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**CITY OF LAKEPORT**  
**ADOPTED BUDGET**  
FISCAL YEAR  
2011-2012

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# CITY OF LAKEPORT

FISCAL YEAR 2011-2012

ADOPTED BUDGET

**CITY COUNCIL  
REDEVELOPMENT AGENCY BOARD OF  
DIRECTORS  
CITY OF LAKEPORT MUNICIPAL SEWER  
DISTRICT (CLMSD)**

Suzanne Lyons	Mayor
Stacey Mattina	Mayor Pro Tem
Robert Rumpfelt	Council Member
Tom Engstrom	Council Member
Roy Parmentier	Council Member

**COUNCIL ADVISORY COMMITTEES/COMMISSIONS**

Planning Commission  
Parks and Recreation Commission  
Traffic Safety Advisory Committee  
Lakeport Economic Development Advisory Committee

**MANAGEMENT TEAM**

Margaret Silveira	City Manager
Steven Brookes	City Attorney
Janel Chapman	City Clerk
Kelly Buendia	Administrative Services Director
Daniel Buffalo	Finance Manager
Brad Rasmussen	Chief of Police
Scott Harter	City Engineer
Richard Knoll	Community Development/Redevelopment Director
Doug Grider	Public Works Director
Mark Brannigan	Utilities Director/CLMSD Director



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## **MISSION, VISION, AND VALUES**

### **Mission**

We serve the community through the efficient and effective administration and delivery of a vast array of activities, services and policy directives intended to address the community vision, areas of emphasis and goals of the Lakeport City Council.

### **Community Vision**

Our idea! Lakeport will be a vibrant, beautiful, safe, successful, and full service City capable of providing for a population of 10,000 to 20,000 residents.

### **Core Values and Beliefs**

As a team, we value above all, the personal integrity and selfless commitment to excellence we each bring to the City of Lakeport. We expect dedication to our mission and purpose from one another while always respecting each other's opinions, unique qualities, and contributions to the team. We believe in having fun while sustaining the highest measures of performance and professionalism. Above all, we are absolutely devoted in service to our community.

### **City Expectations**

The City of Lakeport shall be responsive to citizens' needs, fiscally Solvent, active in sustaining community prosperity, and will consistently Plan, construct and maintain the highest quality infrastructure.

### **The Five Areas of Emphasis**

<b>Special Projects</b>	<b>Infrastructure</b>	<b>Livability</b>	<b>Economy</b>	<b>Effective Governance</b>
Downtown Marina	WW Capacity	No areas of blight	Increased Tourism	Balanced Budget
4 Star Hotel	Water Capacity	Maintained Parks	Downtown Economy	Contract Monitoring
College Campus	Street Network	Well Kept Stores	Business Support	Update Master Plans
Lake Promenade	Multi-Modal (trails)	Safe	Redevelopment	Dedicated Fund Mgmt.
Downtown Project	Sidewalks	West Side Park	Regional Recognition	Fiscal System Mgmt.
Environmental Project	Technology	Revitalization	Economic Diversity	Communications

## **CITY MANAGER'S BUDGET MESSAGE**

Since the financial market collapse of 2008, national, regional, and local economies have experienced significant changes. These changes have had a direct, negative impact to local governments, and it has been the ability - or lack thereof - of those agencies to adapt that has determined their level of difficulty maintaining service to their communities. Revenues for nearly all cities and counties in California have declined significantly, while expenses continue to rise. Few agencies have been immune to hardship.

There is a new paradigm developing for local government management - a new normal. Depressed revenues and rising costs mean that local governments must execute strategies designed to help them survive and move forward. Though revenues appear to be trending positively once again, they are still several years from returning to levels seen before 2008. Meanwhile, expenses - particularly those related to personnel - have ballooned; ironically, the average civil servant has seen his/her wages shrink as a result. Promises made during times of economic growth have deeply weakened, or threaten, the financial position of agencies recovering from recession. Small businesses have been devastated. Unemployment remains high. And the state has become even more aggressive in resolving its hardships on the back of local government. But there is light ahead.

In the face of such daunting challenges there exist opportunities to refine the organization and build a stronger, sustainable, and more effective city government. This dichotomy has led us, the City's Management Team, to develop a financial plan to lay the foundation for financial stability and move the city forward.

### **Economic and Financial Conditions**

Recent economic indicators suggest our local economy is starting to recover from the recession. Though local businesses continue to struggle and regional unemployment remains high, the overall slide downward appears to have ended. Key points to consider are the following:

#### **Revenues**

In preparing revenue estimates and projections, we maintained a conservative approach. Regular Bradley-Burns sales tax receipts have increased over the last four quarters and are projected to continue increasing over the next four years.

The City's 1/2 cent sales and use tax, Measure I, has followed the same trend as the Bradley-Burns tax receipts. This source is expected to increase over the next few years and will be available for general city expenditures in whatever way the Council chooses to use it.

The housing market continues to struggle; however, foreclosures within the City appear to have stabilized and inventory is beginning to decline, albeit slowly. The County Assessor has undertaken the process of reassessing property values downward to adjust for the massive shift in the market, and we have seen our property tax revenue decline as a result. But considering all

variables, we anticipate property tax revenue in fiscal year 2011-2012 to remain flat. Fortunately, property tax, though a top ten revenue source for the City, is not the largest. In fact, secured property taxes account for less than half of the Bradley-Burns sales tax revenues for Lakeport.

State and federal public safety grants awarded in previous years will be maintained in fiscal year 2011-2012; however, the status of the state's COPS grant is unclear. As a result, we did not budget revenue from this source. We may revise that during the mid-year review. All grant funding is a significant resource to support our Police Department as general fund revenues have declined.

Franchise fees, permit fees, fees for service, and other charges are expected to remain flat over the course of the fiscal year. 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.

Tax increment revenue associated with the City's Redevelopment Agency is anticipated to remain unchanged from last year. Most of it is consumed by obligations beyond the Agency's immediate control, i.e., pass-throughs, the low/moderate housing set-aside, and debt service obligations. Remaining tax increment revenues have not been, and will continue not to be, sufficient to cover fully the operating costs of the Agency. However, the Redevelopment Director and I have been working closely to remedy this issue and return the Agency to fiscal sustainability.

Water and sewer enterprise activities are experiencing a similar condition. Revenues collected in the form of service fees have been decreasing while expenses rise. Both enterprises are nearing the verge of fiscal insolvency and we have taken immediate action to control the decline. However, a thorough evaluation of the current rate structure will be conducted this year to help us better align revenues to costs. For budgeting purposes, we are not considering any potential changes to the revenue sources other than those programmed under the Council and CLMSD-adopted rate structures.

## **Expenditures**

Costs related to personnel will be the largest component of overall expenditure increases this year. Over 53 percent of the City's recommended general fund operating budget is devoted to salaries and benefits. This is standard for many municipal organization in the current "survival mode" economic environment, but the increases are challenging.

Over a third of total personnel costs are devoted to benefits, most notably health insurance premiums and PERS retirement. REMIF has negotiated a premium increase with Blue Cross of nine percent and, due to large portfolio losses by CalPERS in 2008 and 2009, the City's employer contribution rate for active members is expected to increase by over 26 percent in fiscal year 2011-2012. Where the City once participated in a fully funded retirement pool in 2006 now is faced with having to cover an unfunded liability for the next several years.

City-paid health insurance premiums for retirees also pose significant challenges; however, the Finance and Administrative Services Departments have devised a strategy to better meet current obligations and begin funding future liabilities.

The City's great matter with the Lakeport Police Officer's Association will be a high priority for my office. A change in the safety officers' pension plan is yet to be determined; however, we have prepared specific estimates of the costs associated with any potential change and are developing contingency plans accordingly.

We propose maintaining the same level of capital projects as was budgeted in fiscal year 2010-2011. Using a combination of special revenue and general purpose funds, the Engineering and Public Works Departments have outlined proposed road projects that will address the City's most significant transportation needs.

Tax-exempt redevelopment bond proceeds are proposed to be expended completely on capital projects in fiscal year 2011-2012. The proposed use of those funds is for, but not limited to, the start of construction projects on Main Street, blight elimination throughout the Project Area, and assistance with right-of-way improvements. In recent weeks, the Redevelopment Director and I also have discussed maintaining a portion of those proceeds for the attraction of business to Lakeport.

Water and sewer expenditures have been scaled back to nominal levels in this proposed budget. Trying to align costs to available revenues has resulted in the deferment of capital improvement projects and the reevaluation of priorities. Securing adequate and reliable water sources remains the top priority this fiscal year. Procuring low-cost, low-interest loans from USDA Rural Development to fund needed capital improvement projects will be a focus also.

### **City's Financial Position and Reserves**

Due to careful planning and spending by all departments, we anticipate a budget surplus in the general fund for fiscal year 2010-2011. This will help further capitalize the City's reserves into fiscal year 2011-2012.

Best management practices dictate that a prudent general fund reserve for lean fiscal years total to 15 to 20 percent of total operating expenditures. In fiscal year 2011-2012, we anticipate an ending fund balance of \$2.4 million, which equates approximately to 53 percent of recommended operating appropriations. Therefore, I recommend using a portion of that reserve to accomplish proposed capital projects and relieve redevelopment and enterprise funds of some financial burden. Given the difficult circumstances facing the City, I believe the short-term use of reserves for these purposes is sensible. The remaining reserve must be maintained to prepare the City for real and potential liabilities, including, but not limited to:

- Potential actions against the Redevelopment Agency, which could have a significant impact to the General Fund
- Continuing to realign the RDA and Enterprise funds with the General Fund
- Unexpected revenue declines or failure to receive revenues as estimated

- Capital improvements City-wide that have been deferred but must be addressed
- Unexpected changes to the national economy that could negatively affect the local economy
- Potential state action against local government.

### **The Approach to Financial Sustainability**

The budget is more than just a listing of revenue estimates and appropriations. It is a policy document setting forth the priorities and considerations of the community through their elected body, the City Council. It is this concept that serves as the basis of our budget approach.

In the past, the City has considered its spending plan based on just that, how much it spends. Though the larger picture of priorities and policy has played a role, the focus tended to be on line item appropriations. As the City Manager, the Council's executive officer, I am cognizant of these concerns on a daily basis. Though the Council must be aware of the uses of public resources, it must apply careful thought as to what the purpose for those uses is in a larger context. In other words, it's about the bigger picture. We approached the development of a financial plan with this concept in mind, correlating priorities to cost. The budget document illustrates this. It effectively presents where we've been and what resources are needed to get where the City wants to go.

We start with a discussion of City goals, its mission, and its priorities as a whole. These are a series of statements that the Council has considered before, and I recommend they be revisited for discussion regularly. We later take it a step further and derive how those bigger picture statements affect city functions: general government, public safety, engineering/public works, and utilities. The Finance Department has provided a two-year projection for the City Council's consideration applied to each fund and department. This will aid the Council in setting priorities for the current and near-term.

Next is a discussion of activity at the fund level. The City maintains several different types of funds. Presentation is at a summary level divided into 5 distinct categories: salaries and benefits, operations, debt service/program delivery, capital projects, and interfund transfers. The intention here is to allow Council to understand what resources and commitments are necessary to achieve Council direction while maintaining focus on the necessary larger policy discussions.

The detail information on city expenditures is presented in the department section of the document. Based on City-wide goals, objectives, and priorities, departments establish specific tasks accordingly, and assign required resources and cost values to achieving them. Each department has a core function and maintains a list of basic services, which are detailed in their budgetary discussion. They are presented to the Council in summary form based on four major expenditure categories: salaries and benefits, operations, debt service, and capital improvements.

A change from previous budgets is a description of current and proposed staffing levels in each department. The Management Team and I have discussed staffing in great detail and have

arrived at a structure that meets overall departmental needs, maintaining their core functions and achieving the goals, objectives, and priorities identified. I present this information to the Council so that personnel decisions can be discussed and made during the budget process.

### **Challenges and Opportunities**

We face significant challenges moving forward. Depressed revenues, increasing costs, and threats of state action against local government require diligent financial planning and execution. But that's just one side of the coin.

Opportunities exist to improve efficiency, reduce costs, enhance revenue sources, and find more effective ways to deliver services to the community. Staff and I will work to capitalize on these opportunities, which include securing the annexation of South Main Street, evaluating and recommending revisions to current fees for service, maximizing redevelopment capital, and exercising new methods of controlling costs.

The role of Council as a policy making body is integral to moving the City forward. My staff and I will rely on it to execute departmental priorities. The success of this financial plan is contingent on Council's commitment to keeping focus on the bigger picture.

Redevelopment in California will change as the state continues its assault on it. The Agency Board must have a candid discussion of priorities and provide direction to staff as to where to focus available resources.

Local businesses will continue to face difficulty this year, and the role of business retention will be even more important. The City's commitment to economic development must be maintained through active collaboration with the Chamber of Commerce, the Main Street Association, and the County's marketing program.

We are fortunate to have a highly qualified and capable professional staff here at the City of Lakeport. They are the City's most important asset. Retaining existing staff and demonstrating appreciation for their efforts has been a priority for me as the City Manager and will remain so moving forward. This budget maintains the minimum amount of personnel needed to perform the basic level of services to the community and achieve the goals that Council has prioritized. But it stretches resources significantly and imposes greater responsibility on each individual to perform at their best. This includes my executive staff, the Management Team, who are required to perform complex duties and tasks on a regular basis with limited support staff.

To achieve fiscal stability, the budget process must remain a continuous one - it doesn't end at adoption. The Management Team and I will continue to review it frequently and make recommendations to Council for adjustment when needed. We also will bring it to the Council's attention comprehensively in later December/early January for a mid-year review.

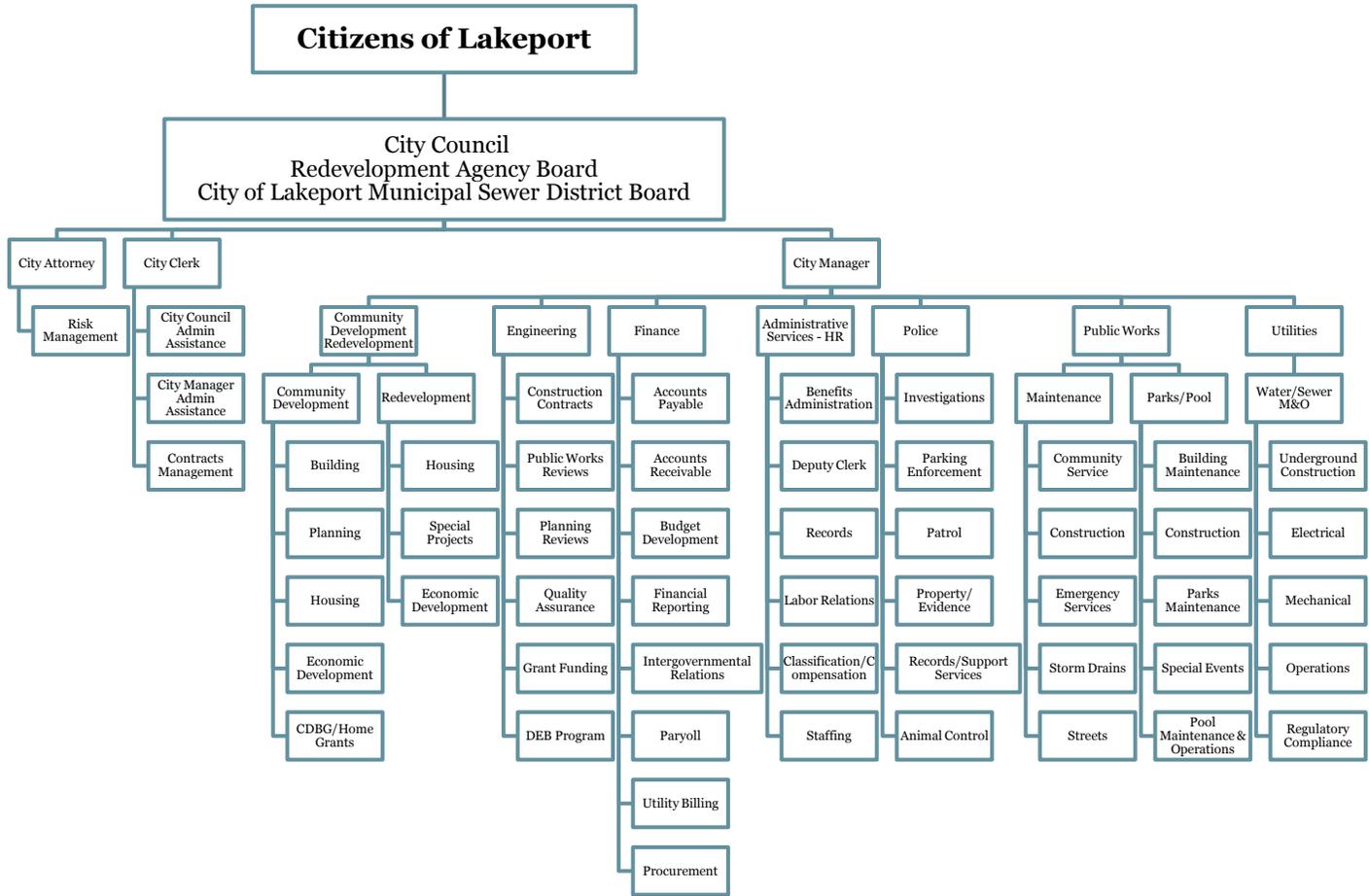
We look forward to this fiscal year and beyond: a stronger, adaptable, more effective City government.

Margaret Silveira  
City Manager

## BUDGET SCHEDULE

Activity	Tasks	Start Date	Completion Date
Begin Budget Prep for FY 11/12	Schedule budget meetings with Departments Distribute budget packet worksheet Distribute goals worksheet	3/1/11	3/18/11
Preliminary Budget Meetings	Meet with individual department heads for initial budget requests and discussion Begin annotating line items	4/4/11	4/8/11
City Manager review of budget requests	Review appropriation requests Meet with Finance for discussion	4/11/11	4/22/11
Reconciled Budget Meetings with City Manager	Department head meeting with CM Discussion of appropriation requests Finalize initial appropriation requests	4/25/11	4/29/11
Prepare Draft Budget Document	Finalize revenue estimates Complete special revenue funds and trust/agency funds	5/2/11	5/13/11
Receipt of supplemental appropriation request	Last opportunity for DHs to make appropriation request changes prior to Council hearings	5/9/11	5/13/11
First Budget Hearings with Council	Presentation of budget proposal Discussion of changes from prior year Take questions and requests from Council	6/7/11	
Second Budget Hearings with Council (special meeting/workshop)	Discussion Q&A Take requests and revisions	6/14/11	
Public Hearing w Council – Adoption of either final or tentative	Final Q&A Final revisions Adoption – tentative or final	6/21/11	6/30/11
Final Budget workshop and hearing, if necessary	Final Q&A Final revisions Adoption	7/5/11	

## CITY ORGANIZATIONAL CHART



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## FUND DESCRIPTIONS

### Governmental Funds

Governmental funds are used to account for the general services provided to the public. These services include public safety, transportation, recreation, public works, and the administration of the City. Governmental funds include the following fund types:

- General Fund
- Special Revenue Funds
- Debt Service Funds

#### General Fund

**110 General Fund:** The General Fund is used as the accounting entity for resources traditionally associated with governments such as administration, engineering, and public safety, which are not required to be accounted for in another fund.

**120 General Fund Reserve:** A fund which the City uses either to set aside revenues that it does not need to spend in the current fiscal year or to earmark revenues for a specific future purpose. Reserves are typically established and budgeted through Council policy action.

#### Special Revenue Funds

**202 Parkland Dedication Fund:** State law and 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).

#### **203 Gas Tax Fund 2103-2107.5:**

2103-2105: State allocates 11.5% of the tax revenues in excess of 9 cents per gallon based on population. There is maintenance of effort requirement that general fund allocation for streets is not less than 1987 to 1990 fiscal years. Proceeds can only be spent on streets and highways or public mass transit guideways. In March 2010, new law went into effect which contains provisions for a swap of state sales taxes (Prop 42) on gasoline for a gasoline excise tax. This new law increases the excise tax on gasoline by 17.3 cents and adds an annual index that is intended to ensure the new excise tax keeps pace with the revenues expected from the sales tax on gas and increases the sales tax on diesel by 1.75 percent and allocates 75 percent to local transit agencies and 25 percent to state transit programs. The excise tax on diesel is reduced from 18 cents to 13.6 cents. Sales tax revenues from diesel must go to transit funding.

2106: State allocates 1.04 cents per gallon with portions paid based on flat fee to cities and counties and remainder based on population.

2107: State allocates 1.315 cents per gallon of gasoline and 2.59 cents per gallon of diesel or liquefied petroleum gas based on population after taking out portion to reimburse cities for snow removal costs (50%).

**2107.5:** State allocates flat amount to cities based on population. Cities with populations less than 5,000 receive \$1,000 annually which must be used exclusively for engineering costs and administrative expenses related to city streets.

**207 Prop 172 Public Safety Sales Tax:** 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.

**208 TDA Non-Transit Fund:** Claims for Transportation Development Act funds are administered by the Lake County Area Planning Council. The majority of funds allocated have been committed to Article 4 Transit. There has been a limited amount allocated for Article 8 Streets and Highways uses. The City may submit projects for funding to APC utilizing TDA, ISTEAs, STIP, and other funding sources that may become available to APC during any fiscal year.

**209 Lakeport Housing Program Fund:** Originally established under HUD regulations in 1980s. Revenue was anticipated from repayment of house improvement loans. This fund was also used to purchase Dutch Harbor property.

**210 Economic Revolving Loan/Re-Use Fund:** 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.

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

**232 Emergency Housing Assistance Fund:** Emergency and special assistance funds from federal CDBG funds restricted for housing.

**233 Microenterprise Revolving Loan Account:** Business loans to micro businesses that meet the Target Income Group (TIG) requirement 233.

**235 Home 2009 Grant Program Fund:** California Department Housing of Community Development (HCD) grant funds. First-time Homebuyer and Housing Rehabilitation grant funds for low to very low-income households.

**236 P/TA Grant #09-PTAG-6504:** This planning and technical assistance grant was awarded to the City in FY 2009/10. The fund was set up to account for activities funded by the grant, which can include a variety of projects designed to promote economic and community vitality.

**237 Business Loan RLF:** Business loan program (a component of the City's Economic Development Program) to provide financing opportunities for small businesses located within the City. Funding is provided by a Community Development Block Grant (CDBG) 2009/2010 Economic Enterprise Fund Component award. The term of the grant award is through March 31, 2013, by which time all funds are to be expended.

**238 CDBG Grant 2010:** Fund set up to track activities funded by new economic development grant from CDBG. Potential activities could include business support, stabilization, and other assistance. This is a two-year grant award.

**401 10th Street Drainage Fund:** Restricted fund/set aside by developer of Willow Tree Shopping Center.

**402 Lakeport Boulevard Improvement Fund:** Special assessment of developer to mitigate traffic impacts of K-Mart (now Bruno's) development in 1987.

**403 South Main Street Improvement Fund:** Special assessment of developer to mitigate traffic impacts of K-Mart.

**407 Parkside Traffic Mitigation Impact Fund:** Traffic mitigation fees are required as a mitigation measure for Parkside Subdivision.

**410 Lakeshore Blvd Storm Damage Repair Project Fund:** On Lakeshore Boulevard from 75' south of Sayre Street north through Jones Street; clear concrete debris from below the existing sea wall, reinforce the embankment with sheet pile and backfill the wall. 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.

**411 Safe Routes to School Fund:** State-legislated Program designed to increase the Number of children who walk or bicycle to school by funding projects that remove the barriers that currently prevent them from doing so. Those barriers include lack of infrastructure, unsafe infrastructure, lack of programs that promote walking and bicycling through education/encouragement programs aimed at children, parents, and the community.

**413 Prop 40 Per Capita Grant Fund:** When resources are available for projects involving recreation, parks, and community betterment, and in the event the City engages in a project that qualifies for Prop 40 reimbursement, funds are accounted for here.

