



AGENDA

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, February 6, 2024 6:00 p.m.

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

See Teleconferencing Instructions Below

If you cannot attend in person, and would like to speak on an agenda item, you can access the **Zoom meeting remotely:**

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join. <https://zoom.us/j/97368201787?pwd=a2NvVnN6MEFjQ2Exc2pTZkpIdU1sQT09>

Passcode: 477973

Or join by phone:

Dial (for higher quality, dial a number based on your current location):

US: +1 669 900 9128 or +1 346 248 7799 or +1 253 215 8782 or +1 646 558 8656 or +1 301 715 8592 or +1 312 626 6799

Webinar ID: 973 6820 1787

Passcode: 477973

International numbers available: <https://zoom.us/u/abNyiaqY1I>

The City wants you to know that you can also submit your comments by email to virtualhost@cityoflakeport.com.

To give the City Clerk adequate time to print out your comments for consideration at the meeting, please submit your written comments prior to **3:30 p.m. on Tuesday, February 6, 2024.**

Please indicate in the email Subject Line "FOR PUBLIC COMMENT" and list the item number you wish to comment on.

Comments that you want read to the Council will be subject to the three minute time limitation (approximately 350 words).

Written comments that are only to be provided to Council and not read at the meeting will be distributed to the Council prior to the meeting.



AGENDA
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, February 6, 2024, 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:

6:00 p.m.
- II.

PLEDGE OF ALLEGIANCE:
- III.

ACCEPTANCE OF AGENDA/ URGENCY ITEMS:

Move to accept agenda as posted or move to add or delete items.

To add item, Council is required to make a majority decision that an urgency exists (as defined in the Brown Act) and a 2/3rds determination that the need to take action arose subsequent to the agenda being posted.
- 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 January 16, 2024 and the special meeting of January 29, 2024.

C.

Application 2024-003:

Approve application 2024-003, with staff recommendations, for the 2024 Shakespeare at the Lake event.

D.

Application 2024-004:

Approve application 2024-004, with staff recommendations, for the 2024 Children’s Festival event.

E.

Application 2024-005:

Approve application 2024-005, with staff recommendations, for the Home Winemakers event.

F.

Application 2024-006:

Approve application 2024-006, with staff recommendations, for the 2024 Cinco de Mayo event.

G.

Application 2024-007:

Approve application 2024-007, with staff recommendations, for the 2024 Mental Health Matters event.

H.

Notice of Completion:

Adopt the resolution accepting construction of the Storm Drain Slip Line Project, Bid 22-09 by Miskis Services Inc. and authorize the City Manager to execute and file the Notice of Completion with the Lake County Clerk.

I.

Notice of Completion:

Adopt the resolution accepting installation of the Lakefront Park Fence Project by Humboldt Fence Company and authorize the City Manager to execute and file the Notice of Completion with the Lake County Clerk.

J.

Measure Z Advisory Committee (MZAC):

Receive and file the draft minutes of the January 17, 2024, meeting of the Measure Z Advisory Committee (MZAC).
- V.

PUBLIC PRESENTATIONS/REQUESTS:

- A. Public Input:

Any person may speak for 3 minutes about any subject within the authority of the City Council, provided that the subject is not already on tonight’s agenda. Per Government Code §54954.3(a), the City Council cannot take action or express a consensus of approval or disapproval on any public comments regarding matters which do not appear on the printed agenda.

VI. PUBLIC HEARINGS:

- A. Design Immunity Ordinance:

Introduce an Ordinance of the City Council of the City of Lakeport amending Section 2.10.110 of Chapter 2.10 of Title 2 of the Lakeport Municipal Code to authorize City Manager to sign written contracts and conveyances and have design approval authority.

VII. COUNCIL BUSINESS:

City Manager

- A. 1. LFPD Ambulance Donation:

Authorize the legal transfer of the surplus ambulance vehicle title to the Lakeport Fire Protection District.
- B. Assistant City Manager

1. ACFR:

Accept the ACFR and Single Audit for the fiscal year ended June 30, 2023.
- C. Community Development Director

1. HOME Grant and Program Income:

Approve the proposed resolution authorizing the submittal of an application to the California State Department of Housing and Community Development for funding under the HOME Investment Partnership Program and authorizing the City Manager to sign.

VIII. CITY COUNCIL COMMUNICATIONS:

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

IX. ADJOURNMENT:

Materials related to an item on this Agenda submitted to the Council after distribution of the agenda packet are available for public inspection in the City Clerk’s Office at 225 Park Street, Lakeport, California, during normal business hours. Such documents are also available on the City of Lakeport’s website, www.cityoflakeport.com, subject to staff’s ability to post the documents before the meeting.

The City of Lakeport, in complying with the *Americans with Disabilities Act (ADA)*, requests individuals who require special accommodations to access, attend and/or participate in the City meeting due to disability, to please contact the City Clerk’s Office, (707) 263-5615, 72 hours prior to the scheduled meeting to ensure reasonable accommodations are provided.

Hilary Britton, Deputy City Clerk



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, January 16, 2024, 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 Froio called the meeting to order at 6:03 p.m. with Council Members Costa, Disney, Mattina, Parlet and Mayor Froio present.
- II.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by City Manager Ingram.
- III.

ACCEPTANCE OF AGENDA/ URGENCY ITEMS:

A motion was made by Council Member Mattina, seconded by Council Member Parlet, and unanimously carried by voice vote 5-0-0-0 to accept agenda as posted.
- 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 December 19, 2023.

C.

Application SCC2023-002:

Approve application SCC2023-002, with staff recommendations, for the street closure at 5th and Main for the Rotary Crab Feed.

