

# MINUTES

## REGULAR MEETING OF THE LAKEPORT CITY COUNCIL

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

Tuesday, January 5, 2016

- I. **CALL TO ORDER & ROLL CALL:** Mayor Spillman called the regular meeting of the City Council of the City of Lakeport to order at 6:00 p.m. with Council Members Kenneth Parlet, Stacey Mattina, Martin Scheel, and Mireya Turner present.
- MOMENT OF SILENCE:** Mayor Spillman called for a moment of silence in honor of long-time Lakeport City Clerk, Janel Chapman.
- II. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was led by City Manager Silveira
- III. **ACCEPTANCE OF AGENDA:** A motion was made by Council Member Scheel, seconded by Council Member Mattina, and unanimously carried by voice vote to accept agenda as posted.
- Urgency Items: There were no urgency items.
- IV. **CONSENT AGENDA:** City Attorney Ruderman requested that Item B, the Minutes of the December 15, 2015 City Council meeting, be pulled for discussion.
- A. Ordinances: Waive reading except by title, of any ordinances under consideration at this meeting for either introduction or passage per *Government Code* Section 36934.
- B. Minutes: Approve minutes of the regular City Council meeting of December 15, 2015.
- Vote on Consent Agenda: A motion was made by Council Member Scheel, seconded by Council Member Turner, and unanimously carried by voice vote to approve the Consent Agenda with the exception of Item B.
- Item B: City Attorney Ruderman advised that the Report out of Closed Session at the December 15, 2015 meeting should be amended to read "The Mayor reported that the Council voted unanimously to allow for a Tolling Agreement and to authorize City Attorney Ruderman to sign and present the agreement to Verizon Wireless. The term of the agreement will be for six (6) months ending July 5, 2016."
- A motion was made by Council Member Scheel, seconded by Council Member Turner, and unanimously carried by voice vote to approve the minutes of the December 15, 2015 regular City Council meeting, as amended.
- V. **PUBLIC PRESENTATIONS/REQUESTS:**
- A. Citizen Input: There was no citizen input.
- B. Presentation: Susan Gen of the Health Leadership Network gave a presentation on the Lake County Wellness Impact 2025 Overview.
- VI. **COUNCIL BUSINESS:**
- A. City Clerk
1. Mayoral Appointments and Resolution Appointing Representatives to League of California Cities positions. The Mayor appointed Council Members to various liaisons, committees, and commissions as set forth in Exhibit 1 attached to these minutes.
- A motion was made by Council Member Scheel, seconded by Council Member Mattina, and unanimously carried by voice vote to adopt a resolution appointing Council Member Scheel to represent and vote on behalf of the City at the League of California Cities, Redwood Empire Division, business meetings and Council Member Scheel to represent the City and vote at Division Legislative Committee meetings. Mayor Pro Tem Mattina will be Mayor Scheel's alternate on both committees.
- B. Community Development Director

1. Ordinance Introduction: Changes to the Zoning Ordinance  
Community Development Director Ingram presented the staff report introducing proposed changes to the Zoning Ordinance.  
A motion was made by Council Member Mattina, seconded by Council Member Scheel, and unanimously carried by voice vote to introduce the proposed Ordinance amending Chapter 17 of the Lakeport Municipal Code to improve transparency and streamline the processing of land use development permits, and set a public hearing for adoption of the ordinance on January 19, 2016.
2. Ordinance Introduction: Zoning Change:  
Community Development Director Ingram presented the staff report for the proposed Zone Change Ordinance  
A motion was made by Council Member Scheel, seconded by Council Member Turner, and unanimously carried by voice vote to introduce the Zone Change Ordinance for the Lakeport AutoZone project (ZC 14-01); and schedule a public hearing for a second reading of the Zone Change Ordinance and adoption of a Mitigated Negative Declaration based on the Environmental Review/Initial Study ER 15-02.
3. Downtown Improvement Project Contract Amendment No. 1:  
Community Development Director Ingram presented the staff report in support of Contract Amendment No. 1 to the Downtown Improvement Project Phase II contract.  
Ron Campos and Nancy Ruzicka expressed their concerns regarding the project's impact on local businesses.  
A motion was made by Council Member Mattina, seconded by Council Member Turner, and unanimously carried by voice vote to authorize the City Manager to sign the Contract Amendment No. 1 for the Downtown Improvement Project Phase II to include the proposed addition of supplemental design services consistent with the City Council's recommendations.