## Debt Service Funds

Debt service funds are used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest and some special assessment debt.

**301 City of Lakeport Municipal Sewer District Assessment District 91-1 Fund:** Land based assessment to pay for sewer expansion project completed in 1991.

## Redevelopment Agency Funds

The Lakeport Redevelopment Agency is a separate legal entity from the City. Its budget, appropriations, and sources of revenue are managed by an independent governing body; however, members of that body may be the same as those of another (e.g., the members of the City Council also sit as members of the Redevelopment Agency Board of Directors).

For purposes of simplicity and congruity, the Agency is considered a blended component unit of the city, a de facto department within the City hierarchical structure.

Agency funds are represented as governmental funds, consisting of the following types:

- Capital projects
- Special revenue, and
- Debt service.

**212 Redevelopment Agency Fund:** Tax increment revenues are collected annually from properties within the Redevelopment Project Area. Bonding of anticipated tax increment revenues was completed in December 2004. Proceeds were used to repay loans from City for creation and early years expenses of Agency and to create funds for future capital projects and operations. The majority of tax increment received for the several years will be used to pay debt service on these bonds.

**213 RDA Capital Project Fund:** Resources provided by bond proceeds to fund capital projects.

**217 Bond Redemption Special Fund:** Annual payments for taxable and tax exempt bonds are paid from this fund as allocated from tax increment. Bond indentures require annual payments required to be set aside in this fund prior to tax increment being used for any other purposes.

**219 RDA Low / Moderate Housing Fund:** 20% set aside of tax increment revenue received from the project area used by the Agency for the purposes of increasing, improving, and preserving the community's supply of low- and moderate-income housing available at affordable housing cost.

## Proprietary Funds

Unlike governmental funds, proprietary funds generally match revenues to expenses. Usually this is done through the collection of fees or charges. The accounting and reporting for proprietary funds is similar to that used by the private sector.

### Enterprise Funds

**501 Water Utility Maintenance and Operations Fund:** 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.

**502 Water Expansion Fund:** Assessments on new development to pay for distribution system, plan preservation and expansion.

**503 Capital Project Fund:** This fund was set up during the construction of the surface water treatment facility and was used to account for debt service payments for the associated bond. It was closed in 2010. Fund 501 now maintains the debt service.

**601 City of Lakeport Municipal Sewer District Fund:** 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.

**602 City of Lakeport Municipal Sewer District Expansion Fund:** See Lakeport Municipal Code Section 13.20.030. New construction is assessed connection fee to provide for major repair, improvement, and expansion of sewer collection, transmission, treatment, and disposal facilities.

## Fiduciary Funds

Fiduciary funds are required when a government holds an asset(s) as a trustee or agent. Such funds include special deposit funds for utilities, public infrastructure improvements, and other special or restricted purposes. Because assets of fiduciary funds cannot be used to support City programs, budgets are not required.

### Trustee and Agency Funds

**702 Special Deposit Fund:** Moneys deposited with the City for special/restricted purposes.

**703 Storm Drainage Fund:** Assessments are made against larger properties to pay for prior and future storm drain projects. See Chapter 3.16 Lakeport Municipal Code.

**706 Utility Deposit Fund:** Service deposits posted with the City prior to commencement of water service based on meter size. Deposit amount without interest shall be credited to billing

at the end of 12 consecutive months of service. Deposit amount without interest shall be applied against charges for closing bill if the account is closed prior to expiration of 12 consecutive months of service.

**801 OPEB Fund:** 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 liabilities in retiree health.

## FUND SUMMARY

Fund Number Fund Name	6/30/2011 Anticipated*			Net Income (Loss)	Net Transfers In (Out)	6/30/2012 Anticipated Fund Balance
	Fund Balance	(+) Revenue	(-) Expenditures			
<b>General Fund</b>						
110 General Fund	1,142,440	4,185,183	(4,541,311)	(356,128)	(53,939)	786,312
120 General Fund Reserve	1,294,735	4,271	-	4,271	-	1,299,006
<b>Special Revenue Funds</b>						
202 Parkland Dedication Fund	22,925	9,067	(110,000)	(100,933)	-	(78,008)
203 HUTA Gas Tax Fund	141,682	146,618	(288,000)	(141,382)	(28,800)	299
207 Prop 172 Public Safety Tax	-	16,000	(16,000)	-	-	-
208 TDA Non-Transit Fund	0	-	-	-	-	0
209 Lakeport Housing Program Fund	(228,251)	6,125	-	6,125	-	(222,126)
210 Economic Business Loan Fund	63,312	38,710	(12,867)	25,843	(1,588)	89,155
228 Housing Revolving Loan (RLA)	42,024	34,940	(28,658)	6,282	(1,823)	48,306
232 Emergency Housing Assist Fund	46,410	232	(39,956)	(39,724)	(30,905)	6,686
233 Microenterprise RLA Fund	3,664	3,357	-	3,357	-	7,021
235 HOME 2009 Grant Program Fund	549	420,832	(439,218)	(18,386)	(42,083)	(17,837)
236 P/T A Grant #09-PT AG-6504	-	35,000	(35,000)	-	(8,750)	-
237 Business Loan RLF	-	294,000	(294,000)	-	(44,100)	-
238 CDBG Grant 2010	-	335,460	(245,460)	90,000	60,592	90,000
401 Tenth Street Drainage Fund	84,333	422	-	422	-	84,755
402 Lakeport Blvd Improvement Fund	115,606	578	-	578	-	116,184
403 South Main Street Improvement Fun	61,289	306	-	306	-	61,595
407 Parkside Traffic Mitigation Impact F	17,158	86	-	86	-	17,244
410 Lakeshore Bl Storm Dam Rpr Proj F	8,816	569,044	(569,000)	44	-	8,860
411 Safe Routes to School Fund	(17,504)	567,504	(550,000)	17,504	-	-
413 Prop 40 Per Capita Grant	-	-	-	-	-	-
<b>Debt Service Funds</b>						
301 CLMSD Assessment Dist 91-1 Fund	814,254	360,898	(327,469)	33,429	(15,594)	847,683
<b>Redevelopment Agency Funds</b>						
212 RDA Administration and Debt Servic	401,014	1,058,771	(1,199,946)	(141,175)	(43,335)	259,839
213 RDA Capital Projects Fund	-	1,971,522	(1,971,522)	-	1,758,996	-
217 Bond Redemption Fund <sup>1</sup>	2,283,487	-	(1,971,522)	(1,971,522)	(1,971,522)	311,965
219 RDA Low/Moderate Housing Fund	557,408	190,260	(186,604)	3,656	122,851	561,064
<b>Enterprise Funds</b>						
501 Water Utility M & O Fund	105,623	1,984,190	(1,810,314)	173,876	(42,000)	279,499
502 Water Expansion Fund	315,928	11,580	(250,000)	(238,420)	-	77,508
601 CLMSD Utility M & O Fund	468,238	1,700,200	(1,745,855)	(45,655)	(45,000)	422,583
602 CLMSD Expansion Fund	466,690	12,333	-	12,333	-	479,023
<b>Trust and Agency Funds</b>						
702 Special Deposit Fund***	163,019	815	(500)	315	-	163,334
703 Storm Drainage Fund***	400,109	5,000	(40,000)	(35,000)	-	365,109
706 Utility Deposit Fund***	255,973	3,500	(3,500)	-	-	255,973
801 OPEB Trust Fund***	-	416,993	(387,000)	29,993	387,000	29,993
<b>Grand Total All Funds:</b>	<b>9,030,931</b>	<b>14,383,796</b>	<b>(17,063,702)</b>	<b>(2,679,905)</b>	<b>0</b>	<b>6,351,025</b>

\*Unassigned unless otherwise noted.

\*\* Restricted fund balance.

\*\*\* Fund Balances reported as nonspenda

<sup>1</sup>Includes restricted fundbalance of \$300,000

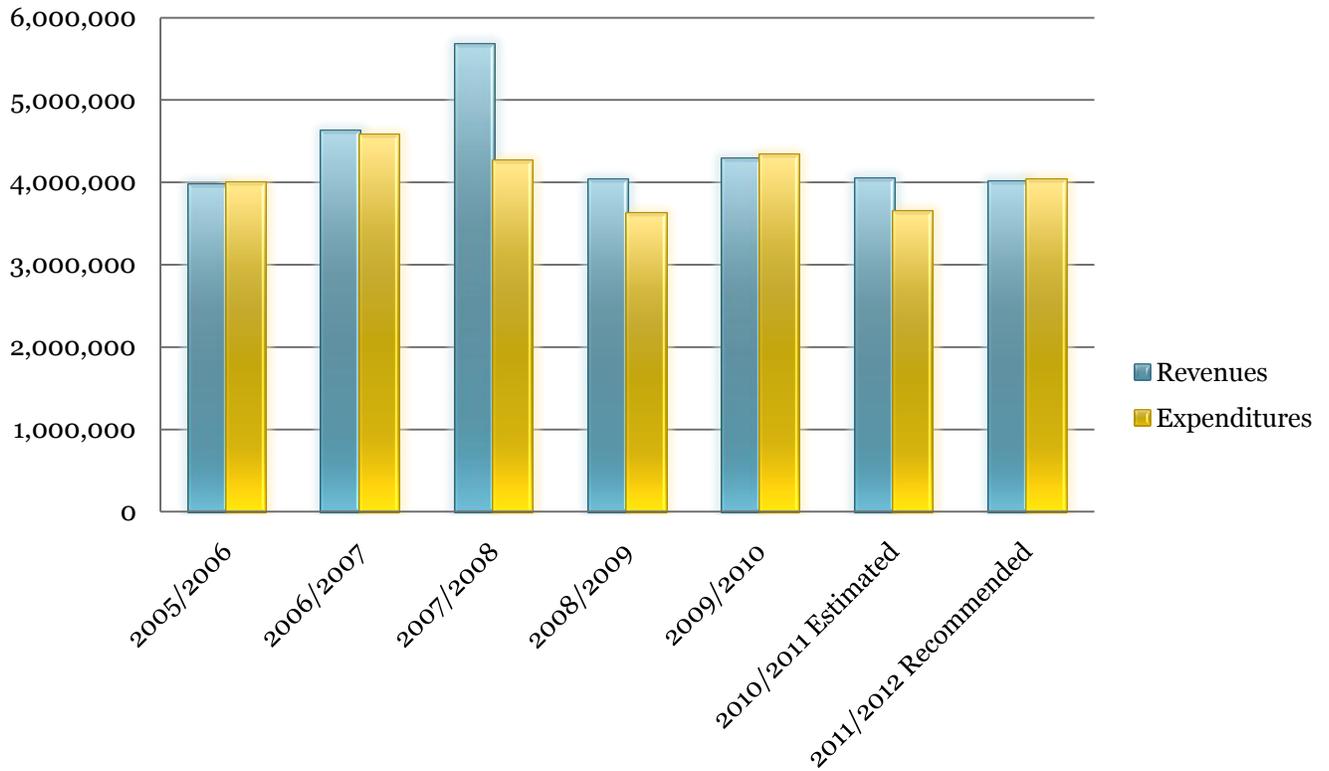
## TRANSFER SCHEDULE

Fund Transferring From (Transfers Out)			Fund Transferring To (Transfers In)		
Fund Number	Fund Name	Amount	Fund Number	Fund Name	Amount
203	HUTA Gas Tax	28,800	110	General Fund	28,800
110	General Fund	300,000	801	OPEB Trust	300,000
501	Water Utility M&O Fund	42,000	801	OPEB Trust	42,000
601	CLMSD Utility M&O Fund	45,000	801	OPEB Trust	45,000
212	Redevelopment Agency	182,851	219	RDA Loa/Mod Housing Fund	182,851
213	RDA Capital Improvement	212,526	110	General Fund	106,263
			212	Redevelopment Agency	106,263
217	RDA Bond Redemption Fund	1,971,522	213	RDA Capital Improvement	1,971,522
210	CDBG Economic Business Loan Program	1,588	110	General Fund	1,588
228	Housing Revolving Loan (RLA)	1,823	110	General Fund	1,823
232	Emergency Housing Fund	905	110	General Fund	905
235	2009 HOME Grant	42,083	110	General Fund	42,083
236	P/TA Grant #09-PTAG-6504	8,750	212	Redevelopment Agency	8,750
237	Business Loan RLF	44,100	110	General Fund	29,400
			212	Redevelopment Agency	14,700
238	CDBG Grant 2010	29,408	110	General Fund	19,605
			212	Redevelopment Agency	9,803
219	RDA Low/Moderate Housing Fund	60,000	238	CDBG 2010 Housing Grant	60,000
232	Emergency Housing Fund	30,000	238	CDBG 2010 Housing Grant	30,000
301	CLMSD Assessment District 91-1 Fund	15,594	110	General Fund	15,594
<b>Total Transfers Out</b>		<u>3,016,950</u>	<b>Total Transfers In</b>		<u>3,016,950</u>

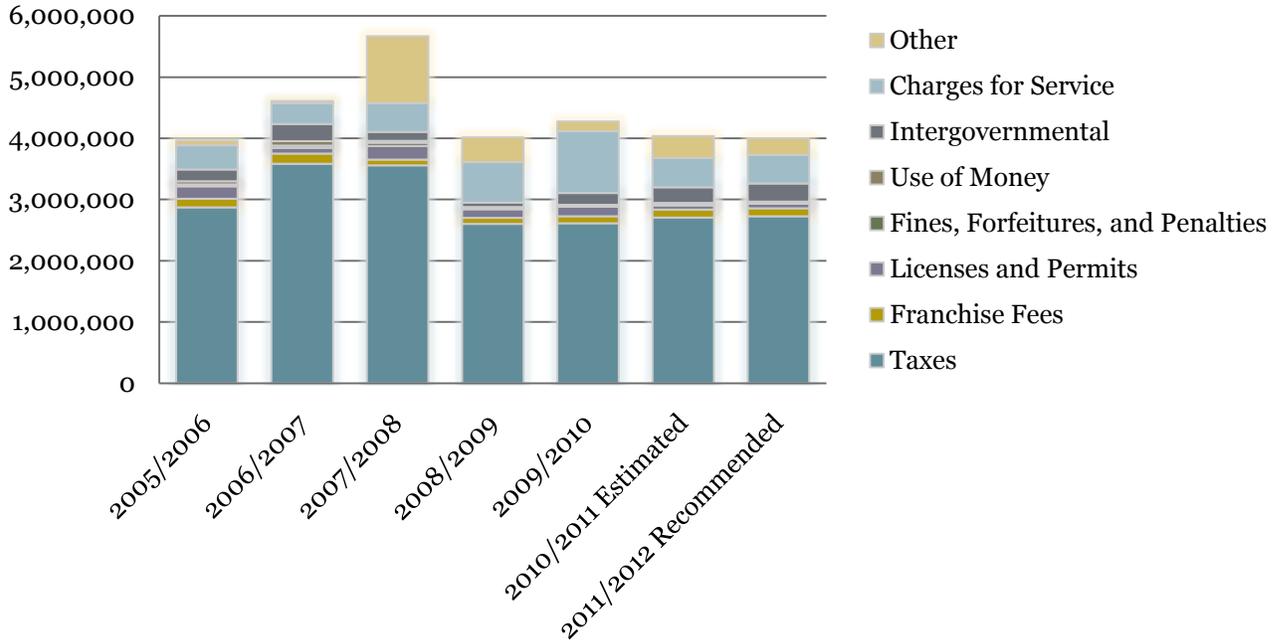
## **CHARTS AND GRAPHS**

## HISTORICAL REVENUES AND EXPENDITURES

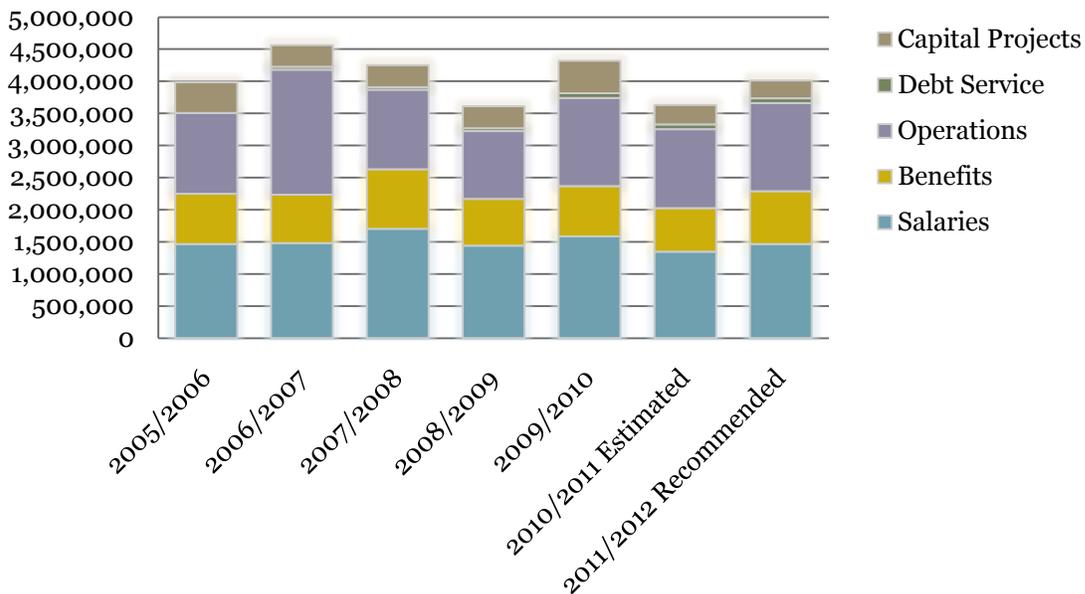
### REVENUES AND EXPENDITURES COMPARED



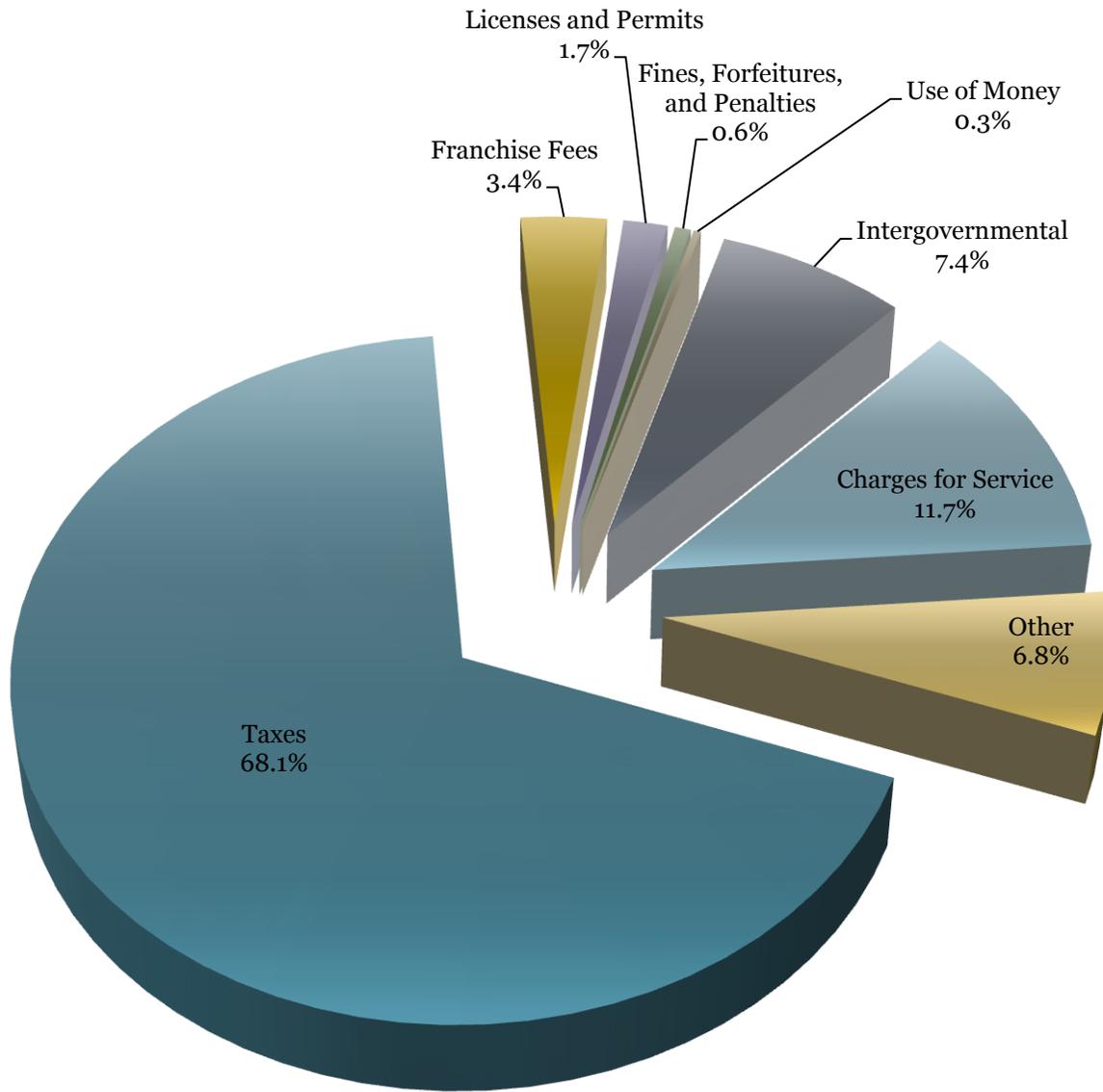
## REVENUE COMPOSITION OVER TIME



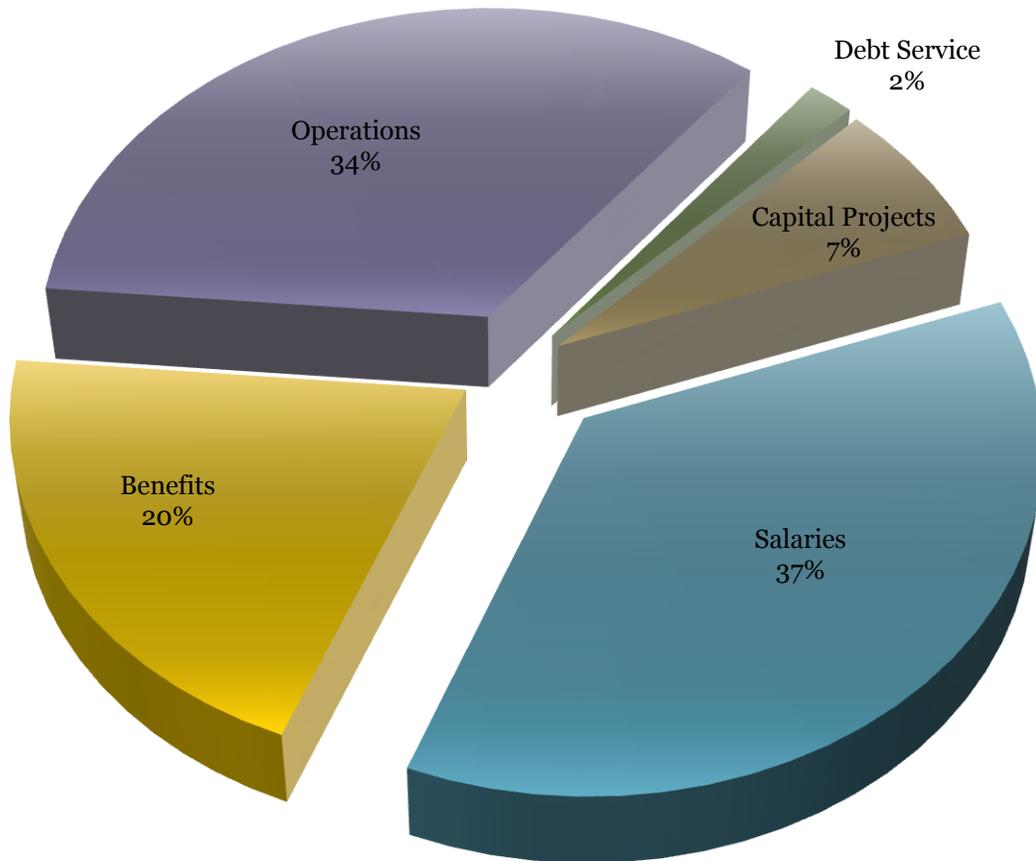
## EXPENDITURE COMPOSITION OVER TIME



## REVENUES BY CATEGORY ESTIMATED FISCAL YEAR 2011-2012 General Fund



**EXPENDITURES BY USE**  
**RECOMMENDED FISCAL YEAR 2011-2012**  
**General Fund**



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# **FUNDS**

## GOVERNMENTAL

GENERAL FUND

SPECIAL REVENUE

DEBT SERVICE

CAPITAL PROJECTS

## PROPRIETARY

ENTERPRISE FUNDS

## FIDUCIARY

PENSION TRUST (OPEB)

