500	-	422,500	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3070-07	**Funding Source(s)**	
Title:	Treatment Pond Aerator Replacement	Source 1	Sewer Revenue
Lead Department:	Public Works: Sewer O&M (3070)	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	Permit

Project Description: Installed in 1991 these 7 aerators are failing. Expect to replace 3 within the next 5 years. Aerators are required as part of sewer treatment process.

Project Timeframe: Fiscal Year 2016 to 2017

Useful Life: 15 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Construction	21,000	-	-	-	-	21,000
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	21,000	-	-	-	-	21,000

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Sewer Revenue	601	21,000	-	-	-	-	21,000
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	21,000	-	-	-	-	21,000

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3070-08
Title:	Recap #1 Pump Replacement
Lead Department:	Public Works: Sewer O&M (3070)
Project Manager:	Public Works Director
Project Condition:	Active
Project Status:	Planning

Funding Source(s)	
Source 1	Sewer Revenue
Source 2	
Source 3	
Source 4	
Source Requirement:	Permit

Project Description: Installed in 1991 these 7 aerators are failing. Expect to replace 3 within the next 5 years. Aerators are required as part of sewer treatment process.

Project Timeframe: Fiscal Year 2014 to 2015

Useful Life: 15 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Construction	10,000	-	-	10,000	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	10,000	-	-	10,000	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Sewer Revenue	601	10,000	-	-	10,000	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	10,000	-	-	10,000	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3070-09	**Funding Source(s)**	
Title:	Sewer Lifstation Pump Replacement	Source 1	Sewer Revenue
Lead Department:	Public Works: Sewer O&M (3070)	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	Permit

Project Description: Most of the pumps in use today are over 20 years old and rebuilt. Expect to replace 4 in next 5 years. Used to transport raw untreated sewage to treatment and disposal facilities.

Project Timeframe: Fiscal Year 2016 to 2017

Useful Life: 15 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Construction	60,000	-	-	-	-	60,000
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	60,000	-	-	-	-	60,000

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Sewer Revenue	601	60,000	-	-	-	-	60,000
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	60,000	-	-	-	-	60,000

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3070-10	**Funding Source(s)**	
Title:	S7 Portable Generator 40kw 1970	Source 1	Sewer Revenue
Lead Department:	Public Works: Sewer O&M (3070)	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Backup power source to large sewer pump stations (and wells). This generator is used to provide power to Lakeport Blvd. sewer pump station when needed. 50% w/501.

Project Timeframe: Fiscal Year 2016 to 2017

Useful Life: 15 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Construction	30,000	-	-	-	-	30,000
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	30,000	-	-	-	-	30,000

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Sewer Revenue	601	30,000	-	-	-	-	30,000
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	30,000	-	-	-	-	30,000

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3070-11
Title:	S14 Portable Generator 30kw 1961
Lead Department:	Public Works: Sewer O&M (3070)
Project Manager:	Public Works Director
Project Condition:	Active
Project Status:	Planning

Funding Source(s)	
Source 1	Sewer Revenue
Source 2	
Source 3	
Source 4	
Source Requirement:	

Project Description: Backup power source to medium sized sewer pump stations. Provide power to Rose Ave, Clearlake Ave, Martin St sewer pump stations when needed.

Project Timeframe: Fiscal Year 2016 to 2017

Useful Life: 15 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Construction	25,000	-	-	-	-	25,000
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	25,000	-	-	-	-	25,000

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Sewer Revenue	601	25,000	-	-	-	-	25,000
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	25,000	-	-	-	-	25,000

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3070-12	**Funding Source(s)**	
Title:	S42 1991 Ford F350 Replacement	Source 1	Sewer Revenue
Lead Department:	Public Works: Sewer O&M (3070)	Source 2	Water Revenue
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Used by underground construction crew. 50% cost sharing with Water.

Project Timeframe: Fiscal Year 2013 to 2014

Useful Life: 15 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Construction	35,000	35,000	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	35,000	35,000	-	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Sewer Revenue	601	17,500	17,500	-	-	-	-
Water Revenue	501	17,500	17,500	-	-	-	-
		-	-	-	-	-	-
	Project Total:	35,000	35,000	-	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3070-13	**Funding Source(s)**	
Title:	S44 1986 Aquatech	Source 1	Sewer Revenue
Lead Department:	Public Works: Sewer O&M (3070)	Source 2	Water Revenue
Project Manager:	Public Works Director	Source 3	General Fund
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Used to clean sewers and storm drains, and to excavate emergency repairs. 50% sewer, 25% water, 25% gen fund.

Project Timeframe: Fiscal Year 2013 to 2014

Useful Life: 15 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Construction	75,000	75,000	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	75,000	75,000	-	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Sewer Revenue	601	25,000	25,000	-	-	-	-
Water Revenue	501	25,000	25,000	-	-	-	-
General Fund	110	25,000	25,000	-	-	-	-
	Project Total:	75,000	75,000	-	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3070-14	**Funding Source(s)**	
Title:	S46 1993 Chevy 350	Source 1	Sewer Revenue
Lead Department:	Public Works: Sewer O&M (3070)	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Used for Sewer Operations. Repairs for this truck have exceeded its value.

Project Timeframe: Fiscal Year 2013 to 2014

Useful Life: 15 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Construction	30,000	30,000	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	30,000	30,000	-	-	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Sewer Revenue	601	15,000	15,000	-	-	-	-
	501	15,000	15,000	-	-	-	-
		-	-	-	-	-	-
	Project Total:	30,000	30,000	-	-	-	-

City of Lakeport
Capital Improvement Program
Project Budget Detail

Period (FY): 2013-2017

Project Number:	2013-3070-15	**Funding Source(s)**	
Title:	Sewer Camera	Source 1	Sewer Revenue
Lead Department:	Public Works: Sewer O&M (3070)	Source 2	
Project Manager:	Public Works Director	Source 3	
Project Condition:	Active	Source 4	
Project Status:	Planning		
		Source Requirement:	

Project Description: Used to inspect underground pipes.

