

# 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 SUCCESSION AGENCY TO THE LAKEPORT REDEVELOPMENT AGENCY)

Tuesday, May 3, 2016

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

### CLOSED SESSION:

Mayor Spillman called the meeting to order at 5:07 P.M.

and adjourned to closed session at 5:07 P.M for the following items:

1. CONFERENCE WITH LABOR NEGOTIATOR (Gov. Code § 54957.6): Name of City Negotiator to Attend Closed Session: Council Members Mattina and Turner; Unrepresented Employee: City Manager.
2. CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Gov. Code § 54956.8): Property Address: Utility Easement concerning 818 Lakeport Blvd, Lakeport (APN 025-472-05); Agency Negotiator: Margaret Silveira, City Manager; Negotiating Parties: City of Lakeport and Matt Riveras; Under Negotiation: Price and Terms of Payment.

### REPORT OUT OF CLOSED SESSION:

Mayor Spillman advised that there was no reportable action from closed session.

### I. CALL TO ORDER & ROLL CALL:

Mayor Spillman called the regular meeting of the City Council of the City of Lakeport to order at 6:03 p.m. with Council Members Turner, Parlet, Mattina, and Scheel present.

Moment of Silence

Mayor Spillman asked for a moment of silence in honor of Deputy Jake Steely.

### II. PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Ginny Craven.

### III. ACCEPTANCE OF AGENDA:

City Manager Silveira requested the Council consider adding an urgency item, a proposed resolution authorizing approval of a Rural Business Development Grant application to the USDA in the amount of \$50,000.00 for the funding of a hotel feasibility study. The grant opportunity had been discovered only after the agenda had been posted and the grant deadline falls prior to the next regular Council meeting.

A motion was made by Council Member Turner, seconded by Council Member Mattina, and unanimously carried by voice vote, to add the urgency item as Item C. under Council Business.

A motion made by Council Member Scheel, seconded by Council Member Mattina, and unanimously carried by voice vote to accept the agenda as amended.

Urgency Items:

See Item III. above.

### IV. CONSENT AGENDA:

- A. Ordinances: Waive reading except by title, of any ordinances under consideration at this meeting for either introduction or passage per *Government Code* Section 36934.
- B. Minutes: Approve minutes of the regular City Council meeting of April 19, 2016.
- C. Warrants: Approve the warrant register of April 27, 2016.
- D. Application 2016-011: Approve Application No. 2016-011 with staff recommendations for the Lakeport Main Street Association's for the following events: Annual Lakeport Cleanup (May 14, 2016); July 4 Arts and Craft Fair (July 4, 2016); Trick or Treat Main Street (October 30, 2015); Taste of Lakeport (August 27, 2016); Shipwreck Days (October 15, 2016); Trick or Treat Main Street (October 31, 2016).
- E. Application 2016-012: Approve Application 2016-012 with staff recommendations for a Quagga Prevention Outreach Booth to be set up in Library Park during select events throughout the summer.
- F. Summer Concert Series: Approve the proposed MOU between the City and the Bicoastal NorCal Media to present the 2016, 2017, and 2018 Summer Concert series in Library Park.
- G. Annual Housing Report: Receive and file the Annual Report on Housing Division Activities and Annual Housing Element Progress Report for 2014 and 2015

- H. Annual Planning Report: Receive and file the Planning Department 2015 Year-end Report
- Vote on Consent Agenda: A motion was made by Council Member Parlet, seconded by Council Member Scheel, and unanimously carried by voice vote to approve the Consent Agenda Items A-H.

**V. PUBLIC PRESENTATIONS/REQUESTS:**

- A. Citizen Input: No citizen input
- B. Proclamation: Mayor Spillman presented a Proclamation designating May 15-21, 2016 Police Week in the City of Lakeport to Chief Rasmussen.
- C. Proclamation: Mayor Spillman presented a Proclamation designating the month of May, 2016 as Military Appreciation Month in the City of Lakeport to Sergeant Taylor Molitor of the United States Marine Corps.
- D. Proclamation: Mayor Spillman presented a Proclamation honoring Ginny Craven for her contributions to the community, and specifically her work with Tango Mike.  
Ms. Craven reminded the Council and attendees that Tango Mike is still shipping packages and still needs donations.
- E. Presentation: Presentation by Mike Adams of an update on the Soper Reese Theatre renovations.