AGENCY FUNDS

Fund 110: General Fund  
Type: Governmental

	Prior FYs		Current		FY 2011/12			Projections		
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	FY 2013/2014	
	Actual	Actual	Budget	Estimated Actual	Requested	Recommended	Adopted	Projected	Projected	
<b>Revenue Sources</b>										
7000	Taxes	2,603,809	2,612,528	2,750,694	2,707,297	2,724,690	2,724,690	2,724,690	2,751,937	2,862,014
7100	Franchises	95,174	113,405	101,408	127,383	134,253	134,253	134,253	140,966	143,998
7200	Licenses	140,955	82,582	82,578	68,989	68,989	68,989	68,989	71,059	73,190
7300	Permits	140,955	72,700	45,000	50,660	50,660	50,660	50,660	52,180	53,745
7400	Fines, Forfeitures, and Penalties	22,617	20,536	25,660	28,700	24,916	24,916	24,916	25,663	26,433
7500	Use of Money and Property	16,732	14,246	9,189	11,530	11,530	11,530	11,530	11,588	12,232
7600	Income from Other Agencies	16,678	47,903	45,140	50,076	49,793	49,793	49,793	50,000	52,000
7650	Federal Funding	0	0	0	0	0	0	0	0	0
7660	State Funding	53,937	142,214	135,079	204,635	161,530	150,931	150,931	237,000	143,466
7700	Charges for Service	659,052	502,023	494,435	476,303	465,424	465,424	466,227	480,214	487,000
7800	Other Revenue	407,303	665,036	288,488	359,160	271,526	257,133	257,133	175,000	177,000
A13	Transfers	114,365	154,026	938,893	938,893	213,146	230,467	246,061	153,930	161,607
<b>Total Revenue</b>		<b>4,271,576</b>	<b>4,427,199</b>	<b>4,916,564</b>	<b>5,023,626</b>	<b>4,176,457</b>	<b>4,168,786</b>	<b>4,185,183</b>	<b>4,149,536</b>	<b>4,192,686</b>
<b>Expenditures</b>										
Salaries and Benefits		2,416,879	2,581,266	2,675,382	2,532,837	2,485,999	2,512,613	2,512,613	2,705,187	2,825,891
Operations		1,201,809	1,273,637	1,364,634	1,230,899	1,375,549	1,373,994	1,373,994	1,422,084	1,471,857
Debt Service		0	0	0	0	73,000	73,000	73,000	73,000	73,000
Capital Outlay/CIP		341,599	507,845	610,246	303,848	269,204	281,704	281,704	250,000	250,000
Transfers Out		0	400,000	850,000	850,000	300,000	300,000	300,000	324,000	349,920
<b>Total Expenditure</b>		<b>3,960,287</b>	<b>4,762,748</b>	<b>5,500,262</b>	<b>4,917,584</b>	<b>4,503,752</b>	<b>4,541,311</b>	<b>4,541,311</b>	<b>4,774,271</b>	<b>4,970,668</b>
<b>Funding - Use</b>										
Surplus (Deficit)		<b>311,289</b>	<b>(335,549)</b>	<b>(583,698)</b>	<b>106,042</b>	<b>(327,295)</b>	<b>(372,525)</b>	<b>(356,128)</b>	<b>(624,735)</b>	<b>(777,982)</b>
<b>Departmental Use</b>										
0000	Non-Departmental	300,000								
1010	City Council, Boards, and Committees	102,729								
1020	Administration	190,635								
1030	City Attorney	70,102								
1041	Finance	67,881								
1050	Planning	164,753								
1051	Building	137,418								
1052	City Engineer	125,925								
1130	Westshore Pool	100,651								
2010	Police	1,749,049								
3020	Public Works	839,134								
3030	Parks, Buildings, and Grounds	234,156								
3034	Trash Collection	407,866								
4020	Sewer Utility	21,801								
5020	Water Utility	29,211								
<b>Total Use</b>		<b>4,541,311</b>								
Estimated Beginning Fund Balance						1,142,440	1,142,440	1,142,440	769,915	145,180
Revenue						4,176,457	4,168,786	4,185,183	4,149,536	4,192,686
Expenditures						4,503,752	4,541,311	4,541,311	4,774,271	4,970,668
Surplus (Deficit)						(327,295)	(372,525)	(356,128)	(624,735)	(777,982)
Anticipated Ending Fund Balance						815,145	769,915	786,312	145,180	(632,803)

Fund 110: General Fund  
Revenue Detail

Month: 6/30/2011 Fund: 110 - GENERAL FUND Revenues Dept: 0000 NON-DEPARTMENTAL Acct Class: 7000 TAXES	Prior Year	Current Year			(6)	(7)	(8)	
	Actual	Original Budget	Amended Budget	Actual Thru June	Estimated Total	REQUESTED	RECOMMEN ADOPTED	
700.001 PROPERTY TAXES-CURRENT SECURED	378,111	400,776	400,776	381,008	400,776	408,792	408,792	408,792
700.002 PROPERTY TAXES-CURR UNSECURED	12,544	11,836	11,836	11,348	13,153	13,153	13,153	13,153
700.003 PROPERTY TAXES-813 SUPPLEMENT	4,269	6,698	6,698	2,701	2,899	4,615	4,615	4,615
700.004 PROPERTY TRANSFER TAX	13,234	11,056	11,056	12,927	11,154	11,154	11,154	11,154
700.005 LOCAL SALES TAX	914,377	879,419	879,419	808,138	880,885	890,677	890,677	890,677
700.006 PROP 172 SALES TX (PUB SAFETY)	20,493	26,386	26,386	29,264	26,386	0	0	0
700.007 TRANSIENT OCCUPANCY TAX	88,966	120,000	120,000	73,361	74,767	85,000	85,000	85,000
700.009 TAX DEEDED LAND SALE PROCEEDS	0	0	0	0	0	0	0	0
700.010 PROPERTY TAXES-PRIOR UNSECURED	6,920	260	260	856	597	597	597	597
700.011 SPECIAL FIRE TAX	0	0	0	0	0	0	0	0
700.012 PROPERTY TAXES-PRIOR SECURED	2,806	3,490	3,490	3,004	2,883	2,883	2,883	2,883
700.013 TRANSACTION USE TAX (MEAS I)	545,605	618,292	618,292	571,921	621,317	619,431	619,431	619,431
700.014 PROPERTY IN-LIEU VLF	399,062	394,696	394,696	403,217	394,696	377,400	377,400	377,400
700.015 PROP TAXES IN-LIEU SALES TAX	268,307	277,785	277,785	277,785	277,784	310,988	310,988	310,988
700.016 PROPOSITION 1A	-42,166	0	0	0	0	0	0	0
<b>TAXES</b>	<b>2,612,528</b>	<b>2,750,694</b>	<b>2,750,694</b>	<b>2,575,530</b>	<b>2,707,297</b>	<b>2,724,690</b>	<b>2,724,690</b>	<b>2,724,690</b>
Acct Class: 7100 FRANCHISES								
710.101 P G & E FRANCHISE FEE	34,245	35,854	35,854	35,918	35,981	37,714	37,714	37,714
710.102 CABLE TV FRANCHISE FEE	28,422	23,647	23,647	25,687	25,687	30,824	30,824	30,824
710.103 COMMERCIAL TRASH FRANCHISE FEE	50,738	41,907	41,907	71,776	65,715	65,715	65,715	65,715
<b>FRANCHISES</b>	<b>113,405</b>	<b>101,408</b>	<b>101,408</b>	<b>133,381</b>	<b>127,383</b>	<b>134,253</b>	<b>134,253</b>	<b>134,253</b>
Acct Class: 7200 LICENSES								
720.201 BUSINESS LICENSES	80,159	80,000	80,000	58,927	66,553	66,553	66,553	66,553
720.202 DOG LICENSES	2,373	2,528	2,528	2,375	2,436	2,436	2,436	2,436
720.203 OTHER LICENSES	50	50	50	0	0	0	0	0
<b>LICENSES</b>	<b>82,582</b>	<b>82,578</b>	<b>82,578</b>	<b>61,302</b>	<b>68,989</b>	<b>68,989</b>	<b>68,989</b>	<b>68,989</b>
Acct Class: 7300 PERMITS								
730.301 BUILDING PERMITS	58,476	35,000	35,000	38,382	40,669	40,669	40,669	40,669
730.302 CONCEALED WEAPON PERMITS	0	0	0	0	0	0	0	0
730.303 LAND USE PERMITS-PLANNING	10,805	8,000	8,000	6,551	6,993	6,993	6,993	6,993
730.304 ENCROACHMENT PERMITS	3,419	2,000	2,000	3,128	2,998	2,998	2,998	2,998
<b>PERMITS</b>	<b>72,700</b>	<b>45,000</b>	<b>45,000</b>	<b>48,061</b>	<b>50,660</b>	<b>50,660</b>	<b>50,660</b>	<b>50,660</b>
Acct Class: 7400								
740.402 COURT FINES	11,644	10,660	10,660	15,221	15,784	12,000	12,000	12,000
740.403 PARKING ENFORCEMENT FINES	8,892	15,000	15,000	12,268	12,916	12,916	12,916	12,916
<b>FINES/FORFEITURES/PENALTIES</b>	<b>20,536</b>	<b>25,660</b>	<b>25,660</b>	<b>27,489</b>	<b>28,700</b>	<b>24,916</b>	<b>24,916</b>	<b>24,916</b>
Acct Class: 7500 USE OF MONEY/PROPERTY								
750.501 INTEREST EARNINGS	9,365	4,285	4,285	7,220	4,762	4,762	4,762	4,762
750.502 PROPERTY LEASES	4,881	4,904	4,904	14,850	6,768	6,768	6,768	6,768
<b>USE OF MONEY/PROPERTY</b>	<b>14,246</b>	<b>9,189</b>	<b>9,189</b>	<b>22,070</b>	<b>11,530</b>	<b>11,530</b>	<b>11,530</b>	<b>11,530</b>
Acct Class: 7600 INCOME FROM OTHER								
760.601 MOTOR VEHICLE LICENSE FEE	18,538	13,621	13,621	19,968	18,293	18,293	18,293	18,293
760.602 OFF HIGHWAY VEHICLE LICENSES	0	0	0	0	0	0	0	0
760.603 HOMEOWNERS PROPERTY TAX RELIEF	6,827	6,519	6,519	6,783	6,783	6,500	6,500	6,500
760.608 L U S D DARE PROGRAM	0	0	0	0	0	0	0	0
760.610 RSTP (ROAD FUNDS)	0	0	0	0	0	0	0	0
765.657 SCHOOL RESOURCE OFFICER REIMB	22,538	25,000	25,000	25,000	25,000	25,000	25,000	25,000
<b>INCOME FROM OTHER AGENCIES</b>	<b>47,903</b>	<b>45,140</b>	<b>45,140</b>	<b>51,751</b>	<b>50,076</b>	<b>49,793</b>	<b>49,793</b>	<b>49,793</b>
Acct Class: 7650 FEDERAL FUNDING								
765.652 CRIME BILL GRANT	0	0	0	0	0	0	0	0

Month: 6/30/2011	Prior Year Actual	Current Year			Estimated Total	(6) REQUESTED	(7) RECOMMEN	(8) ADOPTED
		Original Budget	Amended Budget	Actual Thru June				
Fund: 110 - GENERAL FUND								
Revenues								
Dept: 0000 NON-DEPARTMENTAL								
Acct Class: 7650 FEDERAL FUNDING								
765.656 DOJ BULLETPROOF VEST GRANT	0	0	0	0	0	0	0	0
FEDERAL FUNDING	0	0	0	0	0	0	0	0
Acct Class: 7660 STATE FUNDING								
766.661 COPS GRANT	100,048	75,000	75,000	98,916	98,916	0	0	0
766.662 STATE 1998 DISASTER NO. 1203	0	0	0	0	0	0	0	0
766.663 STATE 1997 DISASTER NO. 1155	0	0	0	0	0	0	0	0
766.664 STATE 1995 DISASTER NO. 1046	0	0	0	0	0	0	0	0
766.665 STATE 1995 DISASTER NO. 1044	0	0	0	0	0	0	0	0
766.666 AB 1661 ERAF RELIEF!!	42,166	0	0	42,166	42,166	50,599	40,000	40,000
766.667 CAL TRANS 1203 DISASTER RELIEF	0	0	0	0	0	0	0	0
766.668 PROPOSITION 116 SIDEWALK GRANT	0	0	0	0	0	0	0	0
766.669 O T S MOTORCYCLE GRANT	0	0	0	0	0	0	0	0
766.670 DBW 3RD ST GRANT C#96-101-074	0	0	0	0	0	0	0	0
766.671 BOOKING FEE REIMBURSEMENT	0	0	0	0	0	0	0	0
766.672 OCJP TECH/EQPMNT GRANT	0	0	0	0	0	0	0	0
766.673 CA LAW ENFRMNT EQ PROGRAM	0	0	0	0	0	0	0	0
766.674 TRAFFIC CONGESTION RELIEF	0	0	0	0	0	0	0	0
766.675 PARK/CAPITA BOND ACT OF 2000	0	0	0	0	0	0	0	0
766.676 FIFTH ST. RAMP REPAIR-DBW	0	0	0	0	0	0	0	0
766.677 STATE MANDATE REIMBURSEMENT	0	0	0	3,074	3,474	3,689	3,689	3,689
766.678 STIP PAVEMENT REHAB FUNDING	0	0	0	0	0	0	0	0
766.680 SB621 - INDIAN GAMING FUNDS	0	0	0	26,298	0	26,300	26,300	26,300
766.686 SAFE ROUTES TO SCHOOL (SR2S)	0	0	0	0	0	0	0	0
766.688 LAKESHORE STORM DAM RPR PROJ	0	0	0	0	0	0	0	0
766.689 FORBES CREEK TRAIL GRANT	0	0	0	0	0	0	0	0
766.691 CHRP GRANT	0	60,079	60,079	0	60,079	80,942	80,942	80,942
STATE FUNDING	142,214	135,079	135,079	170,454	204,635	161,530	150,931	150,931
Acct Class: 7700 CHARGES FOR CURRENT								
770.711 ENGINEERING SERVICES	360	0	0	669	803	803	803	803
770.712 PUB WKS CONSTRUCTION SERVICES	0	0	0	0	0	0	0	0
770.713 PLAN REVIEW FEES	32,815	12,500	12,500	26,245	28,554	28,554	28,554	28,554
770.714 APC ADMINISTRATIVE SERVICES	10,472	9,000	9,000	6,457	7,749	7,749	7,749	7,749
770.715 TRASH COLLECTION	457,498	472,435	472,435	475,910	440,000	428,621	428,621	428,621
770.718 PLANNING SERVICES	878	500	500	0	0	500	500	500
CHARGES FOR CURRENT SERVICES	502,023	494,435	494,435	509,281	477,106	466,227	466,227	466,227
Acct Class: 7800 OTHER REVENUE								
780.801 SUNDRY REVENUES	3,981	5,615	5,615	72,985	73,000	13,432	13,432	13,432
780.802 SALE OF DOCUMENT COPIES	787	742	742	1,343	656	656	656	656
780.803 APPLICATION REQUEST FEES	630	655	655	570	540	540	540	540
780.804 DUI COST RECOVERY	0	0	0	0	0	0	0	0
780.806 INSURANCE REBATES	156,759	0	79,530	79,530	79,530	45,000	45,000	45,000
780.807 SALE OF EQUIPMENT	1,000	0	0	0	0	0	0	0
780.808 SALE OF LAND	0	0	0	0	0	0	0	0
780.812 OFFICE RENT/MNTNCE/CITY CNCL	158,256	160,946	160,946	147,435	160,946	165,774	142,581	142,581
780.813 WEED ABATEMENT	0	0	0	0	0	0	0	0
780.814 R L F ADMINISTRATION	0	0	0	0	0	0	0	0
780.815 AMBULANCE TRANSFERS	0	0	0	0	0	0	0	0
780.818 WSTSHR POOL REVENUE	18,476	40,000	40,000	38,485	35,000	35,000	35,000	35,000
780.819 WSTSHR POOL VNDNG MCHNS	0	0	0	516	619	619	619	619
780.821 PROCEEDS FROM LEASE	319,292	0	0	0	0	0	0	0
780.822 WSTSHR POOL ADVERTISING	0	0	0	0	0	0	0	0
780.823 WSTSHR POOL DONATIONS	0	0	0	0	0	0	0	0
780.824 SWIMMING LESSONS	0	0	0	0	0	0	0	0

Month: 6/30/2011	Prior Year Actual	Current Year			Estimated Total	(6) REQUESTED	(7) RECOMMEN	(8) ADOPTED
		Original Budget	Amended Budget	Actual Thru June				
Fund: 110 - GENERAL FUND								
Revenues								
Dept: 0000 NON-DEPARTMENTAL								
Acct Class: 7800 OTHER REVENUE								
780.825 OTHER INCOME	4,855	0	0	0	0	0	0	0
780.826 PARKING IN-LIEU FEE	0	0	0	0	0	0	0	0
780.827 TRAFFIC MITIGATION IMPACT FEE	0	0	0	0	0	0	0	0
780.828 ANIMAL CONTROL DONATIONS	0	0	0	0	0	0	0	0
780.830 BEVINS ST. MAINTENANCE	0	0	0	0	0	0	0	0
780.831 BEVINS/PARALLEL REIMBURSE DIST	0	0	0	0	0	0	0	0
780.832 WESTSIDE PARK USE	1,000	1,000	1,000	575	690	690	690	690
780.833 POST TRAINING REIMBURSEMENT	0	0	0	0	0	0	5,000	5,000
780.834 REMIF TRAINING REIMBURSEMENT	0	0	0	0	0	0	3,800	3,800
780.835 FIREWORKS SURCHARGE	0	0	0	3,854	3,854	4,625	4,625	4,625
780.836 FIREWORKS	0	0	0	4,325	4,325	5,190	5,190	5,190
780.850 BOND PROCEEDS	0	0	0	0	0	0	0	0
OTHER REVENUE	665,036	208,958	288,488	349,618	359,160	271,526	257,133	257,133
Acct Class: A13 TRANSFERS								
790.000 TRANSFERS IN	154,026	924,280	938,893	5,000	938,893	213,146	230,467	246,061
791.000 TRANSFERS OUT	-400,000	-850,000	-850,000	0	-850,000	0	0	0
TRANSFERS	-245,974	74,280	88,893	5,000	88,893	213,146	230,467	246,061
Total Revenues	4,027,199	3,972,421	4,066,564	3,953,937	4,174,429	4,177,260	4,169,589	4,185,183
Grand Total:	4,027,199	3,972,421	4,066,564	3,953,937	4,174,429	4,177,260	4,169,589	4,185,183

Fund 120: General Fund Reserve

Type: Governmental

	Prior FYs		Current		FY 2011/12			Projections		
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	FY 2013/2014	
	Actual	Actual	Budget	Estimated	Requested	Recommended	Adopted	Projected	Projected	
<b>Revenue Sources</b>										
7500	Interest Earnings		1,772	0	4,250	4,271	4,271	4,271	6,495	6,528
A13	Transfers		200,000	850,000	850,000	0	0	0	0	0
Total Revenue		0	201,772	854,250	854,250	4,271	4,271	4,271	6,495	6,528

<b>Expenditures</b>										
	Salaries and Benefits		0	0	0	0	0	0	0	0
	Operations		0	0	0	0	0	0	0	0
	Capital Outlay /CIP		0	0	0	0	0	0	0	0
	Transfers Out		31,137	0	0	0	0	0	0	0
Total Expenditure		0	31,137	0	0	0	0	0	0	0

<b>Funding - Use</b>										
Surplus (Deficit)		0	170,635	854,250	854,250	4,271	4,271	4,271	6,495	6,528

<b>Departmental Use</b>										
0000	Non-Departmental	0								
1010	City Council, Boards, and Committees	0								
1020	Administration	0								
1030	City Attorney	0								
1041	Finance	0								
1050	Planning	0								
1051	Building	0								
1052	City Engineer	0								
1130	Westshore Pool	0								
2010	Police	0								
3020	Public Works	0								
3030	Parks, Buildings, and Grounds	0								
4020	Sewer Utility	0								
5020	Water Utility	0								
Total Use		0								

Estimated Beginning Fund Balance	1,294,735	1,294,735	1,294,735	1,299,006	1,305,501
Revenue	4,271	4,271	4,271	6,495	6,528
Expenditures	0	0	0	0	0
Surplus (Deficit)	4,271	4,271	4,271	6,495	6,528
Anticipated Ending Fund Balance	1,299,006	1,299,006	1,299,006	1,305,501	1,312,029

Fund 202: Park Land Dedication Fund  
Type: Special Revenue

	Prior FYs		Current		FY 2011/12			Projections	
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	FY 2013/2014
	Actual	Actual	Budget	Estimated	Requested	Recommended	Adopted	Projected	Projected
<b>Revenue Sources</b>									
Interest Earnings	1,558	235	200	67	67	67	67	100	50
Property Leases					9,000	9,000	9,000		
Parkland Dedication Fee	4,430	(15,492)	0	(15,492)	0	0	0	0	0
Transfers In	0	0	0	0	0	0	0	0	0
<b>Total Revenue</b>	<b>5,988</b>	<b>(15,257)</b>	<b>200</b>	<b>(15,425)</b>	<b>9,067</b>	<b>9,067</b>	<b>9,067</b>	<b>100</b>	<b>50</b>
<b>Expenditures</b>									
Salaries and Benefits	0	0	0	0	0	0	0	0	0
Operations	0	0	0	0	110,000	110,000	110,000	15,492	15,492
Capital Outlay/CIP	76,360	(7)	0	0	0	0	0	0	0
Transfers Out	0	0	0	0	0	0	0	0	0
<b>Total Expenditure</b>	<b>76,360</b>	<b>(7)</b>	<b>0</b>	<b>0</b>	<b>110,000</b>	<b>110,000</b>	<b>110,000</b>	<b>15,492</b>	<b>15,492</b>
<b>Funding - Use</b>									
Surplus (Deficit)	(70,372)	(15,250)	200	(15,425)	(100,933)	(100,933)	(100,933)	(15,392)	(15,442)

<b>Departmental Use</b>		
0000	Non-Departmental	110,000
<b>Total Use</b>		<b>110,000</b>

Estimated Beginning Fund Balance	22,925	22,925	22,925	(78,008)	(93,400)
Revenue	9,067	9,067	9,067	100	50
Expenditures	110,000	110,000	110,000	15,492	15,492
Surplus (Deficit)	(100,933)	(100,933)	(100,933)	(15,392)	(15,442)
Anticipated Ending Fund Balance	(78,008)	(78,008)	(78,008)	(93,400)	(108,842)