Project Timeframe: Fiscal Year 2014 to 2015

Useful Life: 15 Years

Element(s)	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Construction	5,000	-	-	5,000	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Project Total:	5,000	-	-	5,000	-	-

Total by Fund	Fund No	Total Cost	Project Budget 2012-13	2013-14	2014-15	2015-16	2016-17
Sewer Revenue	601	2,500	-	-	5,000	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	Project Total:	5,000	-	-	5,000	-	-

ATTACHMENTS

BUDGET RESOLUTION

GANN LIMIT RESOLUTION

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BUDGET RESOLUTION

RESOLUTION NO. 2543 (2015)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEPORT, THE SUCCESSOR AGENCY TO THE LAKEPORT REDEVELOPMENT AGENCY, AND THE BOARD OF THE CITY OF LAKEPORT MUNICIPAL SEWER DISTRICT ADOPTING THE ANNUAL BUDGET FOR FISCAL YEAR 2015-16

WHEREAS, the City Council of the City of Lakeport, the Successor Agency to the Lakeport Redevelopment Agency, and Board of the City of Lakeport Municipal Sewer District has reviewed the Annual Budget for the Fiscal Year 2015-16; and

WHEREAS, included in said budget are the necessary estimates of anticipated revenues and assessed evaluations for the properties subject to taxation by the City.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lakeport hereby adopts the budget for the City of Lakeport, the Successor Agency to the Lakeport Redevelopment Agency, and City of Lakeport Municipal Sewer District for the fiscal year beginning July 1, 2015, and ending June 30, 2016, appropriating the sum of $20,923,005; and

THIS RESOLUTION was passed by the City Council of the City of Lakeport at a regular meeting thereof on the 16th day of June, 2015, by the following vote:

AYES:	Council Members Turner, Mattina, Parlet, and Spillman, and Mayor Scheel
NOES:	None
ABSTAINING:	None
ABSENT:	None

MARTIN SCHEEL, Mayor and Chair

ATTEST:

Janel M. Chapman
JANEL M. CHAPMAN, City Clerk

THE WITHIN INSTRUMENT IS A CORRECT COPY OF THE ORIGINAL ON FILE IN THIS OFFICE.

ATTEST: Janel M. Chapman
CITY CLERK / DEPUTY CITY CLERK
STATE OF CALIFORNIA, CITY OF LAKEPORT

Resolution No. 2543 (2015) Page 1

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GANN LIMIT RESOLUTION

RESOLUTION NO. 2544 (2015)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEPORT ESTABLISHING THE FISCAL YEAR 2015-16 APPROPRIATIONS LIMIT FOR THE CITY OF LAKEPORT

WHEREAS, pursuant to *Government Code* Section 7910, the City Council must, by resolution, establish its appropriations limit for each fiscal year.

NOW, THEREFORE, BE IT RESOLVED THAT the appropriations limit for the City of Lakeport for the 2015-16 Fiscal Year shall be Ten Million, Eight Hundred and Seventy-Two Thousand, Nine Hundred and Thirteen Dollars ($10,872,913).

This resolution was adopted by the City Council of the City of Lakeport at a regular meeting thereof on the 16th day of June, 2015, by the following vote:

AYES:	Council Members Turner, Mattina, Parlet, and Spillman, and Mayor Scheel
NOES:	None
ABSTAINING:	None
ABSENT:	None

MARTIN SCHEEL, Mayor

ATTEST:

Janel M. Chapman
JANEL M. CHAPMAN, City Clerk

THE WITHIN INSTRUMENT IS A CORRECT COPY OF THE ORIGINAL ON FILE IN THIS OFFICE.
ATTEST: Janel M. Chapman 06/25/2015
CITY CLERK / ~~DEPUTY CITY CLERK~~
STATE OF CALIFORNIA, CITY OF LAKEPORT

GANN LIMIT CALCULATION

Gann Limit Calculation

FY 2015-16

Per Capita Cost of Living Change =	3.82 percent		
Population Change (City) =	-0.61 percent		
Per Capita Cost of Living converted to a ratio:	$\frac{3.82 + 100}{100}$	=	1.0382
Population converted to a ratio:	$\frac{(0.61) + 100}{100}$	=	0.9939
Calculation of factor for FY 2015-16:	1.0382 x 0.9939	=	1.0319
Appropriations Limit, Fiscal Year 2014-15	$ 10,537,127		
Appropriations Limit, Fiscal Year 2015-16	**$ 10,872,913**		
($10,537,127 x 1.0319)			

FY 2015-16 appropriations subject to Gann Limit

FISCAL YEAR 2015-16	**Budget Estimates**
Property Taxes	$ 860,443
Sales Taxes	2,173,874
Special Taxes	434,999
State Subventions	170,000
Franchise Taxes	188,000
Business License Taxes	95,000
	$ 3,922,316

Percentage Use of Appropriations Limit **36.07%**

APPENDICES

TRANSFERS SCHEDULE

DEBT SCHEDULE

PERSONNEL SCHEDULES

GLOSSARY OF TERMS

ACCOUNTING STRUCTURE

BUDGET POLICIES

FINANCIAL MANAGEMENT POLICIES

BUDGET SCHEDULE

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TRANSFERS SCHEDULE

Fiscal Year 2015-16
SCHEDULE OF TRANSFERS

Fund Transferring From (Transfers Out)			Fund Transferring To (Transfers In)		
Fund Number	**Fund Name**	**Amount**	**Fund Number**	**Fund Name**	**Amount**
110	General	12,000	501	Water O&M	12,000
110	General	20,500	601	Sewer O&M	20,500
110	General	40,000	410	Lakeshore Blvd ER	40,000
110	General	222,000	140	General Debt Service	222,000
130	Capital Projects	75,000	110	General	75,000
203	Gas Tax (HUTA)	20,000	110	General	20,000
207	Prop 172 Public Safety	25,000	110	General	25,000
209	Housing (HUD)	9,500	110	General	9,500
210	CDBG PI (ED)	15,000	110	General	15,000
211	BSCC Law Enforcement Subvention	55,000	140	General Debt Service	55,000
228	CDBG PI (Housing)	40,000	210	CDBG PI (ED)	40,000
234	Business Stablization Program	5,300	110	General	5,300
240	2012 HOME Grant	20,000	110	General	20,000
414	Storm Drainage	4,200	110	General	4,200
501	Water O&M	2,500,000	504	USDA Water Project	2,500,000
601	Sewer O&M	4,000,000	604	USDA Sewer Project	4,000,000
605	CLMSD Assessment	4,000	110	General	4,000
705	RDA Successor Agency	79,675	110	General	79,675
705	RDA Successor Agency	2,000,000	130	Capital Projects	2,000,000
					-
Total Transfers Out		$ 9,147,175	**Total Transfers In**		$ 9,147,175

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DEBT SCHEDULES

The following are the debt obligations for which the City is responsible for or is acting as a fiduciary to service.