C. City Manager

1. Ordinance Introductions: City Clerk and Finance Director  
City Manager Silveira presented the staff report introducing amendments to the Ordinance regarding the City Clerk position, as well as introducing an Ordinance regarding the City Finance Director position.  
A motion was made by Council Member Scheel, seconded by Council Member Mattina, and unanimously carried by voice vote to:
  - a) Introduce the proposed ordinance adopting Section 2.14 of Title 2 of the Lakeport Municipal Code regarding the City Finance Director and set a public hearing for adoption of the ordinance on January 19, 2016.
  - b) Introduce the proposed ordinance amending Chapter 2.12 of Title 2 of the Lakeport Municipal Code regarding the City Clerk and set a public hearing for adoption of the ordinance on January 19, 2016.

D. Public Works Director

1. Bid Award  
Public Works Director Brannigan presented the staff report regarding the bids received for the replacement of the Fifth Street Restroom. He also presented He introduced some less expensive design options, not included in the staff report.  
A motion was made by Council Member Mattina, seconded by Council Member Turner, and unanimously carried by voice vote to authorize the City Manager to sign a purchase order for the replacement of the Fifth Street Restroom.

**VII. CITY COUNCIL COMMUNICATIONS:**

A. Miscellaneous Reports, if any:

Council Member Parlet had nothing to report.

Council Member Scheel stated there will be a tour of the Lake County Museum on Saturday. The Miss Lake County Pageant takes place Saturday, January 9, 2016. He also advised that the Lake County Medical Cannabis Seminar will be held Wednesday, January 13, from 2 to 6 p.m. at Rancho de la Fuente.

Council Member Mattina had nothing to report.

Council Member Turner thanked Public Works Director Brannigan for taking her on a tour of city facilities including the pool, the roads, the wastewater system and water system, stating she learned a lot.

Mayor Spillman met with Pastor Shannon and Chief Rasmussen regarding the Warming Center. Pastor Shannon had requested assistance with security. Mayor Spillman will be donating his time two shifts per month to the center. He wished everyone a happy New Year.

City Manager Silveira had nothing to report.

City Attorney Ruderman had nothing to report.

Community Development Director Ingram reported that notices have been sent out inviting public to a community meeting related to the Downtown Improvement project to be held in the Council Chambers January 21, 2016.

Chief Rasmussen had nothing to report.

Finance Director Buffalo had nothing to report.

Mayor Spillman adjourned the meeting at 7:27 p.m.

**VIII. ADJOURNMENT:**

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Marc Spillman, Mayor

ATTEST:

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Kelly Buendia, Acting City Clerk

# LAKEPORT CITY COUNCIL

EFFECTIVE JANUARY 6, 2015

## LIAISONS TO COMMISSIONS, BOARDS, COMMITTEES

### LIAISONS

	2015	2016
<b>Lakeport Fire Protection District</b>	Council Member Spillman Council Member Turner, Alt.	Mayor Spillman Council Member Turner, Alt.
<b>Lakeport Regional Chamber of Commerce</b>	Council Member Turner Mayor Scheel, Alt.	Council Member Turner Council Member Scheel, Alt.
<b>Lakeport Main Street Association</b>	Council Member Spillman	Mayor Spillman

### APPOINTMENTS

	2015	
<b>League of California Cities Redwood Empire Division Division Business Meeting Voting Delegate</b>	Mayor Scheel Mayor Pro Tem Mattina	Council Member Scheel Mayor Pro Tem Mattina
<b>League of California Cities Redwood Empire Division Legislative Committee Voting Delegate</b>	Mayor Scheel Mayor Pro Tem Mattina	Council Member Scheel Mayor Pro Tem Mattina
<b>Lake County/City Area Planning Council</b>	Mayor Scheel Mayor Pro Tem Mattina Council Member Spillman, Alt.	Council Member Scheel Mayor Pro Tem Mattina Mayor Spillman, Alt.
<b>County of Lake Solid Waste Management Task Force</b>	Mayor Scheel Council Member Turner	Council Member Scheel Council Member Turner
<b>SB 621 Indian Gaming Funds Committee</b>	Mayor Scheel Mayor Pro Tem Mattina, Alt.	Council Member Scheel Mayor Pro Tem Mattina, Alt.
<b>Local Agency Formation Commission</b>	Mayor Pro Tem Mattina Mayor Scheel, Alt.	Mayor Pro Tem Mattina (Choose City Alt. in 2018)
<b>Invasive Species Task Force Committee</b>	Council Member Parlet	Council Member Parlet
<b>Clean Water Program Committee</b>	Council Member Parlet	Council Member Parlet
<b>Investment Committee</b>	Council Member Spillman Council Member Parlet	Mayor Spillman Council Member Parlet
<b>Lakeport Unified School District Committee</b>	Mayor Pro Tem Mattina Council Member Turner	Mayor Pro Tem Mattina Council Member Turner
<b>Oversight Board of the Former Lakeport Redevelopment Agency</b>	Mayor Pro Tem Mattina Council Member Parlet, Alt.	Mayor Pro Tem Mattina Council Member Parlet, Alt.