Fund 203: HUTA Gas Tax  
Type: Special Revenue

	Prior FYs		Current		FY 2011/12			Projections		
	FY 2008/2009	FY 2009/2010	FY 2010/2011		FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	FY 2013/2014	
	Actual	Actual	Budget	Estimated	Requested	Recommended	Adopted	Projected	Projected	
<b>Revenue Sources</b>										
Interest Earnings	963	348	0	449	421	421	421	423	425	
2105 State Gas Tax	25,437	26,992	78,300	27,683	27,132	27,132	27,132	28,489	29,913	
2106 State Gas Tax	20,950	23,567	22,661	23,207	23,207	23,207	23,207	24,367	25,586	
2107 State Gas Tax	33,869	37,398	36,268	36,840	36,840	36,840	36,840	38,682	40,616	
2107.5 State Gas Tax	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,100	2,205	
2103 State Gas Tax	0	0	0	51,503	57,018	57,018	57,018	59,869	62,862	
Transfers		-26,751	0	0	0	0	0	0	0	
<b>Total Revenue</b>	<b>83,218</b>	<b>63,554</b>	<b>139,229</b>	<b>141,682</b>	<b>146,618</b>	<b>146,618</b>	<b>146,618</b>	<b>153,930</b>	<b>161,607</b>	
<b>Expenditures</b>										
Salaries and Benefits										
Operations										
Capital Outlay/CIP					259,200	259,200	259,200			
Transfers Out					28,800	28,800	28,800	153,930	161,607	
<b>Total Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>288,000</b>	<b>288,000</b>	<b>288,000</b>	<b>153,930</b>	<b>161,607</b>	
<b>Funding - Use</b>										
Surplus (Deficit)	<b>83,218</b>	<b>63,554</b>	<b>139,229</b>	<b>141,682</b>	<b>-141,382</b>	<b>-141,382</b>	<b>-141,382</b>	<b>0</b>	<b>0</b>	
<b>Departmental Use</b>										
0000 Non-Departmental	28,800									
1010 City Council, Boards, and Committees										
1020 Administration										
1030 City Attorney										
1041 Finance										
1050 Planning										
1051 Building										
1052 City Engineer										
1130 Westshore Pool										
2010 Police										
3020 Public Works	259,200									
3030 Parks, Buildings, and Grounds										
4020 Sewer Utility										
5020 Water Utility										
<b>Total Use</b>	<b>288,000</b>									
					Estimated Beginning Fund Balance	141,682	141,682	141,682	299	299
					Revenue	146,618	146,618	146,618	153,930	161,607
					Expenditures	288,000	288,000	288,000	153,930	161,607
					Surplus (Deficit)	(141,382)	(141,382)	(141,382)	(0)	0
					Anticipated Ending Fund Balance	299	299	299	299	299

Fund 207: Prop 172 Public Safety Tax  
Type: Special Revenue

	Prior FYs		Current		FY 2011/12			Projections	
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	FY 2013/2014
	Actual	Actual	Budget	Estimated Actual	Requested	Recommended	Adopted	Projected	Projected
<b>Revenue Sources</b>									
Prop 172 Public Safety Tax Revenue	0	0	0	0	16,000	16,000	16,000	16,480	17,139
Transfers	0	0	0	0	0	0	0	0	0
<b>Total Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>16,000</b>	<b>16,000</b>	<b>16,000</b>	<b>16,480</b>	<b>17,139</b>
<b>Expenditures</b>									
Salaries and Benefits	0	0	0	0	0	0	0	0	0
Operations	0	0	0	0	16,000	16,000	16,000	16,480	17,139
Capital Outlay/CIP	0	0	0	0	0	0	0	0	0
Transfers Out	0	0	0	0	0	0	0	0	0
<b>Total Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>16,000</b>	<b>16,000</b>	<b>16,000</b>	<b>16,480</b>	<b>17,139</b>
<b>Funding - Use</b>									
Surplus (Deficit)	0	0	0	0	0	0	0	0	0
<b>Departmental Use</b>									
0000 Non-Departmental									
2010 Police									
<b>Total Use</b>	<b>0</b>								

Estimated Beginning Fund Balance	0	0	0	0	0
Revenue	16,000	16,000	16,000	16,480	17,139
Expenditures	16,000	16,000	16,000	16,480	17,139
Surplus (Deficit)	0	0	0	0	0
Anticipated Ending Fund Balance	0	0	0	0	0

Fund 208: TDA Non-Transit Fund  
Type: Special Revenue

	Prior FYs		Current		FY 2011/12			Projections	
	FY 2008/2009	FY 2009/2010	FY 2010/2011		FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	FY 2013/2014
	Actual	Actual	Budget	Estimated	Requested	Recommended	Adopted	Projected	Projected
<b>Revenue Sources</b>									
Interest Earnings	1,500	593	400	570	0	0	0	0	0
Transportation Tax - Non-Transit	0	0	0	0	0	0	0	0	0
Transfers	0	0	0	0	0	0	0	0	0
<b>Total Revenue</b>	<b>1,500</b>	<b>593</b>	<b>400</b>	<b>570</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditures</b>									
Salaries and Benefits	0	0	0	0	0	0	0	0	0
Operations	0	0	0	0	0	0	0	0	0
Capital Outlay/CIP	0	0	0	0	0	0	0	0	0
Transfers Out	0	0	113,897	114,660	0	0	0	0	0
<b>Total Expenditure</b>	<b>0</b>	<b>0</b>	<b>113,897</b>	<b>114,660</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Funding - Use</b>									
Surplus (Deficit)	<b>1,500</b>	<b>593</b>	<b>-113,497</b>	<b>-114,090</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Departmental Use</b>	
0000	Non-Departmental
1010	City Council, Boards, and Committees
1020	Administration
1030	City Attorney
1041	Finance
1050	Planning
1051	Building
1052	City Engineer
1130	Westshore Pool
2010	Police
3020	Public Works
3030	Parks, Buildings, and Grounds
4020	Sewer Utility
5020	Water Utility
<b>Total Use</b>	
	<b>0</b>

Estimated Beginning Fund Balance	0	0	0	0	0
Revenue	0	0	0	0	0
Expenditures	0	0	0	0	0
Surplus (Deficit)	0	0	0	0	0
Anticipated Ending Fund Balance	0	0	0	0	0

Fund 209: Lakeport Housing Fund  
Fund Type: Special Revenue

	Prior FYs		Current		FY 2011/12			Projections	
	FY 2008/2009	FY 2009/2010	FY 2010/2011		FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	FY 2013/2014
	Actual	Actual	Budget	Estimated	Requested	Recommended	Adopted	Projected	Projected
<b>Revenue Sources</b>									
Interest Earnings	0	0	0	0	0	0	0	0	0
Principal and Interest Earnings	5,657	5,267	0	6,125	6,125	6,125	6,125	6,309	6,498
Transfers In	0	0	0	0	0	0	0	0	0
<b>Total Revenue</b>	<b>5,657</b>	<b>5,267</b>	<b>0</b>	<b>6,125</b>	<b>6,125</b>	<b>6,125</b>	<b>6,125</b>	<b>6,309</b>	<b>6,498</b>
<b>Expenditures</b>									
Salaries and Benefits	0	0	0	0	0	0	0	0	0
Operations	0	0	0	0	0	0	0	0	0
Capital Outlay/CIP	0	0	0	0	0	0	0	0	0
Transfers Out	0	0	0	0	0	0	0	0	0
<b>Total Expenditure</b>	<b>0</b>								
<b>Funding - Use</b>									
Surplus (Deficit)	<b>5,657</b>	<b>5,267</b>	<b>0</b>	<b>6,125</b>	<b>6,125</b>	<b>6,125</b>	<b>6,125</b>	<b>6,309</b>	<b>6,498</b>

<b>Departmental Use</b>	
0000	Non-Departmental
1010	City Council, Boards, and Committees
1020	Administration
1030	City Attorney
1041	Finance
1050	Planning
1051	Building
1052	City Engineer
1130	Westshore Pool
2010	Police
3020	Public Works
3030	Parks, Buildings, and Grounds
4020	Sewer Utility
5020	Water Utility
<b>Total Use</b>	<b>0</b>

Estimated Beginning Fund Balance	(228,251)	(228,251)	(228,251)	(222,126)	(215,817)
Revenue	6,125	6,125	6,125	6,309	6,498
Expenditures	0	0	0	0	0
Surplus (Deficit)	6,125	6,125	6,125	6,309	6,498
Anticipated Ending Fund Balance	(222,126)	(222,126)	(222,126)	(215,817)	(209,319)

Fund 210: CDBG Economic Business Loan  
Type: Special Revenue

	Prior FYs		Current		FY 2011/12			Projections	
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	FY 2013/2014
	Actual	Actual	Budget	Estimated	Requested	Recommended	Adopted	Projected	Projected
<b>Revenue Sources</b>									
Interest Earnings	2,855	809	580	570	570	570	570	446	582
CDBG/EDBG Grants	0	0	0	0	0	0	0	0	0
Principal and Interest Earnings	40,544	53,809	45,000	38,140	38,140	38,140	38,140	40,000	42,000
Transfers In	0	0	0	0	0	0	0	0	0
<b>Total Revenue</b>	<b>43,399</b>	<b>54,618</b>	<b>45,580</b>	<b>38,710</b>	<b>38,710</b>	<b>38,710</b>	<b>38,710</b>	<b>40,446</b>	<b>42,582</b>
<b>Expenditures</b>									
Salaries and Benefits	0	0	0	0	0	0	0	0	0
Operations	194,941	170,679	55,256	13,566	11,279	11,279	11,279	12,000	12,360
Capital Outlay/CIP	0	0	0	0	0	0	0	0	0
Transfers Out	35,000	0	20,000	20,000	1,588	1,588	1,588	1,200	1,236
<b>Total Expenditure</b>	<b>229,941</b>	<b>170,679</b>	<b>75,256</b>	<b>33,566</b>	<b>12,867</b>	<b>12,867</b>	<b>12,867</b>	<b>13,200</b>	<b>13,596</b>
<b>Funding - Use</b>									
Surplus (Deficit)	(186,542)	(116,061)	(29,676)	5,144	25,843	25,843	25,843	27,246	28,986
<b>Departmental Use</b>									
0000 Non-Departmental								1,588	
6030 Economic Development								11,279	
<b>Total Use</b>								<b>12,867</b>	

Estimated Beginning Fund Balance	63,312	63,312	63,312	89,155	116,401
Revenue	38,710	38,710	38,710	40,446	42,582
Expenditures	12,867	12,867	12,867	13,200	13,596
Surplus (Deficit)	25,843	25,843	25,843	27,246	28,986
Anticipated Ending Fund Balance	89,155	89,155	89,155	116,401	145,387

Fund 228: Housing Revolving Loan (RLA) Fund  
Type: Special Revenue

	Prior FYs		Current		FY 2011/12			Projections	
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	FY 2013/2014
	Actual	Actual	Budget	Estimated	Requested	Recommended	Adopted	Projected	Projected
<b>Revenue Sources</b>									
Interest Earnings	627	100	43	30	210	210	210	242	305
Principal & Interest Payments	40,544	52,026	47,525	34,730	34,730	34,730	34,730	35,000	37,000
Transfers In	0	0	0	0	0	0	0	0	0
<b>Total Revenue</b>	<b>41,172</b>	<b>52,126</b>	<b>47,568</b>	<b>34,760</b>	<b>34,940</b>	<b>34,940</b>	<b>34,940</b>	<b>35,242</b>	<b>37,305</b>
<b>Expenditures</b>									
Salaries and Benefits	0	0	0	0	10,675	8,631	8,631	0	0
Operations	136,689	41,299	39,934	20,836	18,231	18,204	18,204	18,596	18,968
Capital Outlay/CIP	0	0	0	0	0	0	0	0	0
Transfers Out	0	0	8,750	8,750	1,823	1,823	1,823	1,860	1,897
<b>Total Expenditure</b>	<b>136,689</b>	<b>41,299</b>	<b>48,684</b>	<b>29,586</b>	<b>30,729</b>	<b>28,658</b>	<b>28,658</b>	<b>20,455</b>	<b>20,864</b>
<b>Funding - Use</b>									
Surplus (Deficit)	(95,517)	10,827	(1,116)	5,174	4,211	6,282	6,282	14,786	16,441
<b>Departmental Use</b>									
0000 Non-Departmental	1,823								
6010 Lakeport Housing	26,835								
<b>Total Use</b>	<b>28,658</b>								
Estimated Beginning Fund Balance					42,024	42,024	42,024	46,235	61,021
Revenue					34,940	34,940	34,940	35,242	37,305
Expenditures					30,729	28,658	28,658	20,455	20,864
Surplus (Deficit)					4,211	6,282	6,282	14,786	16,441
Anticipated Ending Fund Balance					46,235	48,306	48,306	61,021	77,462

Fund 232: Emergency Housing Assistance Fund  
Type: Special Revenue

	Prior FYs		Current		FY 2011/12			Projections	
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	FY 2013/2014
	Actual	Actual	Budget	Estimated	Requested	Recommended	Adopted	Projected	Projected
<b>Revenue Sources</b>									
Interest Earnings	305	173	165	100	232	232	232	33	-21
Emergency Housing Assistance Revenue	0	32,145	0	0	0	0	0	0	0
Transfers In	0	0	0	0	0	0	0	0	0
<b>Total Revenue</b>	<b>305</b>	<b>32,318</b>	<b>165</b>	<b>100</b>	<b>232</b>	<b>232</b>	<b>232</b>	<b>33</b>	<b>-21</b>
<b>Expenditures</b>									
Salaries and Benefits	0	0	0	0	6,100	6,100	6,100	0	0
Operations	690	6,320	47,015	2,534	2,951	2,951	2,951	10,000	10,000
Capital Outlay/CIP	0	0	0	0	0	0	0	0	0
Transfers Out	0	0	0	0	905	30,905	30,905	1,000	1,000
<b>Total Expenditure</b>	<b>690</b>	<b>6,320</b>	<b>47,015</b>	<b>2,534</b>	<b>9,956</b>	<b>39,956</b>	<b>39,956</b>	<b>11,000</b>	<b>11,000</b>
<b>Funding - Use</b>									
Surplus (Deficit)	(385)	25,998	(46,850)	(2,434)	(9,724)	(39,724)	(39,724)	(10,967)	(11,021)
<b>Departmental Use</b>									
0000 Non-Departmental	30,905								
6010 Lakeport Housing	9,051								
<b>Total Use</b>	<b>39,956</b>								
Estimated Beginning Fund Balance					46,410	46,410	46,410	6,686	(4,281)
Revenue					232	232	232	33	(21)
Expenditures					9,956	39,956	39,956	11,000	11,000
Surplus (Deficit)					(9,724)	(39,724)	(39,724)	(10,967)	(11,021)
Anticipated Ending Fund Balance					36,686	6,686	6,686	(4,281)	(15,302)

Fund 233: Micro Enterprise Loan Fund  
Type: Special Revenue

	Prior FYs		Current		FY 2011/12			Projections	
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	FY 2013/2014
	Actual	Actual	Budget	Estimated	Requested	Recommended	Adopted	Projected	Projected
<b>Revenue Sources</b>									
Interest Earnings	28	11	11	0	18	18	18	35	53
Principal & Interest Payments	1,121	1,783	2,500	3,339	3,339	3,339	3,339	3,500	3,600
Transfers In	35,000	0	20,000	0	0	0	0	0	0
<b>Total Revenue</b>	<b>36,149</b>	<b>1,794</b>	<b>22,511</b>	<b>3,339</b>	<b>3,357</b>	<b>3,357</b>	<b>3,357</b>	<b>3,535</b>	<b>3,653</b>
<b>Expenditures</b>									
Salaries and Benefits	0	0	0	0	0	0	0	0	0
Operations	35,000	0	15,764	835	0	0	0	0	0
Capital Outlay/CIP	0	0	0	0	0	0	0	0	0
Transfers Out	0	0	0	0	0	0	0	0	0
<b>Total Expenditure</b>	<b>35,000</b>	<b>0</b>	<b>15,764</b>	<b>835</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Funding - Use</b>									
Surplus (Deficit)	<b>1,149</b>	<b>1,794</b>	<b>6,747</b>	<b>2,504</b>	<b>3,357</b>	<b>3,357</b>	<b>3,357</b>	<b>3,535</b>	<b>3,653</b>
<b>Departmental Use</b>									
0000 Non-Departmental	0								
6030 Economic Development Program	0								
<b>Total Use</b>	<b>0</b>								

Estimated Beginning Fund Balance	3,664	3,664	3,664	7,021	10,556
Revenue	3,357	3,357	3,357	3,535	3,653
Expenditures	0	0	0	0	0
Surplus (Deficit)	3,357	3,357	3,357	3,535	3,653
Anticipated Ending Fund Balance	7,021	7,021	7,021	10,556	14,209

Fund 235: 2009 HOME Grant  
Type: Special Revenue

	Prior FYs		Current		FY 2011/12			Projections	
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	FY 2013/2014
	Actual	Actual	Budget	Estimated	Requested	Recommended	Adopted	Projected	Projected
<b>Revenue Sources</b>									
Interest Earnings	0	0	0	653	3	3	3	0	0
HOME 2009 Program Funding	0	0	400,000	187,952	420,829	420,829	420,829	191,219	0
Transfers In	0	0	0	0	0	0	0	0	0
<b>Total Revenue</b>	<b>0</b>	<b>0</b>	<b>400,000</b>	<b>188,605</b>	<b>420,832</b>	<b>420,832</b>	<b>420,832</b>	<b>191,219</b>	<b>0</b>
<b>Expenditures</b>									
Salaries and Benefits	0	0	0	0	28,000	28,000	28,000	0	0
Operations	0	1,098	375,000	163,056	369,135	369,135	369,135	154,260	0
Capital Outlay/CIP	0	0	0	0	0	0	0	0	0
Transfers Out	0	0	24,896	24,896	42,083	42,083	42,083	19,122	0
<b>Total Expenditure</b>	<b>0</b>	<b>1,098</b>	<b>399,896</b>	<b>187,952</b>	<b>439,218</b>	<b>439,218</b>	<b>439,218</b>	<b>173,382</b>	<b>0</b>
<b>Funding - Use</b>									
Surplus (Deficit)	<b>0</b>	<b>(1,098)</b>	<b>104</b>	<b>653</b>	<b>(18,386)</b>	<b>(18,386)</b>	<b>(18,386)</b>	<b>17,837</b>	<b>0</b>

<b>Departmental Use</b>		
0000	Non-Departmental	42,083
6010	Lakeport Housing	397,135
<b>Total Use</b>		<b>439,218</b>

Estimated Beginning Fund Balance	549	549	549	(17,837)	(0)
Revenue	420,832	420,832	420,832	191,219	0
Expenditures	439,218	439,218	439,218	173,382	0
Surplus (Deficit)	(18,386)	(18,386)	(18,386)	17,837	0
Anticipated Ending Fund Balance	(17,837)	(17,837)	(17,837)	(0)	(0)

Fund 236: P/TA Grant #09-PTAG-6504  
Type: Special Revenue

	Prior FYs		Current		FY 2011/12			Projections	
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	FY 2013/2014
	Actual	Actual	Budget	Estimated	Requested	Recommended	Adopted	Projected	Projected
<b>Revenue Sources</b>									
Interest Earnings	0	0	0	0	0	0	0	0	0
P/TA GRANT	0	0	35,000	0	35,000	35,000	35,000	0	0
Transfers In	0	0	0	0	0	0	0	0	0
<b>Total Revenue</b>	<b>0</b>	<b>0</b>	<b>35,000</b>	<b>0</b>	<b>35,000</b>	<b>35,000</b>	<b>35,000</b>	<b>0</b>	<b>0</b>
<b>Expenditures</b>									
Salaries and Benefits	0	0	0	0	0	0	0	0	0
Operations	0	0	26,250	0	26,250	26,250	26,250	0	0
Capital Outlay/CIP	0	0	0	0				0	0
Transfers Out	0	0	8,750	0	8,750	8,750	8,750	0	0
<b>Total Expenditure</b>	<b>0</b>	<b>0</b>	<b>35,000</b>	<b>0</b>	<b>35,000</b>	<b>35,000</b>	<b>35,000</b>	<b>0</b>	<b>0</b>
<b>Funding - Use</b>									
Surplus (Deficit)	0	0	0	0	0	0	0	0	0
<b>Departmental Use</b>									
0000	Non-Departmental	8,750							
6030	Economic Development	26,250							
	<b>Total Use</b>	<b>35,000</b>							

Estimated Beginning Fund Balance	0	0	0	0	0
Revenue	35,000	35,000	35,000	0	0
Expenditures	35,000	35,000	35,000	0	0
Surplus (Deficit)	0	0	0	0	0
Anticipated Ending Fund Balance	0	0	0	0	0

Fund 237: Business Loan RLF  
Type: Special Revenue

	Prior FYs		Current		FY 2011/12			Projections	
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	FY 2013/2014
	Actual	Actual	Budget	Estimated	Requested	Recommended	Adopted	Projected	Projected
<b>Revenue Sources</b>									
Interest Earnings	0	0	0	0	0	0	0	0	0
EDBG/CDBG Grants	0	0	300,000	6,000	294,000	294,000	294,000	0	0
Transfers In	0	0	0	0	0	0	0	0	0
<b>Total Revenue</b>	<b>0</b>	<b>0</b>	<b>300,000</b>	<b>6,000</b>	<b>294,000</b>	<b>294,000</b>	<b>294,000</b>	<b>0</b>	<b>0</b>
<b>Expenditures</b>									
Salaries and Benefits	0	0	0	0	0	0	0	0	0
Operations	0	0	259,750	6,000	249,900	249,900	249,900	0	0
Capital Outlay/CIP	0	0	0	0				0	0
Transfers Out	0	0	10,000	0	44,100	44,100	44,100	0	0
<b>Total Expenditure</b>	<b>0</b>	<b>0</b>	<b>269,750</b>	<b>6,000</b>	<b>294,000</b>	<b>294,000</b>	<b>294,000</b>	<b>0</b>	<b>0</b>
<b>Funding - Use</b>									
Surplus (Deficit)	0	0	30,250	0	0	0	0	0	0
<b>Departmental Use</b>									
0000	Non-Departmental	44,100							
6030	Economic Development	249,900							
<b>Total Use</b>		<b>294,000</b>							

Estimated Beginning Fund Balance	0	0	0	0	0
Revenue	294,000	294,000	294,000	0	0
Expenditures	294,000	294,000	294,000	0	0
Surplus (Deficit)	0	0	0	0	0
Anticipated Ending Fund Balance	0	0	0	0	0

Fund 238: CDBG Grant 2010  
Type: Special Revenue

	Prior FYs		Current		FY 2011/12			Projections	
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	FY 2013/2014
	Actual	Actual	Budget	Estimated Actual	Requested	Recommended	Adopted	Projected	Projected
<b>Revenue Sources</b>									
Interest Earnings	0	0	0	0	0	0	0	450	0
EDBG/CDBG Grants	0	0	400,000	6,000	394,000	245,460	245,460	148,540	0
Transfers In	0	0	0	0	90,000	90,000	90,000	0	0
<b>Total Revenue</b>	<b>0</b>	<b>0</b>	<b>400,000</b>	<b>6,000</b>	<b>484,000</b>	<b>335,460</b>	<b>335,460</b>	<b>148,990</b>	<b>0</b>
<b>Expenditures</b>									
Salaries and Benefits	0	0	0	0	20,000	20,000	20,000	20,000	0
Operations	0	0	180,000	6,000	196,052	196,052	196,052	218,990	0
Capital Outlay/CIP	0	0	0	0	0	0	0	0	0
Transfers Out	0	0	20,000	0	29,408	29,408	29,408	0	0
<b>Total Expenditure</b>	<b>0</b>	<b>0</b>	<b>200,000</b>	<b>6,000</b>	<b>245,460</b>	<b>245,460</b>	<b>245,460</b>	<b>238,990</b>	<b>0</b>
<b>Funding - Use</b>									
Surplus (Deficit)	0	0	200,000	0	238,540	90,000	90,000	(90,000)	0
<b>Departmental Use</b>									
0000 Non-Departmental								29,408	
6010 Lakeport Housing								216,052	
<b>Total Use</b>								<b>245,460</b>	
Estimated Beginning Fund Balance					0	0	0	90,000	0
Revenue					484,000	335,460	335,460	148,990	0
Expenditures					245,460	245,460	245,460	238,990	0
Surplus (Deficit)					238,540	90,000	90,000	(90,000)	0
Anticipated Ending Fund Balance					238,540	90,000	90,000	0	0