Governmental fund activities:

Series 2013 Water Revenue Notes
Expected loan with USDA Rural Development for the purchase of real property to serve as the new police station. Total issue is not to exceed $1,097,000. Annual principal and interest payments are expected to be $50,996 at a rate of 3.5 percent over 40 years.

Balance due $ 1,097,000

Proprietary (enterprise) fund activities:

Series 2013 Water Revenue Notes
Interim financing through the Bank of Nevada, total issue not to exceed $6,675,000. Proceeds are used to refund loan with West America Bank and to provide interim financing for USDA water grant and loan funding. Semi-annual payments of varying amounts based on outstanding principal, at an annual interest rate of 1.99 percent, are due March 19 and September 19 each year. Payments are secured by water fund revenue. The obligation matures in the year 2016.

Balance due $ 4,840,427

1998 Water Project Loan
Series 2000 COPS bond with USDA Rural Development. Total issue $3,050,000. Annual principal and interest payments of approximately $105,000, at an interest rate of 4.75 percent, are due February 1 and August 1 each year. Payments are secured by water fund revenue. The obligation matures in the year 2039.

Balance due $ 2,500,000

1993 CLMSD Sewer District Assessment Bonds
Series 1993-1 bond with USDA Rural Development. Total issue $5,196,270. Annual principal and interest payments of approximately $115,000, at an interest rate of 5 percent, are due March 1 and September 1 each year, secured by Municipal Sewer District No.1 revenue from the South Assessment District 91-1 area. The total obligation matures in the year 2032.

Balance due $ 3,560,000

Wastewater Revenue Bonds, 2007 Series A
2007 Series A, total issue $3,060,000. Annual principal is due on September 1 and interest payments at 5.31 percent are due September 1 and March 1 each year, which are secured by wastewater fund revenue. The total obligation matures in the year 2037.

Balance due $ 2,715,000

Water Main Extension Loan (Mendocino College)
The City financed a water main extension project in part through a loan with Mendocino College. The total obligation is $360,512. The term of the loan is 5 years with final payment to be made by January 1, 2017.

Balance due $ 216,186

Fiduciary activities:

2004 Series A Bonds
2004 Series A bond, total issue $1,070,000. Annual principal is due on September 1 and interest payments are due semi-annually, at an interest rate of 5.25 percent, September 1 and March 1 each year. Payments are secured by redevelopment tax increment revenue, maturing in year 2035.

Balance due $ 1,050,000

2004 Series B Bonds

2004 Series B bond, total issue $1,170,000. Annual principal is due on September 1 and interest payments are due semi-annually, at an annual interest rate of 5.31 percent, September 1 and March 1 each year. Payments are secured by redevelopment tax increment revenue, maturing in year 2035.

Balance due $ 790,000

2008 Series Bonds

2008 Series bond, total issue $3,425,000. Annual principal is due on September 1 and interest payments are due semi-annually, at an interest rate of 5.31 percent, September 1 and March 1 each year. Payments are secured by redevelopment tax increment revenue, maturing in year 2038.

Balance due $ 3,345,000

Future debt service for governmental activities at July 1, 2015, is as follows:

	Governmental Activities					
Year Ending	Real Property Acquisition					
June 30,	USDA Rural Development					
	Principal	Interest	Principal	Interest	Principal	Interest
2016	12,805	38,190				
2017	13,260	37,735				
2018	13,732	37,263				
2019-2023	76,344	178,635				
2024-2028	90,922	164,058				
2029-2033	108,283	146,697				
2034-2055	781,654	340,263				
Total	$ 1,097,000	$ 942,841	$ -	$ -	$ -	$ -
Due within one year	$ 12,805	$ 38,190	$ -	$ -	$ -	$ -
Due after one year	1,084,195	904,651	-	-	-	-
Total	$ 1,097,000	$ 942,841	$ -	$ -	$ -	$ -

Future debt service for enterprise (business) activities at July 1, 2015, is as follows:

Year Ending June 30,	Business-type Activities					
	Series 2013 Water Revenue Notes Bank of Nevada		1998 Water Project Loan Series 2000 USDA Rural Dev		1993 CLMSD Assessment Bond Series 1993-1 (91-1)	
	Principal	Interest	Principal	Interest	Principal	Interest
2016	91,594	56,946	54,000	117,468	125,000	174,875
2017	4,748,833	94,502	57,000	114,831	135,000	168,375
2018	-	-	59,500	112,064	140,000	161,500
2019-2023	-	-	343,000	523,998	810,000	693,000
2024-2028	-	-	432,000	422,394	1,030,000	464,250
2029-2033	-	-	545,000	306,897	1,320,000	171,250
2034-2038	-	-	1,009,500	157,788	-	-
Total	$ 4,840,427	$ 151,448	$ 2,500,000	$ 1,755,440	$ 3,560,000	$ 1,833,250
Due within one year	$ 91,594	$ 56,946	$ 54,000	$ 117,468	$ 125,000	$ 174,875
Due after one year	4,748,833	94,502	2,446,000	1,637,972	3,435,000	1,658,375
Total	$ 4,840,427	$ 151,448	$ 2,500,000	$ 1,755,440	$ 3,560,000	$ 1,833,250