**VI. PUBLIC HEARING**

- A. Traffic Safety Advisory Committee: Community Development Director Ingram presented the staff report regarding the proposed ordinance regarding the Traffic Safety Advisory Committee.  
Mayor Spillman opened the Public Hearing at: 6:41 p.m.  
Mayor Spillman closed the Public Hearing at 6:41 p.m.  
A motion was made by Council Member Turner, seconded by Council Member Scheel, and unanimously carried by voice vote to adopt a proposed Ordinance of the City Council of the City of Lakeport Amending Chapter 2.22 of Title 2 of the Lakeport Municipal Code Regarding the Traffic Safety Advisory Committee.

**VII. COUNCIL BUSINESS:**

- A. Community Development Director
1. Downtown Improvement Project  
Community Development Director Ingram gave a verbal update on the progress of the Downtown Improvement Project. Events to occur in the near future include:
    - a) Public community meeting so residents can meet project liaisons, and ask questions on 5/10/2016
    - b) Construction kickoff on 5/11/2016
    - c) Flyers with info will be distributed to businesses and residences prior to kickoff.
    - d) Main Street night time construction starts off after Memorial Day Weekend

City Attorney Ruderman advised that the community meeting will not be an agenda item and posted Council meeting and that no more than two Council members should attend.
- B. Acting Public Works Director
1. Bid Award: Acting Public Works Director Grider presented to staff report regarding the request for bids for the Bevins Street Pavement Rehabilitation Project.  
A motion was made by Council Member Scheel, seconded by Council Member Mattina, and unanimously carried by voice vote to authorize the City Manager to sign the construction contract award for the Bevins Street Pavement Rehabilitation Project to Granite Construction Company.
- C. City Manager
1. Rural Business Development City Manager Silveira reported that the grant opportunity for the funding of a

Grant application: hotel feasibility study was brought to her attention on Friday after speaking with a USDA representative, at the California Association of Economic Developers Conference.

Wilda Shock spoke in favor of the feasibility study.

A motion was made by Council Member Scheel, seconded by Council Member Mattina, and unanimously carried by voice vote to adopt a proposed resolution authorizing approval of a Rural Business Development Grant application to the USDA in the amount of \$50,000.00 for the funding of a hotel feasibility study for the City of Lakeport and authorize the City Manager to execute all necessary documents.

**VIII. CITY COUNCIL COMMUNICATIONS:**

**A. Miscellaneous Reports, if any:**

City Manager Silveira had nothing to report.

City Attorney Ruderman had nothing to report.

Acting Public Works Director Grider reported it is nice to be back.

Finance Director Buffalo had nothing to report.

Chief Rasmussen had nothing to report.

Community Development Director Ingram reported that the Lakefront Revitalization plan stakeholder meetings will be held next week.

Council Member Turner will attend two meetings being put on by the Bureau of Medical Marijuana Regulation on Friday.

Council Member Mattina wished everyone a happy summer.

Council Member Parlet received a letter from Ron Campos after the last meeting, and they will work together on marketing efforts. He complimented the new Fifth street restrooms. He also advised that Ken Saderlund has complained about the lack of response from city staff.

Council Member Scheel will be attending APC next week; there will be a field trip to look at the location for the new roundabout proposed for Highways 20 and 53. He will also be attending the Transit Hub meeting in Clearlake. He will be attending the Mother's Day Symphony, as he is new announcer for the Soper Reese theatre. Janel Chapman's memorial will be May 14, 2016. He also thanked Chief Rasmussen and Lieutenant Ferguson for coordinating parking and the traffic plan for the Steely memorial.

Mayor Spillman thanked the Lakeport Police Department for all their efforts for the memorial, and organizing the Lions club to provide water to attendees. He also advised that Ron Campos is happy about the renovations planned downtown but has concerns about traffic and business revenue.

**IX. ADJOURNMENT:**

Mayor Spillman adjourned the meeting at 7:09 p.m.

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Marc Spillman, Mayor

Attest:

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Hilary Britton, Deputy City Clerk