Fund 401: Tenth Street Drainage Fund  
Type: Special Revenue

	Prior FYs		Current		FY 2011/12			Projections	
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	FY 2013/2014
	Actual	Actual	Budget	Estimated	Requested	Recommended	Adopted	Projected	Projected
<b>Revenue Sources</b>									
Interest Earnings	1,103	516	350	350	422	422	422	424	426
Transfers In	0	0	0	0	0	0	0	0	0
<b>Total Revenue</b>	<b>1,103</b>	<b>516</b>	<b>350</b>	<b>350</b>	<b>422</b>	<b>422</b>	<b>422</b>	<b>424</b>	<b>426</b>
<b>Expenditures</b>									
Salaries and Benefits	0	0	0	0	0	0	0	0	0
Operations	0	0	0	0	0	0	0	0	0
Capital Outlay/CIP	0	0	0	0	0	0	0	0	0
Transfers Out	0	0	0	0	0	0	0	0	0
<b>Total Expenditure</b>	<b>0</b>								
<b>Funding - Use</b>									
Surplus (Deficit)	<b>1,103</b>	<b>516</b>	<b>350</b>	<b>350</b>	<b>422</b>	<b>422</b>	<b>422</b>	<b>424</b>	<b>426</b>
<b>Departmental Use</b>									
0000 Non-Departmental	0								
<b>Total Use</b>	<b>0</b>								

Estimated Beginning Fund Balance	84,333	84,333	84,333	84,755	85,178
Revenue	422	422	422	424	426
Expenditures	0	0	0	0	0
Surplus (Deficit)	422	422	422	424	426
Anticipated Ending Fund Balance	84,755	84,755	84,755	85,178	85,604

Fund 402: Lakeport Blvd Improvement Fund  
Type: Special Revenue

	Prior FYs		Current		FY 2011/12			Projections	
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	FY 2013/2014
	Actual	Actual	Budget	Estimated	Requested	Recommended	Adopted	Projected	Projected
<b>Revenue Sources</b>									
Interest Earnings	1,512	708	450	450	578	578	578	581	584
Transfers In	0	0	0	0	0	0	0	0	0
<b>Total Revenue</b>	<b>1,512</b>	<b>708</b>	<b>450</b>	<b>450</b>	<b>578</b>	<b>578</b>	<b>578</b>	<b>581</b>	<b>584</b>
<b>Expenditures</b>									
Salaries and Benefits	0	0	0	0	0	0	0	0	0
Operations	0	0	0	0	0	0	0	0	0
Capital Outlay/CIP	0	0	0	0	0	0	0	0	0
Transfers Out	0	0	0	0	0	0	0	0	0
<b>Total Expenditure</b>	<b>0</b>								
<b>Funding - Use</b>									
Surplus (Deficit)	1,512	708	450	450	578	578	578	581	584
<b>Departmental Use</b>									
0000 Non-Departmental	0								
<b>Total Use</b>	<b>0</b>								

Estimated Beginning Fund Balance	115,606	115,606	115,606	116,184	116,765
Revenue	578	578	578	581	584
Expenditures	0	0	0	0	0
Surplus (Deficit)	578	578	578	581	584
Anticipated Ending Fund Balance	116,184	116,184	116,184	116,765	117,349

Fund 403: South Main Street Improvement Fund  
Type: Special Revenue

	Prior FYs		Current		FY 2011/12			Projections	
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	FY 2013/2014
	Actual	Actual	Budget	Estimated	Requested	Recommended	Adopted	Projected	Projected
<b>Revenue Sources</b>									
Interest Earnings	802	365	250	250	306	306	306	308	310
INDIAN GAMING FUNDS	0	0	0	0	0	0	0	0	0
S. MAIN WATER LINE REIMBURSE	0	0	0	0	0	0	0	0	0
Transfers In	0	0	0	0	0	0	0	0	0
<b>Total Revenue</b>	<b>802</b>	<b>365</b>	<b>250</b>	<b>250</b>	<b>306</b>	<b>306</b>	<b>306</b>	<b>308</b>	<b>310</b>
<b>Expenditures</b>									
Salaries and Benefits	0	0	0	0	0	0	0	0	0
Operations	0	0	0	0	0	0	0	0	0
Capital Outlay/CIP	0	0	0	0	0	0	0	0	0
Transfers Out	0	0	0	0	0	0	0	0	0
<b>Total Expenditure</b>	<b>0</b>								
<b>Funding - Use</b>									
Surplus (Deficit)	802	365	250	250	306	306	306	308	310
<b>Departmental Use</b>									
0000 Non-Departmental	0								
<b>Total Use</b>	<b>0</b>								

Estimated Beginning Fund Balance	61,289	61,289	61,289	61,595	61,903
Revenue	306	306	306	308	310
Expenditures	0	0	0	0	0
Surplus (Deficit)	306	306	306	308	310
Anticipated Ending Fund Balance	61,595	61,595	61,595	61,903	62,213

Fund 407: Parkside Traffic Mitigation Fund  
Type: Special Revenue

	Prior FYs		Current		FY 2011/12			Projections	
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	FY 2013/2014
	Actual	Actual	Budget	Estimated	Requested	Recommended	Adopted	Projected	Projected
<b>Revenue Sources</b>									
Interest Earnings	36	72	50	50	86	86	86	86	87
Traffic Mitigation Impact Fees	1,000	0	0	0	0	0	0	0	0
Transfers In	0	0	0	0	0	0	0	0	0
<b>Total Revenue</b>	<b>1,036</b>	<b>72</b>	<b>50</b>	<b>50</b>	<b>86</b>	<b>86</b>	<b>86</b>	<b>86</b>	<b>87</b>
<b>Expenditures</b>									
Salaries and Benefits	0	0	0	0	0	0	0	0	0
Operations	0	0	0	0	0	0	0	0	0
Capital Outlay/CIP	0	0	0	0	0	0	0	0	0
Transfers Out	0	0	0	0	0	0	0	0	0
<b>Total Expenditure</b>	<b>0</b>								
<b>Funding - Use</b>									
Surplus (Deficit)	1,036	72	50	50	86	86	86	86	87
<b>Departmental Use</b>									
0000 Non-Departmental	0								
<b>Total Use</b>	<b>0</b>								

Estimated Beginning Fund Balance	17,158	17,158	17,158	17,244	17,330
Revenue	86	86	86	86	87
Expenditures	0	0	0	0	0
Surplus (Deficit)	86	86	86	86	87
Anticipated Ending Fund Balance	17,244	17,244	17,244	17,330	17,417

Fund 410: Lakeshore Blvd Storm Damage Rpr Project Fund  
Type: Special Revenue

	Prior FYs		Current		FY 2011/12			Projections	
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	FY 2013/2014
	Actual	Actual	Budget	Estimated	Requested	Recommended	Adopted	Projected	Projected
<b>Revenue Sources</b>									
Interest Earnings	4	20	0	0	44	44	44	44	45
Lakeshore Storm Damage Repair	1,792	7,000	0	0	569,000	569,000	569,000	0	0
Transfers In	0	0	0	0	0	0	0	0	0
<b>Total Revenue</b>	<b>1,796</b>	<b>7,020</b>	<b>0</b>	<b>0</b>	<b>569,044</b>	<b>569,044</b>	<b>569,044</b>	<b>44</b>	<b>45</b>
<b>Expenditures</b>									
Salaries and Benefits	0	0	0	0	0	0	0	0	0
Operations	0	0	0	0	0	0	0	0	0
Capital Outlay/CIP	0	0	0	0	569,000	569,000	569,000	0	0
Transfers Out	0	0	0	0	0	0	0	0	0
<b>Total Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>569,000</b>	<b>569,000</b>	<b>569,000</b>	<b>0</b>	<b>0</b>
<b>Funding - Use</b>									
Surplus (Deficit)	1,796	7,020	0	0	44	44	44	44	45
<b>Departmental Use</b>									
0000 Non-Departmental	0								
3020 Public Works	569,000								
<b>Total Use</b>	<b>569,000</b>								

Estimated Beginning Fund Balance	8,816	8,816	8,816	8,860	8,904
Revenue	569,044	569,044	569,044	44	45
Expenditures	569,000	569,000	569,000	0	0
Surplus (Deficit)	44	44	44	44	45
Anticipated Ending Fund Balance	8,860	8,860	8,860	8,904	8,949

Fund 411: Safe Routes to School Fund  
Type: Special Revenue

	Prior FYs		Current		FY 2011/12			Projections	
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	FY 2013/2014
	Actual	Actual	Budget	Estimated Actual	Requested	Recommended	Adopted	Projected	Projected
<b>Revenue Sources</b>									
Interest Earnings	4	0	0	0	0	0	0	0	0
Safe Routes to School	1,701	0	0	0	550,000	567,504	567,504	0	0
Transfers In	0	51,000	0	0	0	0	0	0	0
<b>Total Revenue</b>	<b>1,705</b>	<b>51,000</b>	<b>0</b>	<b>0</b>	<b>550,000</b>	<b>567,504</b>	<b>567,504</b>	<b>0</b>	<b>0</b>
<b>Expenditures</b>									
Salaries and Benefits	0	0	0	0	0	0	0	0	0
Operations	0	0	0	0	0	0	0	0	0
Capital Outlay/CIP	422	34,246	0	15,454	550,000	550,000	550,000	0	0
Transfers Out	0	0	0	0	0	0	0	0	0
<b>Total Expenditure</b>	<b>422</b>	<b>34,246</b>	<b>0</b>	<b>15,454</b>	<b>550,000</b>	<b>550,000</b>	<b>550,000</b>	<b>0</b>	<b>0</b>
<b>Funding - Use</b>									
Surplus (Deficit)	1,283	16,754	0	(15,454)	0	17,504	17,504	0	0
<b>Departmental Use</b>									
0000 Non-Departmental									0
3020 Public Works									550,000
<b>Total Use</b>									<b>550,000</b>

Estimated Beginning Fund Balance	(17,504)	(17,504)	(17,504)	0	0
Revenue	550,000	567,504	567,504	0	0
Expenditures	550,000	550,000	550,000	0	0
Surplus (Deficit)	0	17,504	17,504	0	0
Anticipated Ending Fund Balance	(17,504)	0	0	0	0

Fund 413: Prop 40 Per Capita Grant  
Type: Special Revenue

	Prior FYs		Current		FY 2011/12			Projections	
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	FY 2013/2014
	Actual	Actual	Budget	Estimated	Requested	Recommended	Adopted	Projected	Projected
<b>Revenue Sources</b>									
LOAN/GRANT PROCEEDS	0	0	121,113	121,113	0	0	0	0	0
Transfers In	0	0	0	0	0	0	0	0	0
<b>Total Revenue</b>	<b>0</b>	<b>0</b>	<b>121,113</b>	<b>121,113</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditures</b>									
Salaries and Benefits	0	0	1,500	1,500	0	0	0	0	0
Operations	0	0	60,000	60,000	0	0	0	0	0
Capital Outlay/CIP	0	0	50,000	50,000	0	0	0	0	0
Transfers Out	0	0	9,613	9,613	0	0	0	0	0
<b>Total Expenditure</b>	<b>0</b>	<b>0</b>	<b>121,113</b>	<b>121,113</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Funding - Use</b>									
Surplus (Deficit)	0	0	0	0	0	0	0	0	0
<b>Departmental Use</b>									
0000 Non-Departmental	0								
3020 Public Works	0								
<b>Total Use</b>	<b>0</b>								
Estimated Beginning Fund Balance					0	0	0	0	0
Revenue					0	0	0	0	0
Expenditures					0	0	0	0	0
Surplus (Deficit)					0	0	0	0	0
Anticipated Ending Fund Balance					0	0	0	0	0

Fund 301: CLMSD Assessment District 91-1 Fund  
Type: Debt Service

	Prior FYs		Current		FY 2011/12			Projections	
	FY 2008/2009	FY 2009/2010	FY 2010/2011		FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	FY 2013/2014
	Actual	Actual	Budget	Estimated	Requested	Recommended	Adopted	Projected	Projected
<b>Revenue Sources</b>									
Property Taxes - Current Secured	322,611	326,517	329,782	340,000	320,000	320,000	320,000	326,400	332,928
Property Taxes - Current Unsecured	1,366	1,453	1,467	1,528	1,528	1,528	1,528	1,559	1,590
Property Taxes - 813 Supplemental	263	298	301	197	200	200	200	204	208
Property Transfer Tax	0	0	1,000	0	0	0	0	0	0
Property Taxes - Prior Unsecured	28	104	50	267	267	267	267	272	278
Property Taxes - Prior Secured	7,456	11,176	11,288	15,000	12,000	12,000	12,000	12,240	12,485
Prop 1A	0	0	0	0	0	0	0	0	0
Interest Earnings	8,033	2,977	2,500	443	4,071	4,071	4,071	4,238	4,521
Homeowners Property Tax Relief	371	789	500	942	942	942	942	961	980
AB 1661 ERAF Relief	0	13,242	0	15,890	15,890	15,890	15,890	16,208	16,532
Sundry Revenues	0	0	0	0	0	0	0	0	0
CLMSD Assessment District 91-1 Payments	2,561	7,512	0	5,986	6,000	6,000	6,000	6,120	6,242
Transfers In	0	0	0	0	0	0	0	0	0
<b>Total Revenue</b>	<b>342,688</b>	<b>364,067</b>	<b>346,888</b>	<b>380,253</b>	<b>360,898</b>	<b>360,898</b>	<b>360,898</b>	<b>368,202</b>	<b>375,764</b>
<b>Expenditures</b>									
Salaries and Benefits	0	0	0	0	0	0	0	0	0
Operations	312,870	317,007	323,585	312,163	311,875	311,875	311,875	311,700	311,375
Capital Outlay/CIP	0	0	0	0	0	0	0	0	0
Transfers Out	0	0	0	0	0	15,594	15,594	0	0
<b>Total Expenditure</b>	<b>312,870</b>	<b>317,007</b>	<b>323,585</b>	<b>312,163</b>	<b>311,875</b>	<b>327,469</b>	<b>327,469</b>	<b>311,700</b>	<b>311,375</b>
<b>Funding - Use</b>									
Surplus (Deficit)	<b>29,818</b>	<b>47,060</b>	<b>23,303</b>	<b>68,090</b>	<b>49,023</b>	<b>33,429</b>	<b>33,429</b>	<b>56,502</b>	<b>64,389</b>
<b>Departmental Use</b>									
0000 Non-Departmental	311,875								
<b>Total Use</b>	<b>311,875</b>								
Estimated Beginning Fund Balance					814,254	814,254	814,254	847,683	904,185
Revenue					360,898	360,898	360,898	368,202	375,764
Expenditures					311,875	327,469	327,469	311,700	311,375
Surplus (Deficit)					49,023	33,429	33,429	56,502	64,389
Anticipated Ending Fund Balance					863,277	847,683	847,683	904,185	968,574

Fund 212: RDA Administration and Debt Service Fund  
Type: Governmental

	Prior FYs		Current		FY 2011/12			Projections	
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	FY 2013/2014
	Actual	Actual	Budget	Estimated Actual	Requested	Recommended	Adopted	Projected	Projected
<b>Revenue Sources</b>									
Tax Increment Revenue	935,981	762,568	914,255	914,255	914,255	914,255	914,255	932,540	951,191
Interest Earnings	0	3,353	0	7,451	5,000	5,000	5,000	5,500	6,000
Sundry Revenues	0	14,129	0	0	0	0	0	0	0
Sale of Land	0	0	0	0	250,000	0	0	0	0
Principal & Interest Payments	2,352	0	0	0	0	0	0	0	0
Bond Proceeds	1,191,141	0	0	0	0	0	0	0	0
Transfers In	0	0	575,910	575,910	106,263	139,516	139,516	0	0
<b>Total Revenue</b>	<b>2,129,474</b>	<b>780,050</b>	<b>1,490,165</b>	<b>1,497,616</b>	<b>1,275,518</b>	<b>1,058,771</b>	<b>1,058,771</b>	<b>938,040</b>	<b>957,191</b>
<b>Expenditures</b>									
Salaries and Benefits	281,335	325,518	382,783	364,632	290,381	237,776	237,776	249,665	262,148
Operations	217,976	452,827	171,295	186,849	203,376	188,663	188,663	194,323	200,153
Debt Service	347,438	635,823	572,687	570,636	505,531	505,531	505,531	508,000	508,000
Capital Outlay/CIP	1,107,473	287,296	67,500	35,000	138,388	85,125	85,125	85,000	85,000
Transfers Out	0	0	182,851	182,851	182,851	182,851	182,851	186,508	190,238
<b>Total Expenditure</b>	<b>1,954,222</b>	<b>1,701,464</b>	<b>1,377,116</b>	<b>1,339,968</b>	<b>1,320,527</b>	<b>1,199,946</b>	<b>1,199,946</b>	<b>1,223,496</b>	<b>1,245,539</b>
<b>Funding - Use</b>									
Surplus (Deficit)	175,252	(921,414)	113,049	157,648	(45,009)	(141,175)	(141,175)	(285,456)	(288,348)
<b>Departmental Use</b>									
0000 Non-Departmental	182,851								
1020 Administration	27,728								
1030 City Attorney	16,830								
1041 Finance	61,827								
1050 Planning	36,756								
1051 Building	7,825								
1052 City Engineer	44,953								
3020 Public Works	12,050								
7010 Redevelopment	809,126								
<b>Total Use</b>	<b>1,199,946</b>								
Estimated Beginning Fund Balance					401,014	401,014	401,014	259,839	(25,617)
Revenue					1,275,518	1,058,771	1,058,771	938,040	957,191
Expenditures					1,320,527	1,199,946	1,199,946	1,223,496	1,245,539
Surplus (Deficit)					(45,009)	(141,175)	85,125	(285,456)	(288,348)
Anticipated Ending Fund Balance					356,005	259,839	486,139	(25,617)	(313,965)

Fund 213: RDA Capital Projects Fund  
Type: Capital Projects

	Prior FYs		Current		FY 2011/12			Projections	
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	FY 2013/2014
	Actual	Actual	Budget	Estimated Actual	Requested	Recommended	Adopted	Projected	Projected
<b>Revenue Sources</b>									
Interest Earnings	0	0	0	0	0	0	0	0	0
Transfers In	0	0	3,071,522	1,100,000	1,971,522	1,971,522	1,971,522	0	0
<b>Total Revenue</b>	<b>0</b>	<b>0</b>	<b>3,071,522</b>	<b>1,100,000</b>	<b>1,971,522</b>	<b>1,971,522</b>	<b>1,971,522</b>	<b>0</b>	<b>0</b>
<b>Expenditures</b>									
Salaries and Benefits	0	0	0	0	0	0	0	0	0
Operations	0	0	0	0	0	0	0	0	0
Capital Outlay/CIP	0	0	0	0	1,758,996	1,758,996	1,758,996	0	0
Transfers Out	0	0	532,264	1,100,000	212,526	212,526	212,526	0	0
<b>Total Expenditure</b>	<b>0</b>	<b>0</b>	<b>532,264</b>	<b>1,100,000</b>	<b>1,971,522</b>	<b>1,971,522</b>	<b>1,971,522</b>	<b>0</b>	<b>0</b>
<b>Funding - Use</b>									
Surplus (Deficit)	0	0	2,539,258	0	0	0	0	0	0
<b>Departmental Use</b>									
0000 Non-Departmental	212,526								
7010 Redevelopment	1,758,996								
<b>Total Use</b>	<b>1,971,522</b>								

Estimated Beginning Fund Balance	0	0	0	0
Revenue	1,971,522	1,971,522	1,971,522	0
Expenditures	1,971,522	1,971,522	1,971,522	0
Surplus (Deficit)	0	0	0	0
Anticipated Ending Fund Balance	0	0	0	0

Fund 217: Bond Redemption Fund  
Type: Agency

	Prior FYs		Current		FY 2011/12			Projections	
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	FY 2013/2014
	Actual	Actual	Budget	Estimated Actual	Requested	Recommended	Adopted	Projected	Projected
<b>Revenue Sources</b>									
Interest Earnings	0	0	0	0	0	0	0	0	0
Transfers In	0	0	0	11,965	0	0	0	0	0
<b>Total Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>11,965</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditures</b>									
Salaries and Benefits	0	0	0	0	0	0	0	0	0
Operations	0	4,120	0	0	0	0	0	0	0
Capital Outlay/CIP	0	0	0	0	0	0	0	0	0
Transfers Out	35,000	0	3,071,522	1,100,000	1,971,522	1,971,522	1,971,522	204,210	0
<b>Total Expenditure</b>	<b>35,000</b>	<b>4,120</b>	<b>3,071,522</b>	<b>1,100,000</b>	<b>1,971,522</b>	<b>1,971,522</b>	<b>1,971,522</b>	<b>204,210</b>	<b>0</b>
<b>Funding - Use</b>									
Surplus (Deficit)	-35,000	-4,120	-3,071,522	-1,088,035	-1,971,522	-1,971,522	-1,971,522	-204,210	0
<b>Departmental Use</b>									
Total Use									

Estimated Beginning Fund Balance	2,283,487	2,283,487	2,283,487	311,965	107,755
Revenue	0	0	0	0	0
Expenditures	1,971,522	1,971,522	1,971,522	204,210	0
Surplus (Deficit)	(1,971,522)	(1,971,522)	(1,971,522)	(204,210)	0
Anticipated Ending Fund Balance	311,965	311,965	311,965	107,755	107,755

Fund 219: RDA Low/Moderate Housing Fund  
Type: Special Revenue

	Prior FYs		Current		FY 2011/12			Projections	
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	FY 2013/2014
	Actual	Actual	Budget	Estimated	Requested	Recommended	Adopted	Projected	Projected
<b>Revenue Sources</b>									
Property Taxes - Current Secured	1,369	195,649	0	96,589	0	0	0	0	0
Interest Earnings	6,945	187	105	136	2,787	2,309	2,309	2,450	2,500
HOME Program Funding	6,922	0	0	24,000	0	0	0	0	0
Principal & Interest Payments	4,188	7,321	5,000	7,750	5,100	5,100	5,100	5,253	5,411
Transfers In	0	0	574,973	574,973	182,851	182,851	182,851	186,508	190,238
<b>Total Revenue</b>	<b>19,424</b>	<b>203,157</b>	<b>580,078</b>	<b>703,448</b>	<b>190,738</b>	<b>190,260</b>	<b>190,260</b>	<b>194,211</b>	<b>198,149</b>
<b>Expenditures</b>									
Salaries and Benefits	56,109	104,766	193,227	142,110	62,913	62,913	62,913	66,059	69,362
Operations	488,899	421,305	73,484	48,029	26,569	26,569	26,569	27,366	28,187
Program Delivery			200,000	100,000	36,822	36,822	36,822	37,000	37,000
Capital Outlay/CIP	450	272	1,500	0	272	300	300	500	500
Transfers Out	0	0	0	0	60,000	60,000	60,000	60,000	0
<b>Total Expenditure</b>	<b>545,458</b>	<b>526,343</b>	<b>468,211</b>	<b>290,139</b>	<b>186,576</b>	<b>186,604</b>	<b>186,604</b>	<b>190,925</b>	<b>135,049</b>
<b>Funding - Use</b>									
Surplus (Deficit)	-526,034	-323,186	111,867	413,309	4,162	3,656	3,656	3,286	63,100
<b>Departmental Use</b>									
0000 Non-Departmental	60,000								
1020 Administration	23,748								
1050 Planning	5,937								
1051 Building	1,398								
1052 City Engineer	1,398								
6010 Lakeport Housing	94,123								
<b>Total Use</b>	<b>186,604</b>								
Estimated Beginning Fund Balance					557,408	557,408	557,408	561,064	564,351
Revenue					190,738	190,260	190,260	194,211	198,149
Expenditures					186,576	186,604	186,604	190,925	135,049
Surplus (Deficit)					4,162	3,656	3,656	3,286	63,100
Anticipated Ending Fund Balance					561,570	561,064	561,064	564,351	627,451