Year Ending June 30,	Wastewater Revenue Bond Series 2007A CSCDA		Water Main Extension Loan Mendocino College		Total	
	Principal	Interest	Principal	Interest	Principal	Interest
2016	65,000	122,640	72,102	-	407,696	471,929
2017	70,000	119,760	72,102	-	5,082,935	497,468
2018	70,000	116,960	71,982	-	341,482	390,524
2019-2023	410,000	536,338	-	-	1,563,000	1,753,336
2024-2028	500,000	435,425	-	-	1,962,000	1,322,069
2029-2033	625,000	306,873	-	-	2,490,000	785,020
2034-2038	975,000	144,958	-	-	1,984,500	302,746
Total	$ 2,715,000	$ 1,782,954	$ 216,186	$ -	$ 13,831,613	$ 5,523,091
Due within one year	$ 65,000	$ 122,640	$ 72,102	$ -	$ 407,696	$ 471,929
Due after one year	2,650,000	1,660,314	144,084	-	13,423,917	5,051,163
Total	$ 2,715,000	$ 1,782,954	$ 216,186	$ -	$ 13,831,613	$ 5,523,091

Future debt service for fiduciary activities at July 1, 2015, is as follows:

Year Ending June 30,	Fiduciary Activities			
	2004 RDA Tax Exempt Bond Series A		2004 RDA Tax Exempt Bond Series B	
	Principal	Interest	Principal	Interest
2016	-	55,125	50,000	42,512
2017	-	55,125	50,000	39,832
2018	-	55,125	55,000	37,018
2019-2023	-	275,625	315,000	136,531
2024-2028	100,000	272,738	320,000	37,008
2029-2033	550,000	179,813	-	-
2034-2038	400,000	32,288	-	-
Total	$ 1,050,000	$ 925,839	$ 790,000	$ 292,901
Due within one year	$ -	$ 55,125	$ 50,000	$ 42,512
Due after one year	1,050,000	870,714	740,000	250,389
Total	$ 1,050,000	$ 925,839	$ 790,000	$ 292,901

Year Ending June 30,	2008 Tax Allocation Bond Redevelopment Agency		Total	
	Principal	Interest	Principal	Interest
2016	15,000	163,628	65,000	261,265
2017	15,000	163,061	65,000	258,018
2018	20,000	162,373	75,000	254,516
2019-2023	300,000	787,270	615,000	1,199,426
2024-2028	580,000	681,955	1,000,000	991,701
2029-2033	845,000	505,235	1,395,000	685,048
2034-2038	1,570,000	266,339	1,970,000	298,627
Total	$ 3,345,000	$ 2,729,861	$ 5,185,000	$ 3,948,601
Due within one year	$ 15,000	$ 163,628	$ 65,000	$ 261,265
Due after one year	3,330,000	2,566,233	5,120,000	3,687,336
	$ 3,345,000	$ 2,729,861	$ 5,185,000	$ 3,948,601

PERSONNEL SCHEDULES

POSITION SUMMARY

City of Lakeport
Fiscal Year 2015-16
Position Summary (Funded)

Classification Title	2011-12 FTE	2012-13 FTE	2013-14 FTE	2014-15 FTE	Change	Proposed 2015-16 FTE
Account Clerk	1.00	1.00	1.00	1.00	1.00	2.00
Accounting Technician	1.00	1.00	1.00	1.00	-	1.00
Admin Services Director	1.00	1.00	1.00	1.00	-	1.00
Associate Planner	-	-	-	1.00	-	1.00
CDD Director	1.00	1.00	-	1.00	-	1.00
Chief Building Official	1.00	1.00	1.00	1.00	-	1.00
City Attorney	0.50	0.50	0.50	-	-	-
City Clerk	0.80	0.80	0.80	0.80	-	0.80
City Engineer	1.00	1.00	1.00	-	-	-
City Manager	1.00	1.00	1.00	1.00	-	1.00
Compliance Officer	-	-	-	1.00	-	1.00
Council Members	0.50	0.50	0.50	0.50	-	0.50
Department Secretary I	3.00	2.00	2.00	4.00	-	4.00
EMC Supervisor	1.00	1.00	1.00	1.00	-	1.00
EMC Technician	-	-	1.00	1.00	(1.00)	-
Engineering Tech	1.00	1.00	1.00	-	-	-
Equipment Mechanic II	-	-	-	0.67	-	0.67
Finance Director	1.00	1.00	1.00	1.00	-	1.00
Finance Specialist	1.00	1.00	1.00	1.00	-	1.00
Housing Specialist	1.00	1.00	0.50	0.50	-	0.50
Intern	-	-	0.25	0.25	-	0.25
Lifeguard	2.25	2.25	2.25	2.25	-	2.25
Maintenance Worker I	2.00	2.00	4.00	5.00	-	5.00
Maintenance Worker II	2.00	2.00	2.00	2.00	-	2.00
Office Specialist	1.00	1.00	1.00	-	-	-
Parks Foreman	1.00	1.00	1.00	-	-	-
Parks Leadworker	-	-	-	1.00	-	1.00
Parks Maintenance Worker I	1.00	2.00	2.00	1.00	-	1.00
Planning Commissioners	0.25	0.25	0.25	0.25	-	0.25
Planning Services Manager	1.00	1.00	1.00	-	-	-
Planning/Building Technician	-	-	1.00	1.00	-	1.00
Police Chief	1.00	1.00	1.00	1.00	-	1.00
Police Lieutenant	1.00	1.00	1.00	1.00	-	1.00
Police Officer I	2.00	2.00	3.00	4.00	-	4.00
Police Officer II	2.00	2.00	1.00	1.00	-	1.00
Police Officer III	2.00	2.00	2.00	2.00	-	2.00
Police Records Supervisor	1.00	1.00	1.00	1.00	-	1.00
Police Reserve Officer	0.90	0.90	0.90	0.90	-	0.90
Police Sergeant	3.00	3.00	2.00	2.00	-	2.00
Police Special Investigator	0.50	0.50	0.50	-	-	-
Pool Manager	0.50	0.50	0.50	0.50	-	0.50
Public Works Director	-	1.00	1.00	1.00	-	1.00
Public Works Foreman	1.00	1.00	1.00	1.00	-	1.00
Public Works Superintendent	1.00	1.00	1.00	1.00	-	1.00
Records Assistant	1.00	0.50	0.50	0.75	-	0.75
Special Projects Coordinator	-	-	-	0.25	-	0.25
Utilities Director	1.00	-	-	-	-	-
Utilities Maintenance Supervisor	1.00	1.00	1.00	-	-	-
Utilities Superintendent	1.00	1.00	1.00	1.00	-	1.00
Wastewater Facilities Supervisor	1.00	1.00	1.00	1.00	-	1.00
Wastewater Operator	1.00	1.00	1.00	1.00	-	1.00
Water Supervisor	1.00	1.00	1.00	1.00	-	1.00
Water Systems Operator I	2.00	2.00	2.00	2.00	-	2.00
Total FTE	52.20	51.70	53.45	54.62	-	54.62

