



# MINUTES

## REGULAR MEETING OF THE LAKEPORT CITY COUNCIL

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

Tuesday, November 1, 2022, 6:00 p.m.

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

*\*All references to "City Council" include those other agencies which are listed above*

*The City Council may discuss and/or take action on any or all of the items listed on the agenda irrespective of how the agenda items are described. The council may establish and make appointments to a Council committee (made up of two Councilmembers) with respect to any item appearing on this agenda.*

- I. **CALL TO ORDER & ROLL CALL:** Mayor Mattina called the meeting to order at 6:00 p.m., with Council Members Froio, Parlet, Spurr, and Mayor Mattina present.
  
- II. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was led by Jim Kennedy.
  
- III. **ACCEPTANCE OF AGENDA/ URGENCY ITEMS:** City Manager Ingram requested that item VII.A.2 be removed from the agenda to return at a future meeting.  
  
A motion was made by Council Member Spurr, seconded by Council Member Froio, and unanimously carried by voice vote 4-0-0-0, to accept agenda with the removal of item VII.A.2.
  
- IV. **CONSENT AGENDA:** *The following Consent Agenda items are expected to be routine and noncontroversial. They will be acted upon by the Council at one time without any discussion. Any Council Member may request that any item be removed from the Consent Agenda for discussion under the regular Agenda. Removed items will be considered following the Consent Calendar portion of this agenda.*
  - A. Ordinances: Waive reading except by title, of any ordinances under consideration at this meeting for either introduction or passage per *Government Code* Section 36934.
  - B. Minutes: Approve minutes of the City Council regular meeting of October 18, 2022, and the special meeting of October 27, 2022.
  - C. Measure Z Advisory Committee (MZAC): Approve the minutes of the MZAC meeting of October 19, 2022.

**Vote on Consent Agenda:** A motion was made by Council Member Parlet, seconded by Council Member Froio, and unanimously carried by voice vote 4-0-0-0, to approve the consent agenda.
  
- V. **PUBLIC PRESENTATIONS/REQUESTS:**
  - A. Public Input: Jim Seare asked about the replacement of Michael Green on the City Council.  
  
Laurel McCarthy from Studio 127 asked questions regarding the outdoor dining requesting either a meeting or that the questions be addressed at an upcoming meeting.  
  
Brooks and Jennifer Thorup requested a no outlet sign on Charlie Jolin Way and extra enforcement to keep the fire hydrants clear and accessible.
  - B. Introduction of New Employees: Public Works Superintendent Ladd introduced new Public Works volunteer Ken Kelsen who has been operating the street sweeper.

**VI. PUBLIC HEARINGS****A. Building Code Adoption:**

The staff report was presented by Community Development Director Byers and Chief Building Official Moss.

Mayor Mattina opened the public hearing at 6:19 p.m. With no input from the public, Mayor Mattina closed the public hearing at 6:19 p.m.

A motion was made by Council Member Froio, seconded by Council Member Parlet, and unanimously carried by voice vote 4-0-0-0, to introduce the draft Ordinance modifying Section 15.04.010 of the Lakeport Municipal Code and set a second reading for November 15, 2022.

**VII. COUNCIL BUSINESS:****A. Community Development Director****1. Code Enforcement Policies and Procedures:**

Chief Building Official Moss provided a presentation regarding the City's code enforcement program, including an overview of violation resolution processes, International Property Maintenance Code, and a summary of active cases.

Laurel McCarthy with Studio 127 asked a question about prioritization of code enforcement cases.

Don Baze commented on code enforcement processes in Lakeport and in Clearlake. Kim Walter asked a question about cases that are in the que and what information can be released to the complainant.

**2. Clean Water Program Presentation:**

*Item removed for future consideration.*

**B. City Manager****1. Contract Renewal:**

The staff report was introduced by City Manager Ingram. Austin Farmer of Retail Coach provided an update on activities to attract and retain retailers.

Ken Kelsen recommended a business to recruit.

Don Baze spoke in support of the activities and in favor of development of single-family housing.

A motion was made by Council Member Parlet, seconded by Council Member Froio, and unanimously carried by voice vote 4-0-0-0, to authorize the City Manager to execute the second extension in the form of an amendment to the Professional Services Agreement with The Retail Coach for retail strategies.

**2. Police Recruitments:**

The staff report was presented by City Manager Ingram, Chief Rasmussen, Administrative Services Director Buendia and Assistant City Manager Walker.

Don Baze commented and suggested the Homestead program.

Sergeant Welter stated that the Lakeport POA is in support of these efforts.

Councilmember Froio departed the meeting early due to illness.

The City Council provided direction to the City Manager regarding implementation of a recruitment & retention incentive program to attract and retain highly qualified personnel for hard-to-fill positions within the police ranks.

VIII. CITY COUNCIL COMMUNICATIONS:

A. Travel, Calendar, and  
Miscellaneous Reports, if any:

City Attorney Ruderman had no report.

City Manager Ingram congratulated former Council Member Green on his appointment to the Board of Supervisors.

Community Development Director Byers had no report.

Police Chief Rasmussen had no report.

Public Works Superintendent Ladd had no report.

Administrative Services Director Buendia had no report.

Assistant City Manager Walker had no report.

Utilities Superintendent Harris had no report.

Lt. Stoebe had no report.

Council Member Froio left early.

Council Member Spurr enjoyed celebrating Halloween with preschoolers that his wife was substitute teaching for.

Council Member Parlet commented on vaccine mandates for children.

Mayor Mattina had no report.

IX. CLOSED SESSION

Mayor Mattina adjourned the meeting to Closed Session at 8:00 p.m. to consider the following:

1. Public Employee Performance Evaluation (Gov. Code § 54957)  
Title: City Manager

Report out of Closed Session:

There was no reportable action from Closed Session.

X. ADJOURNMENT:

Mayor Mattina adjourned the meeting at 8:10 p.m.

  
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 Stacey Mattina, Mayor

Attest:

  
 Kelly Buendia, City Clerk