Fund 501: Water Utility M&O Fund  
Type: Enterprise

	Prior FYs		Current		FY 2011/12			Projections	
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	FY 2013/2014
	Actual	Actual	Budget	Estimated Actual	Requested	Recommended	Adopted	Projected	Projected
<b>Revenue Sources</b>									
Interest Earnings	13,619	7,762	5,084	4,590	4,590	4,590	4,590	200	201
Loan/Grant Proceeds	0	0	600,000	0	700,000	700,000	700,000	0	0
Water Service Charges-Inside	1,159,404	1,125,996	1,150,000	1,150,000	1,173,000	1,173,000	1,173,000	1,208,190	1,244,436
Water Service Charges-Outside	2,610	(4,760)	500	(1,887)	1,000	1,000	1,000	1,020	1,040
Water Service Misc. Fees	97,434	96,159	90,000	114,181	105,000	105,000	105,000	90,000	91,000
Water Service Connection Charge	462	0	1,000	100	500	500	500	510	520
Sundry Revenues	104	(149)	0	8	100	100	100	100	100
Transfers In	0	0	0	0	0	0	0	0	0
<b>Total Revenue</b>	<b>1,273,633</b>	<b>1,225,008</b>	<b>1,846,584</b>	<b>1,266,992</b>	<b>1,984,190</b>	<b>1,984,190</b>	<b>1,984,190</b>	<b>1,300,020</b>	<b>1,337,297</b>
<b>Expenditures</b>									
Salaries and Benefits	668,800	637,074	591,709	595,155	693,128	656,912	656,912	689,758	724,245
Operations	293,258	533,019	444,830	408,909	506,560	485,260	485,260	499,818	524,809
Debt Service	254,055	503,086	254,159	146,179	254,069	254,069	254,069	255,000	255,000
Capital Outlay/CIP	16,507	17,540	614,300	360,795	507,023	372,073	372,073	135,236	139,293
Transfers Out	0	279,913	0	0	42,000	42,000	42,000	45,360	48,989
<b>Total Expenditure</b>	<b>1,232,620</b>	<b>1,970,632</b>	<b>1,904,998</b>	<b>1,511,038</b>	<b>2,002,780</b>	<b>1,810,314</b>	<b>1,810,314</b>	<b>1,625,171</b>	<b>1,692,336</b>
<b>Funding - Use</b>									
Surplus (Deficit)	<b>41,013</b>	<b>(745,624)</b>	<b>(58,414)</b>	<b>(244,046)</b>	<b>(18,590)</b>	<b>173,876</b>	<b>173,876</b>	<b>(325,151)</b>	<b>(355,038)</b>
<b>Departmental Use</b>									
0000 Non-Departmental	42,000								
1020 Administration	72,308								
1030 City Attorney	12,751								
1041 Finance	135,677								
1050 Planning	10,163								
1051 Building	8,971								
1052 City Engineer	34,098								
3020 Public Works	48,083								
4020 CLMSD Maintenance and Operations	62,471								
5020 Water Maintenance and Operations	1,383,792								
<b>Total Use</b>	<b>1,810,314</b>								
Estimated Beginning Fund Balance					105,623	105,623	105,623	279,499	(45,652)
Revenue					1,984,190	1,984,190	1,984,190	1,300,020	1,337,297
Expenditures					2,002,780	1,810,314	1,810,314	1,625,171	1,692,336
Surplus (Deficit)					(18,590)	173,876	173,876	(325,151)	(355,038)
Anticipated Ending Fund Balance					87,033	279,499	279,499	(45,652)	(400,691)

Fund 502: Water Expansion Fund  
Type: Enterprise

	Prior FYs		Current		FY 2011/12			Projections	
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	FY 2013/2014
	Actual	Actual	Budget	Estimated Actual	Requested	Recommended	Adopted	Projected	Projected
<b>Revenue Sources</b>									
INTEREST EARNINGS	0	2,278	0	1,123	1,580	1,580	1,580	388	439
WATER SERVICE EXPANSION FEE	0	24,280	0	12,238	10,000	10,000	10,000	10,000	10,000
SUNDRY REVENUES	0	0	0	0	0	0	0	0	0
Transfers In	0	0	0	0	0	0	0	0	0
<b>Total Revenue</b>	<b>0</b>	<b>26,558</b>	<b>0</b>	<b>13,361</b>	<b>11,580</b>	<b>11,580</b>	<b>11,580</b>	<b>10,388</b>	<b>10,439</b>
<b>Expenditures</b>									
Salaries and Benefits	0	0	0	0	0	0	0	0	0
Operations	0	0	0	0	0	0	0	0	0
Capital Outlay/CIP	0	0	250,000	0	250,000	250,000	250,000	0	0
Transfers Out	0	0	0	0	0	0	0	0	0
<b>Total Expenditure</b>	<b>0</b>	<b>0</b>	<b>250,000</b>	<b>0</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>0</b>	<b>0</b>
<b>Funding - Use</b>									
Surplus (Deficit)	<b>0</b>	<b>26,558</b>	<b>(250,000)</b>	<b>13,361</b>	<b>(238,420)</b>	<b>(238,420)</b>	<b>(238,420)</b>	<b>10,388</b>	<b>10,439</b>

<b>Departmental Use</b>		
0000	Non-Departmental	
1020	Administration	
1030	City Attorney	
1041	Finance	
1050	Planning	
1051	Building	
1052	City Engineer	
3020	Public Works	
5020	Water Maintenance and Operations	250,000
<b>Total Use</b>		<b>250,000</b>

Estimated Beginning Fund Balance	315,928	315,928	315,928	77,508	87,895
Revenue	11,580	11,580	11,580	10,388	10,439
Expenditures	250,000	250,000	250,000	0	0
Surplus (Deficit)	(238,420)	(238,420)	(238,420)	10,388	10,439
Anticipated Ending Fund Balance	77,508	77,508	77,508	87,895	98,335

Fund 601: CLMSD Utility M&O Fund  
Type: Enterprise

	Prior FYs		Current		FY 2011/12			Projections	
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	FY 2013/2014
	Actual	Actual	Budget	Estimated	Requested	Recommended	Adopted	Projected	Projected
<b>Revenue Sources</b>									
CLMSD M & O Tax	1,008	2,545	1,237	33,836	3,000	3,000	3,000	3,200	3,264
Interest Earnings	3,716	1,088	1,385	1,500	1,500	1,500	1,500	1,700	1,734
Property Leases	30,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
CLMSD Service Charges	1,581,433	1,463,250	1,475,000	1,475,000	1,504,500	1,504,500	1,504,500	1,534,590	1,565,282
CLMSD Service Misc Fees	165	0	0	0	100	100	100	100	102
CLMSD County Service Charges	71,038	72,699	75,000	105,000	75,000	75,000	75,000	76,500	78,030
CLMSD Service Connection Charges	1,218	0	1,200	0	1,000	1,000	1,000	1,000	1,020
CLMSD Basin 2000	94,284	93,625	95,000	95,000	90,000	90,000	90,000	91,800	93,636
Other Income	0	0	0	0	100	100	100	100	102
Bond Proceeds	248,212	0	0	0	0	0	0	0	0
Transfers In	0	0	27,742	27,742	0	0	0	0	0
<b>Total Revenue</b>	<b>2,031,075</b>	<b>1,658,207</b>	<b>1,701,564</b>	<b>1,763,078</b>	<b>1,700,200</b>	<b>1,700,200</b>	<b>1,700,200</b>	<b>1,733,990</b>	<b>1,768,170</b>
<b>Expenditures</b>									
Salaries and Benefits	812,769	836,804	671,410	702,234	712,987	688,981	688,981	723,430	759,602
Operations	682,820	1,295,563	736,828	635,021	893,439	783,789	783,789	822,978	864,127
Debt Service	160,498	186,560	189,460	189,458	187,260	187,260	187,260		
Capital Outlay/CIP	53,076	1,662	18,000	20,537	105,525	40,825	40,825	107,791	95,124
Transfers Out	0	0	0	0	45,000	45,000	45,000	48,600	52,488
<b>Total Expenditure</b>	<b>1,709,163</b>	<b>2,320,588</b>	<b>1,615,698</b>	<b>1,547,250</b>	<b>1,944,211</b>	<b>1,745,855</b>	<b>1,745,855</b>	<b>1,702,799</b>	<b>1,771,341</b>
<b>Funding - Use</b>									
Surplus (Deficit)	<b>321,912</b>	<b>(662,382)</b>	<b>85,866</b>	<b>215,828</b>	<b>(244,011)</b>	<b>(45,655)</b>	<b>(45,655)</b>	<b>31,191</b>	<b>(3,172)</b>
<b>Departmental Use</b>									
0000 Non-Departmental	45,000								
1020 Administration	72,308								
1030 City Attorney	12,751								
1041 Finance	129,989								
1050 Planning	10,163								
1051 Building	8,971								
1052 City Engineer	34,098								
3020 Public Works	48,056								
4020 CLMSD Maintenance and Operations	1,185,929								
5020 Water Maintenance and Operations	198,590								
<b>Total Use</b>	<b>1,745,855</b>								
Estimated Beginning Fund Balance					468,238	468,238	468,238	422,583	453,774
Revenue					1,700,200	1,700,200	1,700,200	1,733,990	1,768,170
Expenditures					1,944,211	1,745,855	1,745,855	1,702,799	1,771,341
Surplus (Deficit)					(244,011)	(45,655)	(45,655)	31,191	(3,172)
Anticipated Ending Fund Balance					224,227	422,583	422,583	453,774	450,602

Fund 602: CLMSD Expansion Fund  
Type: Enterprise

	Prior FYs		Current		FY 2011/12			Projections	
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	FY 2013/2014
	Actual	Actual	Budget	Estimated Actual	Requested	Recommended	Adopted	Projected	Projected
<b>Revenue Sources</b>									
INTEREST EARNINGS	0	2,005	0	0	2,333	2,333	2,333	2,395	2,457
CLMSD Service Fee	0	65,000	0	(14,770)	10,000	10,000	10,000	10,000	10,000
SUNDRY REVENUES	0	0	0	0	0	0	0	0	0
Transfers In	0	0	0	0	0	0	0	0	0
<b>Total Revenue</b>	<b>0</b>	<b>67,005</b>	<b>0</b>	<b>(14,770)</b>	<b>12,333</b>	<b>12,333</b>	<b>12,333</b>	<b>12,395</b>	<b>12,457</b>
<b>Expenditures</b>									
Salaries and Benefits	0	0	0	0	0	0	0	0	0
Operations	0	0	0	0	0	0	0	0	0
Capital Outlay/CIP	0	0	0	0	0	0	0	0	0
Transfers Out	0	0	0	0	0	0	0	0	0
<b>Total Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Funding - Use</b>									
Surplus (Deficit)	<b>0</b>	<b>67,005</b>	<b>0</b>	<b>(14,770)</b>	<b>12,333</b>	<b>12,333</b>	<b>12,333</b>	<b>12,395</b>	<b>12,457</b>

<b>Departmental Use</b>	
0000	Non-Departmental
1020	Administration
1030	City Attorney
1041	Finance
1050	Planning
1051	Building
1052	City Engineer
3020	Public Works
5020	Water Maintenance and Operations
<b>Total Use</b>	
	0

Estimated Beginning Fund Balance	466,690	466,690	466,690	479,023	491,419
Revenue	12,333	12,333	12,333	12,395	12,457
Expenditures	0	0	0	0	0
Surplus (Deficit)	12,333	12,333	12,333	12,395	12,457
Anticipated Ending Fund Balance	479,023	479,023	479,023	491,419	503,876

# DEPARTMENTS

CITY COUNCIL, BOARDS AND COMMISSIONS

ADMINISTRATION

CITY ATTORNEY

FINANCE

PLANNING

BUILDING

ENGINEERING

WEST SHORE POOL

POLICE

PUBLIC WORKS

PARKS, BUILDINGS AND GROUNDS

WATER MAINTENANCE AND OPERATIONS

SEWER MAINTENANCE AND OPERATIONS

LAKEPORT HOUSING

REDEVELOPMENT

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## CITY COUNCIL, BOARDS AND COMMISSIONS

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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 6:00 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. Findings and recommendation made by the Committee are reported to the City Council for consideration and action.

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 and advise the Lakeport Economic Development Program 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.

**RECOMMENDED BUDGET**

	Prior FYs		Current		FY 2011/12			Projections			
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	% Change	FY 2013/2014	% Change
	Actual	Actual	Budget	Estimated	Requested	Recommended	Adopted	Projected	from Prior FY	Projected	from Prior FY
<b>Funding Sources</b>											
110 General Fund	158,549	117,866	109,027	126,899	102,630	102,279	102,279	102,962	0.67%	108,603	5.48%
Total Revenue	158,549	117,866	109,027	126,899	102,630	102,279	102,279	102,962	0.32%	108,603	5.48%
<b>Department Expenditures</b>											
Salaries and Benefits	70,153	56,676	55,296	55,541	55,541	55,541	55,541	58,304	4.98%	61,289	5.12%
Operations	88,396	72,291	56,731	47,089	47,089	47,188	47,188	44,658	-5.36%	46,314	3.71%
Debt Service	0	0	0	0	0	0	0	0	0.00%	0	0.00%
Capital Outlay/CIP	0	0	0	0	0	0	0	0	0.00%	1,000	0.00%
Total Expenditure	158,549	128,967	112,027	102,630	102,630	102,729	102,729	102,962	0.23%	108,603	5.48%
<b>Funding - Use</b>											
Surplus (Deficit)	0	0	0	0	0	0	0	0		0	

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## ADMINISTRATION

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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.

### **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
- 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

### **CITY CLERK**

The City Clerk is appointed by the City Council to perform various function 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 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

## **Election Services**

- Provides prospective City Council members with candidate filing packets
- Coordinate 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)**

- Maintain official City records, available in various media
- Updates the City of Lakeport Municipal Code
- Track 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

## **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
- Conduct annual salary surveys to 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
- Coordinates 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 (FundBalance)

## **GOALS, OBJECTIVES AND PROJECTS**

- 1 Update website /Facebook coordination
- 2 Finish databases for resolutions and ordinances
- 3 Coordinate networking of offsite locations (corp yard and police department)
- 4 File management on server
- 5 Develop contract policies and procedures and templates
- 6 Recruit volunteer program coordinator for volunteer program
- 7 Adopt facilities use plan
- 8 Consolidate and memorialize job descriptions
- 9 Update personnel policies
- 10 Hold benefits fair
- 11 Conduct salary survey
- 12 Create standardized forms
- 13 Implement pre-employment investigations
- 14 Scan documents and get vault in order
- 15 In-house HR training

**PERSONNEL - Administration**

Position	FY 2011/2012				
	FY 2010/2011 Budget FTEs	Requested			FY 2011/2012 FTEs
		Increase (Decrease)	Recommended	Adopted	
Administrative Services Director	1.00				1.00
City Clerk	0.80				0.80
City Manager	1.00				1.00
Office Specialist - PT	0.63				0.63
<b>Total FTEs</b>	<b>3.43</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3.43</b>

Position	FTE	FY 2011/2012 Allocation				
		General Fund 110	Low/Mod			Special Revenue Funds 200-499
			Redevelopment Agency 212	Housing Set- Aside 219	Water Enterprise 501	
Administrative Services Director	1.00	0.45	0.08	0.08	0.20	0.20
City Clerk	0.80	0.45	0.08	0.08	0.20	0.20
City Manager	1.00	0.45	0.08	0.08	0.20	0.20
Office Specialist - PT	0.63	1.00				
<b>Total FTEs</b>	<b>3.43</b>					

**RECOMMENDED BUDGET - Administration**

	Prior FYs		Current		FY 2011/12			Projections				
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	% Change	FY 2013/2014	% Change	
	Actual	Actual	Budget	Estimated	Requested	Recommended	Adopted	Projected	from Prior FY	Projected	from Prior FY	
<b>Funding Sources</b>												
110	General Fund	84,229	108,963	122,772	110,922	137,830	190,635	190,635	201,387	5.64%	225,014	11.73%
212	Redevelopment Agency Fund	35,425	46,977	75,589	72,017	79,944	27,728	27,728	25,000	-9.84%	20,000	-20.00%
219	RDA Low/Moderate Housing Fund	0	0	0	0	23,748	23,748	23,748	21,032	-11.44%	18,883	-10.22%
501	Water O&M Fund	33,738	43,097	75,589	72,017	84,944	72,308	72,308	76,000	5.11%	76,000	0.00%
601	CLMSD O&M Fund	33,738	43,097	75,589	72,017	84,944	72,308	72,308	76,000	5.11%	76,000	0.00%
<b>Total Revenue</b>		187,129	242,135	349,537	326,974	411,410	386,727	386,727	399,419	3.28%	415,897	4.13%
<b>Department Expenditures</b>												
Salaries and Benefits		168,690	209,132	314,952	300,072	348,389	324,641	324,641	337,919	4.09%	352,382	4.28%
Operations		16,730	31,145	33,085	25,402	61,021	60,086	60,086	61,000	1.52%	63,000	3.28%
Debt Service		0	0	0	0	0	0	0	0	0.00%	0	0.00%
Capital Outlay/CIP		1,710	1,858	1,500	1,500	2,000	2,000	2,000	500	-75.00%	515	3.00%
<b>Total Expenditure</b>		187,129	242,135	349,537	326,974	411,410	386,727	386,727	399,419	3.28%	415,897	4.13%
<b>Funding - Use</b>												
Surplus (Deficit)		0	0	0	0	0	0	0	0	0	0	0

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## CITY ATTORNEY

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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.

### GOALS, OBJECTIVES AND PROJECTS

- 1 Prepare list of open projects and complete loose ends  
    Implement administrative citation ordinance/fee for quicker response to neighborhood
- 2 issues
- 3 Conduct two council trainings regarding council operations
- 4 Improve responsiveness to legal and department head projects
- 5 Continue work to complete pending City litigation
- 6 Assume more legal responsibilities for the Redevelopment Agency

**PERSONNEL – City Attorney**

Position	FY 2011/2012				
	FY 2010/2011 Budget FTEs	Requested	FY 2011/2012		FY 2011/2012
		Increase (Decrease)	Recommended	Adopted	FTEs
City Attorney	0.50				0.50
<b>Total FTEs</b>	0.50	0.00	0.00	0.00	0.50

Position	FTE	FY 2011/2012 Allocation					
		General Fund 110	Low/Mod		Water Enterprise 501	Sewer Enterprise 601	Special Revenue Funds 200-499
			Redevelopment Agency 212	Housing Set- Aside 219			
City Attorney	0.50	0.50	0.20		0.15	0.15	
<b>Total FTEs</b>	0.50						

**RECOMMENDED BUDGET – City Attorney**

	Prior FYs		Current		FY 2011/12			Projections				
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	% Change	FY 2013/2014	% Change	
	Actual	Actual	Budget	Estimated	Requested	Recommended	Adopted	Projected	from Prior	Projected	from Prior	
<b>Funding Sources</b>												
110	General Fund	18,076	36,556	49,030	19,976	45,630	70,102	70,102	45,657	-34.87%	47,098	3.16%
212	Redevelopment Agency Fund	15,447	20,526	16,217	15,610	16,830	16,830	16,830	17,322	2.93%	17,880	3.22%
501	Water O&M Fund	23,170	30,789	24,325	23,416	24,988	12,751	12,751	25,727	101.76%	26,550	3.20%
601	CLMSD O&M Fund	23,170	30,789	24,325	23,416	24,988	12,751	12,751	25,727	101.76%	26,550	3.20%
<b>Total Revenue</b>		<b>79,862</b>	<b>118,661</b>	<b>113,896</b>	<b>82,418</b>	<b>112,435</b>	<b>112,434</b>	<b>112,434</b>	<b>114,432</b>	<b>1.78%</b>	<b>118,078</b>	<b>3.19%</b>
<b>Department Expenditures</b>												
	Salaries and Benefits	77,233	102,631	81,083	78,052	81,772	81,771	81,771	84,234	3.01%	86,943	3.22%
	Operations	2,630	15,710	32,813	4,366	29,663	29,663	29,663	30,198	1.80%	31,135	3.10%
	Debt Service	0	0	0	0	0	0	0	0	0.00%	0	0.00%
	Capital Outlay/CIP	0	320	0	0	1,000	1,000	1,000	0	-100.00%	0	0.00%
<b>Total Expenditure</b>		<b>79,862</b>	<b>118,661</b>	<b>113,896</b>	<b>82,418</b>	<b>112,435</b>	<b>112,434</b>	<b>112,434</b>	<b>114,432</b>	<b>1.78%</b>	<b>118,078</b>	<b>3.19%</b>
<b>Funding - Use</b>												
Surplus (Deficit)		0	0	0	0	0	0	0	0		0	

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## FINANCE

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The Finance 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.

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
- Maintaining 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)
- Providing 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 implementation of an effective system of internal controls for the purpose of safeguarding the City's assets
- Annual budget preparation
- Preparation and management of annual independent fiscal audits
- Generation of basic financial reports in accordance with GFOA accounting and financial reporting standards
- Grant compliance and reporting
- Workings 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
- Payroll processing

- Providing contract and basic procurement administration

## **GOALS, OBJECTIVES AND PROJECTS**

- 1 Work with city management to adopt a sustainable budget
- 2 Prepare year-end financial statements for City, RDA, and enterprise funds in house
- 3 Identify and quantify unfunded liabilities
- 4 Uniform cost accounting code adoption
- 5 Cross-training of staff
- 6 Reconsider Maximus study
- 7 Identify loans to track as line items
- 8 Investigate compliance with Red Flag Rules
- 9 Programming in fund balance
- 10 Prepare RFP for auditing services
- 11 Develop and implement policies to improve internal controls and cash management
- 12 Develop CIP program for the city and budget - 5 year plan

**PERSONNEL - Finance**

Position	FY 2011/2012				
	FY 2010/2011 Budget FTEs	Requested			FY 2011/2012 FTEs
		Increase (Decrease)	Recommended	Adopted	
Finance Manager/Director	1.00				1.00
Accountant I	1.00				1.00
Accounting Technician	1.00				1.00
Account Clerk I	1.00				1.00
<b>Total FTEs</b>	<b>4.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4.00</b>

Position	FTE	FY 2011/2012 Allocation					
		General Fund 110	Low/Mod		Water Enterprise 501	Sewer Enterprise 601	Special Revenue Funds 200-499
			Redevelopment Agency 212	Housing Set- Aside 219			
Finance Manager/Director	1.00	0.25	0.25		0.25	0.25	
Accountant I	1.00	0.25	0.25		0.25	0.25	
Accounting Technician	1.00	0.05			0.50	0.45	
Account Clerk I	1.00	0.05	0.00		0.50	0.45	
<b>Total FTEs</b>	<b>4.00</b>						

**RECOMMENDED BUDGET - Finance**

	Prior FYs		Current		FY 2011/12			Projections				
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	%	FY 2013/2014	%	
	Actual	Actual	Budget	Estimated	Requested	Recommended	Adopted	Projected	Change	Projected	Change	
<b>Funding Sources</b>												
110	General Fund	316,403	359,957	342,619	383,225	68,496	67,881	67,881	69,848	2.90%	71,766	2.75%
212	Redevelopment Agency Fund	54,116	40,588	29,535	27,406	63,602	61,827	61,827	66,128	6.96%	67,962	2.77%
501	Water O&M Fund	139,155	98,572	71,727	66,557	135,677	135,677	135,677	132,138	-2.61%	135,698	2.69%
601	CLMSD O&M Fund	139,155	104,370	75,947	70,472	129,989	129,989	129,989	142,480	9.61%	146,538	2.85%
<b>Total Revenue</b>		<b>648,829</b>	<b>603,487</b>	<b>519,828</b>	<b>547,660</b>	<b>397,764</b>	<b>395,374</b>	<b>395,374</b>	<b>410,594</b>	<b>3.85%</b>	<b>421,965</b>	<b>2.77%</b>
<b>Department Expenditures</b>												
Salaries and Benefits		386,542	289,917	213,132	201,478	299,013	299,013	299,013	308,901	3.31%	317,221	2.69%
Operations		262,287	312,522	298,846	338,332	96,878	94,488	94,488	99,762	5.58%	102,754	3.00%
Debt Service		0	0	0	0	0	0	0	0	0.00%	0	0.00%
Capital Outlay/CIP		0	1,048	7,850	7,850	1,873	1,873	1,873	1,931	3.11%	1,989	3.00%
<b>Total Expenditure</b>		<b>648,829</b>	<b>603,487</b>	<b>519,828</b>	<b>547,660</b>	<b>397,764</b>	<b>395,374</b>	<b>395,374</b>	<b>410,594</b>	<b>3.85%</b>	<b>421,965</b>	<b>2.77%</b>
<b>Funding - Use</b>												
Surplus (Deficit)		0	0	0	0	0	0	0	0		0	

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## PLANNING

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The City of Lakeport Community Development Department Planning Division is responsible for implementing City policies that direct the physical development of the City. This is accomplished through administration of the City's Development Codes, including Zoning Ordinance, Subdivision Ordinance, environmental regulations, the Lakeport General Plan, and related Ordinances and Policies.