DEPARTMENT PERSONNEL

Fiscal Year 2015-16
Personnel Schedule by Department

	FTE 2014-15	Change	FTE 2015-16
Legislative			
Council member	0.30	-	0.30
Mayor	0.10	-	0.10
Mayor Pro Tem	0.10	-	0.10
Planning Commissioner	0.25	-	0.25
Total	0.75	-	0.75
Administration			
Admin Services Director	1.00	-	1.00
City Clerk	0.80	-	0.80
City Manager	1.00	-	1.00
Department Secretary I	1.80	0.20	2.00
Special Project Coordinator	0.13	-	0.13
Total	4.73	0.20	4.93
City Attorney			
City Attorney	-	-	-
Finance			
Account Clerk	1.00	1.00	2.00
Accounting Technician	1.00	-	1.00
Finance Director	1.00	-	1.00
Finance Specialist	1.00	-	1.00
Intern	0.25	-	0.25
Department Secretary I	0.20	(0.20)	-
Total	4.45	0.80	5.25
Community Development			
Associate Planner	1.00	-	1.00
CDD Director	1.00	-	1.00
Chief Building Official	1.00	-	1.00
Department Secretary I	0.75	(0.25)	0.50
Housing Specialist	0.50	-	0.50
Planning Services Manager	-	-	-
Planning/Building Technician	1.00	-	1.00
Associate Planner	1.00	-	1.00
Total	6.25	(0.25)	6.00
Engineering and Information Technology			
City Engineer	-	-	-
Engineering Tech	-	-	-
Department Secretary I	0.25	0.25	0.50
Total	0.25	0.25	0.50
Police			
Lieutenant	1.00	-	1.00

(continued)

Police Chief	1.00	-	1.00
Police Officer I	4.00	-	4.00
Police Officer II	1.00	-	1.00
Police Officer III	2.00	-	2.00
Police Records Supervisor	1.00	-	1.00
Records Assistant	0.75	-	0.75
Police Reserver Officer	0.90	-	0.90
Sergeant	2.00	-	2.00
Police Special Investigator	-	-	-
Total	13.65	-	13.65
Public Works			
Department Secretary I	1.00	-	1.00
EMC Supervisor	1.00	-	1.00
EMC Technician	1.00	(1.00)	-
Equipment Mechanic II	0.67	-	0.67
Lifeguard	2.25	-	2.25
Maintenance Worker I	5.00	-	5.00
Maintenance Worker II	2.00	-	2.00
Parks Foreman	-	-	-
Parks Leadworker	1.00	-	1.00
Parks Maintenance Worker I	1.00	-	1.00
Pool Manager	0.50	-	0.50
Public Works Director	1.00	-	1.00
Public Works Foreman	1.00	-	1.00
Public Works Superintendent	1.00	-	1.00
Special Projects Coordinator	0.13	-	0.13
Utilities Maintenance Supervisor	-	-	-
Utilities Superintendent	1.00	-	1.00
Wastewater Facilities Supervisor	1.00	-	1.00
Wastewater Operator	1.00	-	1.00
Water Supervisor	1.00	-	1.00
Water Systems Operator I	2.00	-	2.00
Total	24.55	(1.00)	23.55
	FTE	FTE	FTE
FTE	54.62	0.00	54.62

GLOSSARY OF TERMS

Adopted budget
The city council approved annual budget establishing the legal authority for the expenditure of funds as set forth in the appropriation resolution.

Accrual/accrual basis of accounting
A method of accounting that recognizes the financial effect of transactions, events and inter-fund activities when they occur, regardless of the timing of related cash flows.

Annual financial report
A financial report applicable to a single fiscal year.

Appropriation
An authorization made by the city council, which permits officials to incur obligations against and to make expenditures of resources. Appropriations are usually made to fixed amounts and are typically granted for a one-year period.

Assessed valuation
A valuation set upon real estate or other property by a government as a basis for a tax levy.

Audit
A view of the city accounts by an independent auditing firm to substantiate year-end fund, salaries, reserves and cash on hand.

Beginning/ending fund balance
Appropriated resources available in a fund from the prior/current year after payment of the prior/current year's Expenses. This is not necessarily cash on hand.

Bond
A city may raise capital by issuing a written promise to pay a specific sum of money, called the face value or principal amount, at a specified date or dates in the future, together with periodic interest at a specified rate.

Budget
A plan of financial operation embodying an estimate of proposed appropriations for a given period of time and the Proposed means of financing them.

Budgetary basis
The method of accounting applied to the budgetary accounts and process.

Budgetary control
The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of appropriations and available resources.

Budget message or budget transmittal letter
A general discussion of the proposed budget as presented in writing by the city manager to the city council. The message contains an explanation of principal budget items and summaries found in the prepared budget relative to the current year adopted budget.

Budgetary basis the form of accounting utilized throughout the budget process.

C.O.P.
Community oriented policing

Debt service
Payment of interest and repayment of principal to holders of the city's debt instruments (bonds).

Debt service fund
Governmental fund type used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

Deficit an excess of expenditures or expenses over resources.

Department
An operational and budgetary unit designated by the city council to define and organize city operations.

Depreciation
The portion of the cost of a fixed-asset charged as an expense prorated over the estimated life of the asset.

Encumbrance
An amount of money committed for the payment of goods and services not yet received or paid for. A purchase order is a common encumbrance.

Estimated revenues
The budgeted, projected revenues expected to be realized during the budget (fiscal) year to finance all or part of the Planned expenditures.

Expenditure
The actual payment for goods and services.

Expenses
The incurrence of liabilities or the consumption of assets arising from the delivery or production of goods, rendering Services or carrying out other activities that constitute the entity's ongoing major or central operation. The term applies to the city's enterprise and internal service funds.

Fiscal year (FY)
A 12-month period of time to which the budget applies. For the city of Lakeport it is July 1 through June 30.

Fixed asset
A long-lived tangible asset obtained or controlled as a result of past transactions, events or circumstances. Fixed assets include land, buildings, equipment, improvements to other assets and infrastructure (i.e., streets, highways, bridges, etc.).

Full time equivalent (FTE) position
The amount of time a position has been budgeted for in terms of the amount of time a regular, full-time employee normally works in a year (2,080 hours).

Fund
An accounting entity with a self-balancing set of accounts in which cash and other financial resources, all related liabilities and residual equities, or balances and changes therein are recorded and segregated to carry on specific activities or attain certain objectives in accordance with special regulations, restrictions or limitations.

Fund balance
The difference between the assets (revenues and other resources) and liabilities (expenditures incurred or committed to) for a particular fund. It also represents the accumulated net resources of a fund available for reservation, designation or for appropriation.

Gann
Refers to the last name of the individual who championed proposition 13 and secured the passage of the constitutional amendment that led to the property tax rollback in the 1970's.

GASB
Governmental Accounting Standards Board.

Generally accepted accounting principles (GAAP)
Uniform minimum standards and guidelines for accounting and reporting. These standards govern the form and content of the annual financial statements of an entity. The primary authoritative body on the application of GAAP to state and local governments is the governmental accounting standards board (GASB).

General fund
The primary governmental fund used to account for all financial resources, except those required to be accounted for in another fund.

General plan
A comprehensive, long-range policy guide intended to promote efficient and desirable growth in the community.

Governmental funds
Distinguished by their measurement focus on determining financial position and changes in financial position.

Grants
Contributions of gifts or cash or other assets from another government to be used or expended for a specific purpose, activity, or facility.

Infrastructure
Facilities that support the continuance and growth of a community. Examples include roads, water lines, sewers, Public buildings, parks and airports.

Interfund transfers
Monies moved from one fund to another. The money is transferred to finance the operations of another fund or to Reimburse the fund for expenses.

Line item
The description of an object of expenditure, i.e. Salaries, supplies, professional services and other operational costs.

Maintenance & operation (M&O) costs
The day-to-day operating and maintenance costs of a municipality. These costs include personnel, gas, electric utility bills, telephone expense, reproduction costs, postage, and vehicle maintenance

Modified accrual
An adaptation of the accrual basis of accounting for governmental funds types. Revenues and other financing Resources are recognized when they become available to finance expenditures of the current period. Expenditures are recognized when the fund liability is incurred.

Notes
A paper that acknowledges a debt and promises payment to a specified party of a specific sum, describing a time of maturity that is either definite or will become definite.

Object an individual expenditure account.

Objective
A measurable output that an organization strives to achieve within a designated time frame. The achievement of the Objective advances an organization toward a corresponding goal.

Operating budget
Plans of current expenditures and the proposed means of financing them. The annual operating budget, as distinguished from the capital program budget, is the primary means by which most of the financing, acquisition, spending and service delivery activities of a government are controlled.

Operating deficit
The deficiency of operating revenues under expenditures.

Operating expenses
Expenditures for materials, supplies, and services which are ordinarily consumed within a fiscal year and which are not included in the program inventories.

Operating surplus
The excess of operating revenues over operating expenditures.

Ordinance
A formal legislative enactment by the city council. It is the full force and effect of law within the city boundaries unless preempted by a higher form of law.

Performance measures
Measurement of service performance indicators that reflect the amount of money spent on services and the resulting outcomes at a specific level of services provided.

Program
A group of related activities performed by one or more organizational units for the purpose of accomplishing a city Responsibility.

Proposed budget
This refers to the status of an annual budget, which has been submitted to the city council by the city manager and is pending public review and city council adoption. Also referred to as the “preliminary budget”.

Reserve
An account used to indicate that a portion of a fund’s balance is legally restricted for a specific purpose and is, therefore, not available for general appropriations.

Resolution
A special order of the city council, which has a lower legal standing than an ordinance.

Resources
Total amounts available for appropriation including estimated revenues, fund transfers, and beginning fund balances.

Retained earnings
An equity account reflecting the accumulated earnings of an enterprise or internal service fund.

Revenue
Income received through such sources as taxes, fines, fees, grants, or service charges that can be used to finance Operations or capital assets.

Risk management
An organized attempt to protect an organization’s assets against accidental loss in the most cost effective manner.

Self-insurance
A term often used to describe the retention by an entity of a risk of loss arising out of the ownership of property or the activity of the agency. It is distinguished from the transfer of risk to a third party (insurance company).

Service effort a measure of expected output by a budgetary program.

Special revenue funds
A governmental fund type used to account for the proceeds of specific revenue sources (other than for major capital projects) that are legally restricted to expenditure for specified purposes.

Subventions
Revenues collected by the state (or other level of government), which are allocated to the city on a formula Basis. The major subventions received by the city come from the state of California and include motor vehicle in-lieu and gas tax.

Tax allocation bonds
A bond issued that has a specific tax revenue source that backs the payment of the debt. In the city, these are not Issued for general fund purposes.

Transfer in/out
Movement of resources between two funds. Example: an interfund transfer would include the transfer of operating Resources from the general fund to an enterprise fund.

Transient occupancy tax (tot)
This revenue source originates in a tax placed on lodging facilities for the occupancy of a room. Lakeport has a 10 percent tax for such occupancies.

Trust funds
Funds held by the city that are subject to the terms of the trust that created the source of funding.

User charges
The payment of a fee in direct receipt of a public service by the party who benefits from the service.

Workload indicators
Statistical information that indicates the demands for services within a given department or division. Workload indicators are a type of performance measure utilized by departments or divisions to assess its level of service.

ACCOUNTING STRUCTURE

City Government Services
The City provides the following municipal services directly:

- Building Permit/Plan Approval
- Planning, Zoning and Land Use
- Engineering
- Public Safety (Fire provided by Lakeport Fire Protection District)
- Street Maintenance
- Economic Development
- Housing Services
- Water and Sewer Utilities
- Solid Waste Management (Waste collection handled by franchise trash hauler, Lakeport Disposal)

Accounting System and Budgetary Control
In developing and evaluating the City's accounting system, consideration is given to the adequacy of internal accounting controls, managerial reporting, purchasing, and budgetary control. Controls are designed to provide reasonable, but not absolute, assurance regarding the safeguarding of assets against loss from unauthorized use or disposition and the reliability of financial records for preparing financial statements and maintaining accountability. The concept of reasonable assurance recognizes that the cost of a specific control feature should not exceed the benefits likely to be derived and the evaluation of costs and benefits require estimates and judgments by management. The City's internal accounting controls adequately safeguard assets and provide reasonable assurance of proper recording of financial transactions.