Planning staff has responsibility for many other work priorities, including:

- General Plan Update and administration
- Code Enforcement
- Nuisance Abatement
- Vehicle Nuisance Abatement
- Environmental Review and Mitigation Monitoring
- Storm Water Regulations
- GIS.

The above activities are produced through the following seven major functions:

**Advance Planning** – Taking the lead in advance planning projects that guide development activities in Lakeport toward the Council and citizen vision.

**Current Planning** – Managing the development application review process effectively and efficiently to process project applications and implement the City Council's vision and policies for urban growth.

**Environmental Review** – Providing a full range of services related to complying with state and federal environmental laws. When warranted, additional consultant resources are obtained to augment staff resources.

**General Plan Implementation** – Working in conjunction with other City departments to complete the implementation programs of the City's General Plan.

**Regional Coordination** – Providing ongoing representation within regional forums to promote regional coordination and to support Lakeport's regional interests.

## **GOALS, OBJECTIVES AND PROJECTS**

- 1 Continue Implementation of General Plan including Housing Element and including Adoption of Density Bonus Ordinance
- 2 Completion of LAFCO process for South Main Street Annexation
- 3 Abate two to six structures that are blighted or dilapidated
- 4 Downtown Area Zoning Update
- 5 Review/Update Reinforced Masonry Seismic Program
- 6 Determine Status of CLMSD Development Agreement
- 7 Finish Survey and parcel split at Green Ranch
- 8 Courthouse project
- 9 Conduct Planning Commission training
- 10 Consider adoption of Bar Use Permit Ordinance
- 11 Work on 2030 Lake County Blueprint Plan

**PERSONNEL - Planning**

	FY 2011/2012				FY 2011/2012 FTEs
	FY 2010/2011 Budget FTEs	Requested Increase (Decrease)	Recommended	Adopted	
<b>Position</b>					
CDD/RDA Director	0.25		-0.05	-0.05	0.20
Planning Services Manager	1.00				1.00
Department Secretary II	1.00		-0.50	-0.50	0.50
<b>Total FTEs</b>	<b>2.25</b>	<b>0.00</b>	<b>-0.55</b>	<b>-0.55</b>	<b>1.70</b>

	FTE	FY 2011/2012 Allocation				
		General Fund 110	Redevelopment Agency 212	Low/Mod Housing Set- Aside 219	Water Enterprise 501	Sewer Enterprise 601
<b>Position</b>						
CDD/RDA Director	0.20	1.00				
Planning Services Manager	1.00	0.50	0.30		0.10	0.10
Department Secretary II	0.50	0.60	0.20	0.20		
<b>Total FTEs</b>	<b>1.70</b>					

**RECOMMENDED BUDGET - Planning**

	Prior FYs		Current		FY 2011/12			Projections				
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	% Change	FY 2013/2014	% Change	
	Actual	Actual	Budget	Estimated Actual	Requested	Recommended	Adopted	Projected	from Prior FY	Projected	from Prior FY	
<b>Funding Sources</b>												
110	General Fund	245,788	175,496	145,572	142,708	164,503	164,753	164,753	143,533	-12.88%	149,672	4.28%
212	Redevelopment Agency Fund	28,112	54,873	84,642	81,646	36,756	36,756	36,756	45,919	24.93%	47,968	4.46%
219	RDA Low/Mod Housing Fund	0	18,291	41,177	39,720	5,937	5,937	5,937	12,821	115.96%	13,430	4.74%
501	Water M&O Fund	25,163	29,723	13,726	13,240	10,163	10,163	10,163	17,333	70.55%	18,114	4.50%
601	CLMSD M&O Fund	22,834	29,723	16,013	15,447	10,163	10,163	10,163	17,333	70.55%	18,114	4.50%
Total Revenue		321,898	308,106	301,131	292,761	227,522	227,772	227,772	236,941	4.03%	247,297	4.37%
<b>Department Expenditures</b>												
Salaries and Benefits		222,788	228,715	229,763	221,666	150,536	150,536	150,536	201,585	33.91%	210,789	4.57%
Operations		96,881	79,274	71,368	71,095	76,986	76,986	76,986	35,355	-54.08%	36,508	3.26%
Debt Service		0	0	0	0	0	0	0	0	0.00%	0	0.00%
Capital Outlay/CIP		2,228	117	0	0	0	250	250	0	-100.00%	0	0.00%
Total Expenditure		321,898	308,106	301,131	292,761	227,522	227,772	227,772	236,941	4.03%	247,297	4.37%
<b>Funding - Use</b>												
Surplus (Deficit)		0	0	0	0	0	0	0	0		0	

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## **BUILDING**

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The City of Lakeport Community Development Department Building Division is responsible for enforcement of the California Building Standards Code. These are the State laws that regulate the construction of all buildings and structures.

The Building Division reviews and approves construction plans, and issues building permits. Once permits are issued, the Building Official inspects the construction projects to ensure compliance with approved plans, state and local laws. When the projects have passed all inspections and have met all other requirements of the City, County, and State agencies, the Building Official will sign off on the permit and in some cases issue a Certificate of Occupancy. The Building Division does not have jurisdiction for public schools, hospitals, or for tenant spaces within mobile home parks. Permits are required for retrofit manufactured home foundations and structures separate from the manufactured home on private land.

Building permit records and copies of approved plans are kept on file at the City as required by state law. These records are available for public access at the Building Department located at City Hall. There is a retrieval fee for any records that are requested that have been archived.

### **GOALS, OBJECTIVES AND PROJECTS**

- 1 Adopt 2010 Building Codes
- 2 Develop Emergency Response Program
- 3 Update Data Cards and Integrate into Black Bear Software
- 4 Review and update Fees
- 5 Archive City Hall Records
- 6 Floodplain management
- 7 Enroll in Community Rating System
- 8 Update FEMA Floodplain Maps
- 9 Certify Building Official
- 10 Certify Floodplain Manager
- 11 Certified ADA Specialist
- 12 Mitigate Transfer Station
- 13 Inspection Services at Mendocino College

**PERSONNEL - Building**

Position	FY 2011/2012				
	FY 2010/2011 Budget FTEs	Requested Increase (Decrease)	Recommended	Adopted	FY 2011/2012 FTEs
CDD/RDA Director	0.25		-0.05	-0.05	0.20
Building Official	1.00				1.00
Department Secretary II	0.50	0.25	0.00	0.00	0.50
<b>Total FTEs</b>	<b>1.75</b>	<b>0.25</b>	<b>-0.05</b>	<b>-0.05</b>	<b>1.70</b>

Position	FTE	FY 2011/2012 Allocation				
		General Fund 110	Redevelopment Agency 212	Low/Mod Housing Set- Aside 219	Water Enterprise 501	Sewer Enterprise 601
CDD/RDA Director	0.25	1.00				
Building Official	1.00	0.85	0.05		0.05	0.05
Department Secretary II	0.50	0.60	0.05	0.05	0.15	0.15
<b>Total FTEs</b>	<b>1.75</b>					

**RECOMMENDED BUDGET - Building**

	Prior FYs		Current		FY 2011/12			Projections				
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	% Change	FY 2013/2014	% Change	
	Actual	Actual	Budget	Estimated	Requested	Recommended	Adopted	Projected	from Prior FY	Projected	from Prior FY	
<b>Funding Sources</b>												
110	General Fund	132,242	133,468	136,096	115,063	137,173	137,418	137,418	157,012	14.26%	163,674	4.24%
212	Redevelopment Agency Fund	8,440	9,694	12,866	11,951	7,825	7,825	7,825	11,285	44.21%	11,754	4.15%
219	RDA Low/Mod Housing Fund	0	0	8,577	7,967	1,398	1,398	1,398	4,528	223.89%	4,726	4.38%
501	Water M&O Fund	6,291	6,924	7,148	6,640	8,971	8,971	8,971	6,615	-26.26%	6,902	4.34%
601	CLMSD M&O Fund	7,611	6,924	7,148	6,640	8,971	8,971	8,971	6,615	-26.26%	6,902	4.34%
Total Revenue		154,584	157,010	171,835	148,261	164,338	164,583	164,583	186,056	13.05%	193,959	4.25%
<b>Department Expenditures</b>												
Salaries and Benefits		140,417	138,495	143,955	132,791	136,122	136,122	136,122	153,965	13.11%	160,906	4.51%
Operations		11,978	18,398	27,880	15,470	28,216	28,211	28,211	32,090	13.75%	33,053	3.00%
Debt Service		0	0	0	0	0	0	0	0	0.00%	0	0.00%
Capital Outlay/CIP		2,189	117	0	0	0	250	250	0	-100.00%	0	0.00%
Total Expenditure		154,584	157,010	171,835	148,261	164,338	164,583	164,583	186,056	13.05%	193,959	4.25%
<b>Funding - Use</b>												
Surplus (Deficit)		0	0	0	0	0	0	0	0		0	

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## **CITY ENGINEER**

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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 Engineering 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

### **GOALS, OBJECTIVES AND PROJECTS**

- 1 Pursue Grant Funding for revenues sources
- 2 Five-Year Capital Improvement Plan
- 3 Records Management: Indexing of Maps and Plan Sheets
- 4 Update Encroachment Permit Ordinance
- 5 Adopt Uniform Standards for Public Improvements (Possible APC Funding Available)
- 6 Accident Database (Possible APC Funding Available)
- 7 Put together progress spreadsheets to go into quarterly finance report
- 8 Notify Council of upcoming grants

**PERSONNEL – City Engineer**

Position	FY 2011/2012				
	FY 2010/2011 Budget FTEs	Requested			FY 2011/2012 FTEs
		Increase (Decrease)	Recommended	Adopted	
City Engineer	1.00				1.00
Engineering Technician	1.00				1.00
Department Secretary II	0.50				0.50
<b>Total FTEs</b>	<b>2.50</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2.50</b>

Position	FTE	FY 2011/2012					Special Revenue Funds 200-499
		Allocation					
		General Fund 110	Redevelopment Agency 212	Low/Mod Housing Set- Aside 219	Water Enterprise 501	Sewer Enterprise 601	
City Engineer	1.00	0.40	0.30		0.15	0.15	
Engineering Technician	1.00	0.60	0.10		0.15	0.15	
Department Secretary II	0.50	0.60	0.05	0.05	0.15	0.15	
<b>Total FTEs</b>	<b>2.50</b>						

**RECOMMENDED BUDGET – City Engineer**

	Prior FYs		Current		FY 2011/12			Projections				
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	% Change	FY 2013/2014	% Change	
	Actual	Actual	Budget	Estimated	Requested	Recommended	Adopted	Projected	from Prior FY	Projected	from Prior FY	
<b>Funding Sources</b>												
110	General Fund	48,701	98,780	102,268	90,548	125,925	125,925	125,925	136,568	8.45%	142,596	4.41%
212	Redevelopment Agency Fund	11,735	42,283	43,022	40,687	44,953	44,953	44,953	51,934	15.53%	54,288	4.53%
219	Low/Mod Housing Set-Aside	0	0	0	900	1,398	1,398	1,398	4,528	223.89%	4,726	4.38%
501	Water Utility M&O Fund	58,677	27,576	28,058	26,535	34,098	34,098	34,098	33,554	-1.59%	35,099	4.60%
601	Sewer Utility M&O Fund	58,677	27,576	28,058	26,535	34,098	34,098	34,098	33,554	-1.59%	35,099	4.60%
	Special Revenue Cost Recovery	0	2,000	2,000	2,000	0	0	0	0	0.00%	0	0.00%
<b>Total Revenue</b>		<b>177,789</b>	<b>198,215</b>	<b>203,405</b>	<b>187,206</b>	<b>240,472</b>	<b>240,472</b>	<b>240,472</b>	<b>260,138</b>	<b>8.18%</b>	<b>271,808</b>	<b>4.49%</b>
<b>Department Expenditures</b>												
	Salaries and Benefits	167,647	183,839	187,052	176,902	220,856	220,856	220,856	238,464	7.97%	249,484	4.62%
	Operations	10,142	14,376	15,953	9,904	19,410	19,410	19,410	21,468	10.60%	22,112	3.00%
	Debt Service	0	0	0	0	0	0	0	0	0.00%	0	0.00%
	Capital Outlay/CIP	0	0	400	400	206	206	206	206	0.00%	212	3.00%
<b>Total Expenditure</b>		<b>177,789</b>	<b>198,215</b>	<b>203,405</b>	<b>187,206</b>	<b>240,472</b>	<b>240,472</b>	<b>240,472</b>	<b>260,138</b>	<b>8.18%</b>	<b>271,808</b>	<b>4.49%</b>
<b>Funding - Use</b>												
Surplus (Deficit)		0	0	0	0	0	0	0	0		0	

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## WESTSHORE POOL

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The City maintains and operates a community swimming pool on the campus of Clear Lake High. The pool is open seasonally, beginning in late May and ending in September. It is managed by the Public Works Department.

### **GOALS, OBJECTIVES AND PROJECTS**

- 1 Pursue Grants for capital improvements
- 2 Maintain service with available staff
- 3 Optimize use of limited staff time
- 4 Reorganization department staff to optimize skills and talents
- 5 Reevaluate Pool programs such as day camps, swimming lessons, etc.
- 6 Continued outreach to community for support and suggestions

**PERSONNEL - Pool**

Position	FY 2011/2012				FY 2011/2012 FTEs
	FY 2010/2011 Budget FTEs	Requested	Recommended	Adopted	
		Increase (Decrease)			
PW Director	0.00				0.00
Parks Maintenance	0.00				0.00
Department Secretary I/II (Administrator)	0.15				0.00
Pool Manager - 3/4 Time	0.17				0.00
Lifeguards (10) - PT	2.22		-0.37	-0.37	1.85
Concession Staff (3) - PT	0.38		0.20	0.20	0.58
<b>Total FTEs</b>	<b>2.92</b>	<b>0.00</b>	<b>-0.17</b>	<b>-0.17</b>	<b>2.43</b>

Position	FTE	FY 2011/2012 Allocation					
		General Fund 110	Low/Mod		Water Enterprise 501	Sewer Enterprise 601	Special Revenue Funds 200-499
			Redevelopment Agency 212	Housing Set- Aside 219			
Department Secretary I/II (Administra	0.00	1.00					
Pool Manager	0.00	1.00					
Lifeguards (10)	1.85	1.00					
Concession Staff (2)	0.58	1.00					
<b>Total FTEs</b>	<b>2.43</b>						

**RECOMMENDED BUDGET - Pool**

	Prior FYs		Current		FY 2011/12			Projections			
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	%	FY 2013/2014	%
	Actual	Actual	Budget	Estimated	Requested	Recommended	Adopted	Projected	Change	Projected	Change
<b>Funding Sources</b>											
110 General Fund	47,972	72,291	79,379	98,400	100,651	100,651	100,651	102,840	4.30%	106,212	3.28%
Total Revenue	47,972	72,291	79,379	98,400	100,651	100,651	100,651	102,840	2.17%	106,212	3.28%
<b>Department Expenditures</b>											
Salaries and Benefits	30,644	33,535	37,357	51,722	60,629	60,629	60,629	63,399	4.57%	64,000	0.95%
Operations	17,328	32,709	39,922	36,985	38,422	38,422	38,422	39,235	2.12%	42,000	7.05%
Debt Service	0	0	0	0	0	0	0	0	0.00%	0	0.00%
Capital Outlay/CIP	0	6,048	2,100	9,693	1,600	1,600	1,600	206	-87.13%	212	3.00%
Total Expenditure	47,972	72,291	79,379	98,400	100,651	100,651	100,651	102,840	2.18%	106,212	3.28%
<b>Funding - Use</b>											
Surplus (Deficit)	0	0	0	0	0	0	0	0		0	

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## **POLICE**

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The Lakeport Police Department is dedicated to providing a safe environment for those who live, work and visit in the City of Lakeport. 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, canine patrol, narcotics task force services, community relations and 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

### **GOALS, OBJECTIVES AND PROJECTS**

- 1 Update Emergency Plan and provide training to staff and Council
- 2 Meet community need for civic activities
- 3 Reorganize existing resources and supervision
- 4 Maintain required Post levels of training
- 5 Reorganization and streamline property room and staffing
- 6 Work with local jurisdictions on combined narcotic enforcement
- 7 Continue town hall meetings
- 8 Service level goals
- 9 Maintain policy training
- 10 Secure Police Department facilities
- 11 Implement Reality-Based Training

**PERSONNEL - Police**

Position	FY 2011/2012				
	FY 2010/2011 Budget FTEs	Requested			FY 2011/2012 FTEs
		Increase (Decrease)	Recommended	Adopted	
Chief of Police	1.00				1.00
Community Services Officer	1.00				1.00
Evidence Tech/Parking Enforcement-PT (960)	0.50		-0.50	-0.50	0.00
Park Ranger	0.50	-0.50	-0.50	-0.50	0.00
Police Officer	6.00	0.00			6.00
Police Officer-PT (960)	0.50				0.50
Police Sergeant	3.00	0.00	-1.00	-1.00	2.00
Police Lieutenant	0.00	1.00	1.00	1.00	1.00
Records Director	1.00				1.00
School Resource Officer-PT(960)	0.50				0.50
Special Investigator-PT (960)	0.50				0.50
<b>Total FTEs</b>	<b>14.50</b>	<b>0.50</b>	<b>-1.00</b>	<b>-1.00</b>	<b>13.50</b>

Position	FTE	FY 2011/2012 Allocation				
		General Fund 110	Redevelopment Agency 212	Low/Mod		Special Revenue Funds 200-499
				Housing Set- Aside 219	Water Enterprise 501	
Chief of Police	1.00	1.00				
Community Services Officer	1.00	1.00				
Police Officer	6.00	1.00				
Police Officer-PT (960)	0.50	1.00				
Police Sergeant	2.00	1.00				
Police Lieutenant	1.00	1.00				
Records Director	1.00	1.00				
School Resource Officer-PT(960)	0.50	1.00				
Special Investigator-PT (960)	0.50	1.00				
<b>Total FTEs</b>	<b>13.50</b>					

FY 2011/2012 FTEs	
Sworn Officers	10.00
Misc Staff	3.50

**RECOMMENDED BUDGET - Police**

	Prior FYs		Current		FY 2011/12			Projections				
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	% Change	FY 2013/2014	% Change	
	Actual	Actual	Budget	Estimated	Requested	Recommended	Adopted	Projected	from Prior FY	Projected	from Prior FY	
<b>Funding Sources</b>												
110	General Fund	1,429,412	1,715,294	1,607,500	1,434,506	1,532,749	1,613,749	1,613,749	1,732,300	7.35%	1,907,307	10.10%
	COPS Grant	53,937	100,048	75,000	75,000	86,000	0	0	0	0.00%	0	0.00%
	Indian Gaming Funds					26,300	26,300	26,300	0	-100.00%	0	0.00%
	Parking Enforcement Fines	7,478	8,891	15,000	12,915	13,000	13,000	13,000	13,390	3.00%	13,792	3.00%
	Costs Reimbursements		22,538	25,000	25,000	25,000	25,000	25,000	0	-100.00%	0	0.00%
	CHRP Grant			60,079	60,079	71,000	71,000	71,000	70,000	-1.41%	80,000	14.29%
207	Prop 172					16,000	16,000	16,000	16,500	3.13%	17,000	3.03%
<b>Total Revenue</b>		<b>1,490,827</b>	<b>1,846,771</b>	<b>1,782,579</b>	<b>1,607,500</b>	<b>1,770,049</b>	<b>1,765,049</b>	<b>1,765,049</b>	<b>1,832,190</b>	<b>3.80%</b>	<b>2,018,099</b>	<b>10.15%</b>
<b>Department Expenditures</b>												
	Salaries and Benefits	1,262,542	1,386,537	1,453,016	1,286,015	1,351,605	1,346,605	1,346,605	1,407,202	4.50%	1,582,318	12.44%
	Operations	228,285	264,449	256,563	231,406	345,444	345,444	345,444	351,988	1.89%	362,781	3.07%
	Debt Service	0	0	0	0	73,000	73,000	73,000	73,000	0.00%	73,000	0.00%
	Capital Outlay/CIP	0	392,250	73,000	85,810	0	0	0	0	0.00%	0	0.00%
<b>Total Expenditure</b>		<b>1,490,827</b>	<b>2,043,236</b>	<b>1,782,579</b>	<b>1,603,231</b>	<b>1,770,049</b>	<b>1,765,049</b>	<b>1,765,049</b>	<b>1,832,190</b>	<b>3.80%</b>	<b>2,018,099</b>	<b>10.15%</b>
<b>Funding - Use</b>												
Surplus (Deficit)		<b>0</b>	<b>-196,465</b>	<b>0</b>	<b>4,269</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	

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## **PUBLIC WORKS**

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### **STREETS**

The Street Division of Public Works provides for the maintenance and minor construction of all City streets, curb and gutter, 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. The Street Division also provides many additional public service functions, including providing traffic control devices for parades and other special events, installing banners over Main Street, and assisting other City departments

### **GOALS, OBJECTIVES AND PROJECTS**

- 1 Optimize use of limited staff time
- 2 Work with City Engineer on funding sources
- 3 Maintain service with available staff
- 4 Reorganization of department staff to optimize skills and talents
- 5 Lakeshore mill and fill
- 6 Bevins Street surface treatment
- 7 Equipment replacement program
- 8 Meet community needs for civic activities
- 9 Parallel Drive milling project
- 10 Martin Street repair project

### **PARKS, BUILDINGS AND GROUNDS**

The Parks and Building Maintenance 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, some painting, custodial services, and litter abatement.