Basis of Accounting
The budgets of all governmental fund types are prepared on a modified accrual basis. Under the modified accrual basis, revenue is recognized when it becomes measurable and available. "Measurable" means the amount can be determined and "available" means collectible within the current period or soon enough thereafter to pay current liabilities. This is generally within sixty (60) days after the end of the fiscal year. Expenditures are recognized when the related fund liability is incurred. The budgets of proprietary funds (water and sewer enterprise funds), as well as fiduciary funds (OPEB trust fund), are prepared on an accrual basis. Under this method, revenue is recognized when earned and expenses are recognized at the time the liability is incurred.

GASB 34
Beginning with the fiscal year ending on June 30, 2011, the City implemented the provisions of GASB 34 with the publication of our Annual Financial Report. The City intends to produce its first Comprehensive Annual Financial Report (CAFR) for this fiscal year. The CAFR presents the status of the City's finances on the basis of Generally Accepted Accounting Principles (GAAP). In most cases, this conforms to the way the City prepares its budget with the following exceptions:

- Compensated absences liabilities that are expected to be liquidated with expendable available financial resources are accrued as earned by employees (GAAP) as opposed to being expended when paid (budget).
- Principal payments on long-term debt within the enterprise funds are applied to the outstanding liability on a GAAP basis as opposed to being expended on a budget basis.
- Capital outlays within the enterprise funds are recorded as assets on a GAAP basis and expended on a budget basis.

Inventory for governmental activities is recorded as an expenditure at the time it is purchased. For business-type activities, inventory us expensed when used.

FINANCIAL/BUDGET POLICIES

Policy
The City Manager shall submit a proposed budget to the City Council each year for sufficient time to review and debate the budget before adoption. The proposed budget is balanced either through the matching of ongoing revenues with proposed expenditures or the use of existing reserves.

Budget Basis
The budgets of general government type funds (for example, the general fund or gas tax funds) are prepared on a modified accrual basis. Briefly, this means that obligations of the City are budgeted as expenditures, but revenues are recognized only when measurable and available.

The Comprehensive Annual Financial Report (CAFR) shows the status of the City's finances on the basis of Generally Accepted Accounting Principles (GAAP). In most cases, this conforms to the way the City prepares the budget.

Responsibility
The departments are responsible for preparing their budgets in accordance with the guidelines provided by the City Manager and Finance Director. The Finance Department provides cost data related to staffing and other committed obligations. Departments provide cost information related to program and capital projects. The Finance Director prepares all revenue, debt service, and reserve estimates.

Operating Budget
Ongoing operating costs should be supported by ongoing, stable revenue sources. This protects the City from fluctuating services levels and avoids crises when one-time revenues are reduced or removed. Listed below are some corollaries to this policy:

- Fund balances or contingency accounts should be used only for one-time expenditures, such as capital equipment and capital improvements.
- Ongoing maintenance costs, such as street resurfacing and other infrastructure improvements, should be financed through recurring operating revenues rather than through bond issuance.
- Fluctuating federal grants should not be used to fund ongoing programs.

Budget Review
During the budget review phase, the City Manager's Office, in conjunction with the Finance Department and Human Resources, analyzes new positions, operating and capital budget requests. This information is compiled, and the City Manager and Finance Director hold meetings with each department to review their estimated expenditures for the current fiscal year and the proposed baseline requests and enhancements for the proposed budget year.

At the completion of these meetings, the Finance Director again compiles all the financial data and presents the proposed budget to the City Manager for review.

Budget Adoption
The City Manager presents - via publicly noticed workshops - the budget to the City Council. Public hearings are held, and after modifications and revisions, the budget is adopted by resolution.

Budget Implementation
A budgetary control system is maintained to ensure compliance with the budget. The Finance Department is responsible for setting up the budget for tracking purposes and is charged with ensuring fund availability during the year to cover expenditures and appropriations. Reports comparing the budget with expenditures are generated and sent to departments on a monthly basis.

Budget Revision

Actual expenditures may not exceed budgeted appropriations at the fund level. The City Manager or his/her designee is authorized to transfer budgeted amounts at the department and object (account) level. The City has the following programs accounted for through its governmental funds: City Council, Administration, City Attorney, Finance, Community Development, Police, Public Works and Non-Departmental. Use of unappropriated reserves must be specifically approved by the City Council.

FINANCIAL MANAGEMENT POLICIES

General Policies

- All current operating expenditures will be paid for with current revenues, unless the use of reserves is approved by the City Council.
- Budgetary emphasis will focus on providing high quality municipal services, recognizing the fundamental importance to the citizens of public safety and properly maintained infrastructure.
- The budget will strive to provide sufficient funding for adequate maintenance and orderly replacement of capital facilities and equipment.
- Future maintenance needs for all new capital facilities will be identified with the inclusion of the capital project.
- Encouraging cost savings and promoting efficiencies is an ongoing commitment.
- Strong customer service and productivity improvements with a focus on cost savings remain important budgetary goals.

Revenue Policies

- A diversified and stable revenue system will be maintained to shelter the City from temporary or one-time fluctuations in any single revenue source.
- Revenues will be conservatively estimated.
- Intergovernmental assistance in the form of grants and loans will be used to finance only:
    - Those capital improvements which can be maintained and operated over time; or
    - Operating programs that can either be sustained over time or have a limited horizon.
- In general, one-time revenues will be used only to support capital or other non-recurring expenditures. One-time revenues may be used for operating programs only after an examination determines if they are subsidizing an imbalance between operating revenues and expenditures; and then only if a long-term forecast shows that the operating deficit will not continue.
- Development process costs and related administrative expenses will be offset by development fees.
- The City will identify basic tax-provided services and will establish user fees and charges for services provided in excess of basic services and/or to non-taxpaying users.

Reserve Policies

- A minimum fund balance reserve in the General Fund will be maintained at all times. The minimal, optimal level required for this reserve will be 25 percent of the General Fund operating budget. The reserve will be drawn down as a funding source of last resort and used only after other reserve accounts have been accessed.
- The actual and final General Fund surplus will first be used to fully fund the required General Fund reserve. At the recommendation of the City Manager to the City Council, and remaining general fund surplus or balance may be transferred to any other governmental or proprietary fund.
- The unappropriated fund balance in the General Fund will be maintained at a level sufficient to provide adequate working capital and to accommodate required adjustments to other reserve accounts, including the reserves for advances to other funds, deposits and prepaid items.
- Funding levels of General Fund reserves will be reviewed during periods of economic stagnation to avoid reductions in operating service levels.
- Appropriations or use of funds from any designated reserves will require City Council approval.

Cash Management

- Investments and cash management will be the responsibility of the Finance Director.
- In accordance with Section 53646 of the Government Code, the City Council will review and update annually an investment policy. The primary purpose of this policy is to set forth the City's investment philosophy and objectives. The City's investment objectives are, in order of priority: safety; compliance with federal, state and local laws; liquidity; and yield. The policy also specifically outlines authorized investments, the maximum maturities allowed for each investment instrument, and the criteria used to determine qualified depositories and/or dealers.
- The City invests all idle cash as determined by analysis of anticipated cash flow needs. Specific emphasis will be placed on future cash requirements when selecting maturity dates to avoid forced liquidations and the potential corresponding loss of investment earnings.
- In order to maximize yields from the overall portfolio, the City will consolidate cash balances from all funds for investment purposes, and will allocate investment earnings to each fund that has a positive cash balance.
- The City will maintain the investment portfolio under the "Prudent Person Standard." The "Prudent Person Standard" is as follows: Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived. The investment officer, acting in accordance with written procedures and the investment policy and exercising due diligence, shall be relieved of personal responsibility for the credit risk of an individual security or market price changes, provided deviations from expectations are reported within 30 days and appropriate action is taken to control adverse developments.
- To protect against potential losses by collapse of individual securities and/or dealers, and to enhance access to securities, interest payments and maturity proceeds, all securities owned by the City will be held in safekeeping by a third party bank trust department, acting as the City's agent.
- The Finance Director will generate a quarterly report to the City Council in accordance with all state laws and City investment policy requirements.

Debt Policy

- It is the intent of the City of Lakeport to issue debt in a manner that adheres to state and federal laws, existing bond covenants and prudent financial management.
- The General Fund currently does not have any general obligation bonds and does not anticipate issuing such debt.
- When the City finances capital projects by issuing bonds, it will pay back the bonds within a period that is consistent with the useful life of the project.
- The City will not use long-term debt financing for any recurring purpose such as current operating and maintenance expenditures. Short-term debt instruments such as revenue tax or bond anticipation notes shall be excluded from this limitation.
- The City will generally conduct debt financing on a competitive basis. However, negotiated issues may be used due to market volatility or the use of an unusual or complex financing or security structure.
- The City will diligently monitor its compliance with bond covenants and ensure its adherence to federal arbitrage regulations.
- The City will operate under the provisions of Proposition 13, the California Constitutional Amendment that limits the incurrence of "general obligation" debt. To incur this debt, the City must receive a two-thirds (2/3) vote of the voters at a general election.

Cost Allocation

- The City may establish internal service funds. These funds would be utilized to accumulate resources for specified needs and to fund those needs as they arise via transfers in and out to/from the General Fund.

Risk Management

- The City maintains a comprehensive risk assessment program and annual hazard survey to identify areas that may pose liability issues.
- The City has a policy of vigorously defending claims filed against the City of Lakeport and continues to maintain an excellent loss history.

Annual Audit

- Sound accounting practices dictate that the performance of an annual audit is a prudent business decision. It promotes accountability, transparency, and compliance with the adopted budget and the will of the citizens of Lakeport.
- The City requires an annual audit of the books of account, financial records, inventories and reports of all City officers and employees involved in the handling of financial matters by a qualified independent auditor.
- The independent auditing firm will be selected by the City based on a competitive proposal process. It is the policy of the City that the most qualified firm is selected and, therefore, the “lowest cost” approach is not the defining method of selecting an auditing firm.

The City shall issue a Request for Proposal for audit services at least every five years.

BUDGET SCHEDULE

Fiscal Year: 2015-16

Activity	Tasks	Start Date	Completion Date
Begin Budget Prep for FY 15-16	• Schedule budget meetings with Departments • Distribute budget instructions • Distribute budget workbooks	3/2/15	3/21/15
City Council budget priority/goal setting workshop	• Receive council/community communication • Discuss priorities for the fiscal year • Discuss capital projects • Discuss goals and objectives	3/27/15	
Budget training – Incode	• Week of hands-on budget training • Budget Lab – Mendocino College, Lake Center	4/13/15	4/17/15
Preliminary Budget Meetings	• CM meets with individual department heads for initial budget requests and discussion	4/20/15	4/24/15
City Manager review of budget requests	• Review appropriation requests • Meet with Finance for discussion/analysis	4/27/15	5/1/15
Reconciled Budget Meetings with City Manager	• Department head meetings with CM • Discussion of appropriation requests • Finalize initial appropriation requests	5/3/15	5/7/15
Receipt of supplemental appropriation requests	• Last opportunity for DHs to make appropriation request changes prior to Council hearings	5/10/15	5/14/15
Finalize Draft Budget Document	• Finalize revenue estimates • Complete special revenue funds and trust/agency funds	5/18/15	5/29/15
First Budget Hearing with Council (special meeting/workshop)	• Presentation of budget proposal • Discussion of changes from prior year • Take questions and requests from Council	6/2/15	
Second Budget Hearing with Council	• Discussion • Q&A • Take requests and revisions	6/9/15	
Public Hearing w Council – Adoption of either final or tentative	• Final Q&A • Final revisions • Adoption – tentative or final	6/16/15	
Final Budget workshop and hearing, if necessary	• Final Q&A • Final revisions • Adoption	6/23/15	