## **GOALS, OBJECTIVES AND PROJECTS**

- 1 Pursue next round of prop 84 funding
- 3 Maintain service with available staff
- 4 Optimize use of limited staff time
- 5 Reorganization department staff to optimize skills and talents
- 6 Adopt a planter program
- 7 Rehab docks
- 8 Work with Westside Park Committee for development of Phase 2
- 9 Continue support and participation with Westside Park Committee

**PERSONNEL – Public Works**

Position	FY 2011/2012				
	FY 2010/2011 Budget FTEs	Requested			FY 2011/2012 FTEs
		Increase (Decrease)	Recommended	Adopted	
Department Secretary I/II	1.00				1.00
Parks Foreman	0.00	1.00	1.00	1.00	1.00
Parks Maintenance Worker I	2.00	-1.00	-1.00	-1.00	1.00
Public Works Director	1.00				1.00
Public Works Foreman	1.00				1.00
Public Works Maintenance Worker I	2.00	1.00	0.00	0.00	2.00
Public Works Maintenance Worker II	2.00				2.00
Sign Technician	1.00	-1.00	-1.00	-1.00	0.00
<b>Total FTEs</b>	<b>10.00</b>	<b>0.00</b>	<b>-1.00</b>	<b>-1.00</b>	<b>9.00</b>

Position	FTE	FY 2011/2012 Allocation				
		General Fund 110	Low/Mod			Special Revenue Funds 200-499
			Redevelopment Agency 212	Housing Set- Aside 219	Water Enterprise 501	
Department Secretary I/II	1.00	0.80			0.10	0.10
Parks Foreman	1.00	1.00				
Parks Maintenance Worker I	1.00	1.00				
Public Works Director	1.00	0.50	0.10		0.20	0.20
Public Works Foreman	1.00	0.50			0.25	0.25
Public Works Maintenance Worker	2.00	0.50			0.25	0.25
Public Works Maintenance Worker	2.00	1.00				
Sign Technician	0.00					
<b>Total FTEs</b>	<b>9.00</b>					

**RECOMMENDED BUDGET – STREETS**

	Prior FYs		Current		FY 2011/12			Projections				
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	% Change from Prior FY	FY 2013/2014	% Change from Prior FY	
	Actual	Actual	Budget	Estimated	Requested	Recommended	Adopted	Projected		Projected		
<b>Funding Sources</b>												
110	General Fund	609,332	623,626	1,104,264	657,968	885,732	839,134	839,134	1,235,958	47.29%	1,281,102	3.65%
203	HUTA Gas Tax Fund					259,200	259,200	259,200		0.00%		0.00%
212	Redevelopment Agency Fund	11,245	13,829	10,180	8,301	12,439	12,050	12,050	12,979	7.71%	13,563	4.50%
410	Lakeshore Storm Damage RPF	0	0	0	0	569,000	569,000	569,000		0.00%		0.00%
411	Safe Routes to School Fund	0	34,246	0	15,454	550,000	550,000	550,000		0.00%		0.00%
501	Water M&O Fund	88,427	69,143	91,622	74,713	59,426	48,083	48,083	62,067	29.08%	64,949	4.64%
601	CLMSD M&O Fund	77,605	69,143	91,622	74,713	59,426	48,056	48,056	62,067	29.15%	64,949	4.64%
<b>Total Revenue</b>		<b>786,609</b>	<b>809,986</b>	<b>1,297,689</b>	<b>831,149</b>	<b>2,395,223</b>	<b>2,325,523</b>	<b>2,325,523</b>	<b>1,373,071</b>	<b>-40.96%</b>	<b>1,424,562</b>	<b>3.75%</b>
<b>Department Expenditures</b>												
Salaries and Benefits		224,844	461,573	530,013	435,796	486,646	416,946	416,946	440,128	5.56%	460,726	4.68%
Operations		227,294	208,080	242,280	204,003	270,979	270,979	270,979	309,052	14.05%	321,228	3.94%
Debt Service		0	0	0	0	0	0	0	0	0.00%	0	0.00%
Capital Outlay/CIP		334,472	106,087	525,396	175,896	1,637,598	1,637,598	1,637,598	623,892	-61.90%	642,608	3.00%
<b>Total Expenditure</b>		<b>786,609</b>	<b>775,740</b>	<b>1,297,689</b>	<b>815,695</b>	<b>2,395,223</b>	<b>2,325,523</b>	<b>2,325,523</b>	<b>1,373,071</b>	<b>-40.96%</b>	<b>1,424,563</b>	<b>3.75%</b>
<b>Funding - Use</b>												
Surplus (Deficit)		<b>0</b>	<b>34,246</b>	<b>0</b>	<b>15,454</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	

**RECOMMENDED BUDGET – PARKS, BUILDINGS AND GROUNDS**

	Prior FYs		Current		FY 2011/12			Projections				
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	% Change from Prior FY	FY 2013/2014	% Change from Prior FY	
	Actual	Actual	Budget	Estimated	Requested	Recommended	Adopted	Projected		Projected		
<b>Funding Sources</b>												
110	General Fund	201,808	138,069	177,511	155,146	222,156	234,156	234,156	235,628	0.63%	245,693	4.27%
<b>Total Revenue</b>		<b>201,808</b>	<b>138,069</b>	<b>177,511</b>	<b>155,146</b>	<b>222,156</b>	<b>234,156</b>	<b>234,156</b>	<b>235,628</b>	<b>6.06%</b>	<b>245,693</b>	<b>4.27%</b>
<b>Department Expenditures</b>												
Salaries and Benefits		123,549	53,699	99,709	80,132	130,538	130,538	130,538	140,916	7.95%	147,436	4.63%
Operations		78,259	84,371	77,802	75,014	86,618	86,618	86,618	89,562	3.40%	92,952	3.79%
Debt Service		0	0	0	0	0	0	0	0	0.00%	0	0.00%
Capital Outlay/CIP		0	0	0	0	5,000	17,000	17,000	5,150	-69.71%	5,305	3.00%
<b>Total Expenditure</b>		<b>201,808</b>	<b>138,069</b>	<b>177,511</b>	<b>155,146</b>	<b>222,156</b>	<b>234,156</b>	<b>234,156</b>	<b>235,628</b>	<b>6.06%</b>	<b>245,693</b>	<b>4.27%</b>
<b>Funding - Use</b>												
Surplus (Deficit)		<b>0</b>		<b>0</b>								

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## UTILITIES

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The City of Lakeport Utilities Department is a consolidated department of three divisions responsible for several functions, including Water Operations and Maintenance, Sewer Operations and Maintenance, and Underground Utility Construction and Maintenance.

### **WATER**

The Water Division continuously monitors the quality of the water that is provided to its residents and holds the responsibility of providing a safe drinking water as its highest priority.

The division 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 fire fighting, domestic, and commercial use. The division operates and maintains 4 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, during service installation and future.

The Underground Utility 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.

### **GOALS, OBJECTIVES AND PROJECTS**

- 1 Green Ranch procurement
- 2 Funding for loop water main
- 3 Reduce power costs through new PG & E program
- 4 Implement power cost reduction measures
- 5 Policies and procedures for department
- 6 Replace SCADA
- 7 Install electronic water meters

## **SEWER**

The Sewer division provides collection, treatment, and disposal of sewage in a manner compliant with the health and safety needs of the public and environment as its top priority.

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 8 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.

## **GOALS, OBJECTIVES AND PROJECTS**

- 1 Funding for treatment pond repair
- 2 Develop strategy for possible solar array
- 3 Funding for sewer master plan I & I reduction Phase 1
- 4 Funding to replace SCADA system
- 5 Identify and remove sources of I & I
- 6 Convert paper tracking of sewer assessments to digital
- 7 Funding to upsize sewer main on North Main Street

**PERSONNEL - Utilities**

Position	FY 2011/2012				
	FY 2010/2011 Budget FTEs	Requested			FY 2011/2012 FTEs
		Increase (Decrease)	Recommended	Adopted	
Compliance Officer	1.00	-1.00	-1.00	-1.00	0.00
Dept. Sec.	0.00	0.50	0.50	0.50	0.50
EMT I	0.00				0.00
GIS/I&I Specialest	1.00	-1.00	-1.00	-1.00	0.00
I/I Maintenance Worker	1.00			-1.00	0.00
Maintenance Specialist	1.00	0.50	0.00	0.00	1.00
PW Lead Worker	1.00				1.00
Utilities Director	1.00				1.00
Wastewater Facilities Operator/MW I	1.00				1.00
Utilities Maintenance Worker II	1.00				1.00
Utilities Superintendent	1.00				1.00
Wastewater Supervisor (interim)	1.00				1.00
Water Operator/MW I	1.00		1.00	1.00	2.00
Water Operator/MW II	1.00		-1.00	-1.00	0.00
Water Supervisor	1.00				1.00
<b>Total FTEs</b>	<b>13.00</b>	<b>-1.00</b>	<b>-1.50</b>	<b>-2.50</b>	<b>10.50</b>

Position	FTE	FY 2011/2012 Allocation					
		General Fund 110	Low/Mod		Water Enterprise 501	Sewer Enterprise 601	Special Revenue Funds 200-499
			Redevelopment	Housing Set-			
			Agency 212	Aside 219			
Dept. Sec.	0.50				0.50	0.50	
Maintenance Specialist	1.00	0.40			0.30	0.30	
PW Lead Worker	1.00	0.10			0.45	0.45	
Utilities Director	1.00				0.50	0.50	
Wastewater Facilities Operator/MW I	1.00					1.00	
Utilities Maintenance Worker II	1.00				0.50	0.50	
Utilities Superintendent	1.00	0.10			0.45	0.45	
Wastewater Supervisor (interim)	1.00				0.05	0.95	
Water Operator/MW I	1.00				0.95	0.05	
Water Operator/MW II	1.00				0.95	0.05	
Water Supervisor	1.00				0.95	0.05	
<b>Total FTEs</b>	<b>10.50</b>						

**RECOMMENDED BUDGET – WATER**

	Prior FYs		Current		FY 2011/12			Projections				
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	% Change	FY 2013/2014	% Change	
	Actual	Actual	Budget	Estimated	Requested	Recommended	Adopted	Projected	from Prior FY	Projected	from Prior FY	
<b>Funding Sources</b>												
110	General Fund	21,573	20,024	25,250	23,988	29,211	29,211	29,211	30,525	4.50%	31,899	4.50%
501	Water M&O Fund	926,385	1,390,757	1,600,248	876,496	1,540,042	1,383,792	1,383,792	1,726,586	24.77%	1,767,449	2.37%
502	Water Expansion Fund	0	0	250,000	0	250,000	250,000	250,000	0	0.00%	0	0.00%
601	Water M&O Fund	0	0	0	0	198,590	198,590	198,590	207,527	4.50%	216,865	4.50%
<b>Total Revenue</b>		<b>947,958</b>	<b>1,410,781</b>	<b>1,875,498</b>	<b>900,483</b>	<b>2,017,843</b>	<b>1,861,593</b>	<b>1,861,593</b>	<b>1,964,638</b>	<b>5.54%</b>	<b>2,016,214</b>	<b>2.63%</b>
<b>Department Expenditures</b>												
Salaries and Benefits		353,326	319,013	274,197	267,083	544,665	544,665	544,665	569,175	4.50%	594,788	4.50%
Operations		324,071	571,142	482,842	426,547	462,709	441,409	441,409	453,768	2.80%	467,382	3.00%
Debt Service		254,054	503,086	254,159	140,092	254,069	254,069	254,069	255,000	0.37%	257,000	0.78%
Capital Outlay/CIP		16,507	17,540	614,300	416,761	756,400	621,450	621,450	686,695	10.50%	697,044	1.51%
<b>Total Expenditure</b>		<b>947,958</b>	<b>1,410,781</b>	<b>1,625,498</b>	<b>1,250,483</b>	<b>2,017,843</b>	<b>1,861,593</b>	<b>1,861,593</b>	<b>1,964,638</b>	<b>5.54%</b>	<b>2,016,213</b>	<b>2.63%</b>
<b>Funding - Use</b>												
Surplus (Deficit)		<b>0</b>	<b>0</b>	<b>250,000</b>	<b>-350,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	

**RECOMMENDED BUDGET – SEWER**

	Prior FYs		Current		FY 2011/12			Projections				
	FY 2008/2009	FY 2009/2010	FY 2010/2011	FY 2010/2011	FY 2011/2012	FY 2011/2012	FY 2011/2012	FY 2012/2013	% Change	FY 2013/2014	% Change	
	Actual	Actual	Budget	Estimated	Requested	Recommended	Adopted	Projected	from Prior FY	Projected	from Prior FY	
<b>Funding Sources</b>												
110	General Fund	21,573	20,024	25,250	23,988	21,801	21,801	21,801	23,444	7.54%	24,864	6.05%
501	Water M&O Fund	0	0	0	0	62,471	62,471	62,471	67,181	7.54%	71,246	6.05%
601	Sewer M&O Fund	1,419,180	2,003,976	1,305,685	1,224,570	1,360,279	1,185,929	1,185,929	1,544,305	30.22%	1,585,773	2.69%
<b>Total Revenue</b>		<b>1,440,753</b>	<b>2,024,000</b>	<b>1,330,935</b>	<b>1,248,557</b>	<b>1,444,551</b>	<b>1,270,201</b>	<b>1,270,201</b>	<b>1,634,931</b>	<b>13.18%</b>	<b>1,681,883</b>	<b>2.87%</b>
<b>Department Expenditures</b>												
Salaries and Benefits		515,328	491,603	344,964	355,673	302,803	302,803	302,803	325,634	7.54%	345,335	6.05%
Operations		711,851	1,344,176	778,511	644,997	849,588	739,938	739,938	760,656	2.80%	798,689	5.00%
Debt Service		160,498	186,560	189,460	227,350	187,260	187,260	187,260	188,000	0.40%	190,000	1.06%
Capital Outlay/CIP		53,076	1,661	18,000	20,537	104,900	40,200	40,200	360,640	797.11%	347,858	-3.54%
<b>Total Expenditure</b>		<b>1,440,753</b>	<b>2,024,000</b>	<b>1,330,935</b>	<b>1,248,557</b>	<b>1,444,551</b>	<b>1,270,201</b>	<b>1,270,201</b>	<b>1,634,931</b>	<b>13.18%</b>	<b>1,681,882</b>	<b>2.87%</b>
<b>Funding - Use</b>												
Surplus (Deficit)		<b>0</b>		<b>0</b>								

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## LAKEPORT HOUSING

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The Housing Department for the City of Lakeport has been helping low income, financially responsible citizens into beautiful homes since its founding, in 1986. Currently, the department is implementing three financial assistance programs, available to citizens of Lakeport, which are designed to help pay down the costs of buying or maintaining a home.

### **GOALS, OBJECTIVES AND PROJECTS**

- 1 Implement two HOME grants
- 2 Prepare Cal Home Grant
- 3 Implement CDBG Grant
- 4 Implement CDBG Program Income Account
- 5 Work with getting Redevelopment Housing Funds out
- 6 Update Housing Policies and Procedures Manuals
- 7 Work on Getting Redevelopment Housing Funds Out
- 8 Update Housing Policies & Procedures Manuals

**PERSONNEL – Lakeport Housing**

Position	FY 2011/2012				
	FY 2010/2011 Budget FTEs	Requested	FY 2011/2012		
		Increase (Decrease)	Recommended	Adopted	FTEs
CDD/RDA Director	0.50	-0.25	-0.35	-0.35	0.15
Housing Specialist	1.00				1.00
<b>Total FTEs</b>	<b>1.50</b>	<b>-0.25</b>	<b>-0.35</b>	<b>-0.35</b>	<b>1.15</b>

Position	FTE	FY 2011/2012 Allocation					
		Low/Mod					
		General Fund 110	Redevelopment Agency 212	Housing Set- Aside 219	Water Enterprise 501	Sewer Enterprise 601	Special Revenue Funds 200-499
CDD/RDA Director	0.15			1.00			
Housing Specialist	1.00			0.16		0.85	
<b>Total FTEs</b>	<b>1.15</b>						



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## REDEVELOPMENT

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The Lakeport Redevelopment Agency was formed by the Lakeport City Council in 1986. For budgeting and financial reporting purposes, it is considered a blended component unity of the City and included as a City department.

The Redevelopment Department serves the purpose of coordinating and directing the construction of public and commercial improvements. When a business is built or renovated, when a street is redesigned with the needs of the public in mind, or when the infrastructure of Lakeport is transformed to better suit its steady growth, the Department typically acts as the lead entity.

Economic development is key function of the department. Staff works closely with the LEDAC to implement projects and activities that further the mission of business recruitment, attraction, and retention.

The Redevelopment Project Area is the land in the City of Lakeport which is within the jurisdiction of the Redevelopment Agency and is subject to the provisions of the Redevelopment Plan. The Project Area contains 612 acres and covers the downtown commercial area, land to the west, and land to the south.

The functions of the department include:

- The elimination of blight which, among other things, includes buildings that are unsafe or unhealthy for persons to live or work in, incompatible and uneconomic land uses, small and irregular lots, obsolete and aged building types, substandard alleys and inadequate or deteriorated public improvements, facilities, and utilities;
- Facilitating the assembly of land, through conventional means without the use of eminent domain, into parcels suitable for modern development with improved pedestrian and vehicular circulation;
- The re-planning, redesign, and redevelopment of areas which are stagnant or improperly used;
- The provision of opportunities for participation by owners and tenants in the revitalization of their properties;
- The strengthening of retail and other commercial functions in the Project Area;
- The strengthening of the economic base of the Project Area and the community by installing needed improvements to stimulate new residential, commercial, and industrial expansion; employment; and social and economic growth;
- The provision of adequate land for parking and open spaces;
- The establishment and implementation of performance criteria to assure high site design standards and environmental quality and other design elements which provide unity and integrity to the entire Project;
- The expansion, improvement, and preservation of housing for low- and moderate-income persons; and

- The installation of new, or the replacement of existing public improvements, facilities, and utilities in areas which are currently inadequately served; and
- Economic development activities, most notably business retention.

An integral purpose of the department/Agency is to assist in the implementation of development and rehabilitation projects which might not be able to proceed without assistance. Specifically, homeowners, apartment owners, and local businesses can be assisted, downtown improvements will be made, and development incentives offered. In addition, the Agency will construct certain public improvements in the Project Area, such as street, drainage, sewer, and water improvements.

### **GOALS, OBJECTIVES AND PROJECTS**

- 1 Develop “Starting a Business” Packet (Doing Business in Lakeport)
- 2 Enhance City Website
- 3 Regular Face-to-Face Contact with City Businesses
- 4 City-Specific Marketing Program
- 5 Contact ten outside businesses for recruitment to, or expansion in, Lakeport
- 6 Implement Business Recruitment & Retention Plan
- 7 Continue LEDAC
- 8 Develop and Promulgate a Mission Statement
- 9 Implement Social Media Campaign
- 10 Update Commercial Land Inventory
- 11 Develop Brand
- 12 Agreement with County for Buxton Services
- 13 Continue Business Loan Programs
- 14 Work with Existing Motel Owners to Enhance Properties
- 15 Work with Vista Point and High Street Village Owners to Enhance Properties
- 16 Continue recruitment for new hotel
- 17 Finish Engineering Plan for the Phase 2 Downtown Improvement Project

- 18 Write/Circulate RFP for Lakefront Area
- 19 Work with Lakeport Main Street Association to Develop Downtown Improvement District
- 20 Organize Community Effort to Respond to Possible Loss of Redevelopment
- 21 Continue Five-Year Implementation Plan
- 22 Implement 2009 CDBG/PTA Neighborhood Improvement Grant
- 23 Implement 2010 Economic Development Grant for Business Loans
- 24 Prepare Year-End Reports In-House
- 25 Continue Façade Improvement Program
- 26 Market/Sell Bevin's Court with a Development Agreement
- 27 Implement Business Retention/Recruitment Strategies
- 28 Implement CALED Recommendations

**PERSONNEL - Redevelopment**

Position	FY 2011/2012				
	FY 2010/2011 Budget FTEs	Requested	FY 2011/2012		
		Increase (Decrease)	Recommended	Adopted	FTEs
CDD/RDA Director	0.50	-0.25	-0.05	-0.05	0.45
Economic Development Manager	1.00		-1.00	-1.00	0.00
<b>Total FTEs</b>	<b>1.50</b>	<b>-0.25</b>	<b>-1.05</b>	<b>-1.05</b>	<b>0.45</b>

Position	FTE	FY 2011/2012 Allocation				
		General Fund 110	Low/Mod			Special Revenue Funds 200-499
			Redevelopment Agency 212	Housing Set- Aside 219	Water Enterprise 501	
CDD/RDA Director	0.45		1.00			
Economic Development	0.00		1.00			
<b>Total FTEs</b>	<b>0.45</b>					

**RECOMMENDED BUDGET - Redevelopment**

	Prior FYs		Current		FY 2011/12			Projections				
	FY	FY	FY	FY	FY	FY	FY	%	FY	%		
	2008/2009 Actual	2009/2010 Actual	2010/2011 Budget	2010/2011 Estimated Actual	2011/2012 Requested	FY 2011/2012 Recommended	2011/2012 Adopted	2012/2013 Projected	Change from Prior FY	2013/2014 Projected	Change from Prior FY	
<b>Funding Sources</b>												
210	Economic Business Loan Fund	194,941	170,679	55,256	15,878	11,279	11,279	11,279	11,617	3.00%	11,966	3.00%
212	Redevelopment Agency Fund	1,788,874	1,493,569	968,423	1,459,452	875,327	809,126	809,126	839,849	3.80%	856,265	1.95%
213	RDA Capital Projects Fund	0	0	2,539,258	0	2,195,258	1,805,258	1,805,258	0	0.00%	0	0.00%
219	RDA Low/Moderate Housing Fund	545,458	512,724	431,498	118,767	0	0	0	0	0.00%	0	0.00%
233	Microenterprise RLA Fund	35,000	0	15,764	835	0	0	0	0	0.00%	0	0.00%
234	Business Stabilization Loan Prog. Fund	0	95,160	0	6,048	0	0	0	0	0.00%	0	0.00%
236	P/TA Grant#09-PTAG-6504	0	0	34,500	0	34,500	34,500	34,500	35,535	3.00%	36,601	3.00%
237	Business Loan RLF	0	0	259,750	0	0	0	0	0	0.00%	0	0.00%
<b>Total Revenue</b>		<b>2,564,273</b>	<b>2,272,132</b>	<b>4,304,449</b>	<b>1,600,980</b>	<b>3,116,364</b>	<b>2,660,163</b>	<b>2,660,163</b>	<b>887,001</b>	<b>-66.66%</b>	<b>904,832</b>	<b>2.01%</b>
<b>Department Expenditures</b>												
	Salaries and Benefits	172,096	208,769	313,455	214,733	58,098	58,098	58,098	60,712	4.50%	63,444	4.50%
	Operations	1,012,754	1,452,977	1,057,280	378,816	402,560	389,622	389,622	361,393	-7.25%	372,235	3.00%
	Debt Service	271,500	322,818	325,456	387,915	322,685	322,685	322,685	323,000	0.10%	323,000	0.00%
	Capital Outlay/CIP	1,107,923	287,568	2,608,258	619,516	2,333,021	1,889,758	1,889,758	141,896	-92.49%	146,153	3.00%
<b>Total Expenditure</b>		<b>2,564,273</b>	<b>2,272,132</b>	<b>4,304,449</b>	<b>1,600,980</b>	<b>3,116,364</b>	<b>2,660,163</b>	<b>2,660,163</b>	<b>887,001</b>	<b>-66.66%</b>	<b>904,832</b>	<b>2.01%</b>
<b>Funding - Use</b>												
Surplus (Deficit)		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	

**BUDGET RESOLUTION**  
(City and Blended Component Units)

**RESOLUTION NO. 2421 (2011)**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY  
OF LAKEPORT, THE BOARD OF THE LAKEPORT  
REDEVELOPMENT AGENCY, AND THE BOARD OF THE CITY  
OF LAKEPORT MUNICIPAL SEWER DISTRICT  
ADOPTING THE ANNUAL BUDGET FOR FISCAL YEAR 2010-2011**

**WHEREAS**, the City Council of the City of Lakeport, Board of Lakeport Redevelopment Agency and Board of the City of Lakeport Municipal Sewer District has reviewed the Annual Budget for the Fiscal Year 2011-2012; 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; and

**WHEREAS**, the City Clerk caused the legal advertisement to be published ten (10) days prior to the City Council hearing date; and

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Lakeport hereby adopts the budget for the City of Lakeport, City of Lakeport Redevelopment Agency, and City of Lakeport Municipal Sewer District for the fiscal year beginning July 1, 2011, and ending June 30, 2012, appropriating the sum of \$17,023,702; and

**BE IT FURTHER RESOLVED** that the Redevelopment Agency Board of Directors has found that planning and administrative expenditures from the Redevelopment Housing Set-Aside Fund are necessary for the production, improvement, or preservation of low- and moderate-income affordable housing.

**THIS RESOLUTION** was passed by the City Council of the City of Lakeport at a regular meeting thereof on the 21st day of June, 2011, by the following vote:

AYES: Council Members Parmentier, Rumpfelt, Mattina, Engstrom, and Mayor Lyons  
NOES: None  
ABSTAINING: None  
ABSENT: None

  
SUZANNE LYONS, Mayor

ATTEST:

  
JANEL CHAPMAN, City Clerk

APPROVED AS TO FORM:

  
STEVEN J. BROOKS, City Attorney