D.

Application G2024-003:

Approve application G2024-003, with staff recommendations, for the reserved parking spaces on Park and Third Streets for the Clearlake Environmental Research Center (CLERC) Hometown Wildfire Safety Collaboration.

E.

The Successor Agency of the Lakeport Redevelopment Agency Recognized Obligation Payment Schedule (ROPS) 24-25:

Adopt a resolution approving ROPS 24-25 for the period of July 1, 2024 through June 30, 2025 for presentation and adoption by the Lake County Redevelopment Oversight Board.

Vote on Consent Agenda:

A motion was made by Council Member Disney, seconded by Council Member Mattina, and unanimously carried by voice vote 5-0-0-0 to approve the Consent Agenda, items A-E.
- V.

PUBLIC PRESENTATIONS/REQUESTS:

A.

Public Input:

There was no input offered by the public.

B.

Proclamation:

Mayor Froio presented a proclamation designating January 2024 as Human Trafficking Awareness Month in the City of Lakeport to representatives from Lake Family Resource Center.

VI.

COUNCIL BUSINESS:

City Manager

A.

1.

Draft Clear Lake Integrated Preparedness

The presentation was given by Angela DePalma-Dow of the Lake County Water Resources Department, Lisa De Bruyckere Creative Resource Strategies, LLC and Leah

and Resilience Plan for
Dreissenid Mussel
Management:

Elwell, Conservation Collaborations, LLC on the Clear Lake Integrated Preparedness and Resilience Plan for Dreissenid Mussel Management: A Rapid Response and Transition to Containment Plan.

B. Police Chief

1. Contract Extension -
Automated License Plate
Reader (ALPR) Cameras:

The staff report was presented by Police Chief Rasmussen.

Don Baze spoke in favor of the ALPR cameras.

Todd Freitas, President of Lakeport Police Officer Association, stated that the readers have been a valuable tool for catching dangerous criminals.

A motion was made by Council Member Disney, seconded by Council Member Parlet, and unanimously carried by voice vote 5-0-0-0 to authorize the 5-year agreement and direct the City Manager to sign the contract.

C. Community Development Director

1. Retail Storefront
Cannabis Businesses /
Temporary Cannabis
Events Discussion:

The staff report was presented by Community Development Director Hejnowicz.

Don Baze spoke against cannabis sales.

Chris Applet spoke against cannabis sales in Lakeport and against the temporary event at the Fairgrounds.

Todd Freitas, President of the Lakeport Police Officer's Association, did not comment on the retail sales. He did speak against the temporary event, particularly the proposed event at the Fairgrounds.

Laurie from the Green Heron, would like consideration of a limited number or spacing of any approved retail facilities.

After discussion the Council provided direction not to pursue an ordinance on temporary cannabis events. After discussion, the Council consensus was to explore retail storefront cannabis businesses.

D. Assistant City Manager

1. 1st Quarter Financial
Statements:

The staff report was presented by Assistant City Manager Walker to review and file the First Quarter Financial update.

E. Administrative Services Director

1. Contract and Budget
Adjustment:

The staff report was presented by Administrative Services Director Buendia.

Todd Freitas, President of the Lakeport Police Officer's Association, spoke in favor of the contract and selection.

A motion was made by Council Member Costa, seconded by Council Member Disney, and unanimously carried by voice vote 5-0-0-0 to authorize the City Manager to execute an agreement with Bob Hall and Associates for the executive recruitment of a new Chief of Police and approve a budget amendment in the amount of \$27,000 for the expenditure.

2. Council Liaison
Appointments:

The staff report was presented by Administrative Services Director/City Clerk Buendia.

- 1. Mayor Froio appointed Council Members as liaisons to various Boards, Committees, and Commissions with the list of appointments attached to these Minutes; and
- 2. A motion was made by Council Member Parlet, seconded by Council Member Mattina, and unanimously carried by voice vote 5-0-0-0, to adopt a resolution appointing Mayor Froio and Mayor Pro Tem Costa as the alternate, to represent and vote on behalf of the City at the League of California Cities, Redwood Empire Division Business meetings; and Mayor Froio and Mayor Pro Tem Costa as the alternate; to represent the City and vote at Division Legislative Committee meetings.

VII. CITY COUNCIL COMMUNICATIONS:

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

Community Development Director Hejnowicz had no report.

City Attorney Ruderman advised that he will not be at the next meeting, but there will be a substitute.

City Manager Ingram advised the Council of a special meeting to be held on 01/29/2024 at 6:00 p.m.

Police Chief Rasmussen reported on the progress of the Community Discussion on the Opioid Crisis presentations at the local schools and advised that a community wide discussion will be held tomorrow night at the Soper-Reese Theatre.

Public Works Director Ladd was absent.

Administrative Services Director Buendia had no report.

Assistant City Manager Walker had no report.

Utilities Superintendent Harris had no report.

Council Member Parlet had no report.

Council Member Costa had no report.

Council Member Disney reported that the Fire Protection District had a public hearing on the Fire Mitigation fees, and the item will be coming before Council in the future.

Council Member Mattina had no report.

Mayor Froio has been receiving positive feedback on Xabatin Park, and he thanked Council Member Mattina for her efforts in obtaining the Christmas Tree in the Park.

VIII. ADJOURNMENT:

Mayor Froio adjourned the meeting at 9:00 p.m.

Attest:

Michael Froio, Mayor

Kelly Buendia, City Clerk

LAKEPORT CITY COUNCIL
EFFECTIVE JANUARY 16, 2024
LIAISONS TO COMMISSIONS, BOARDS, COMMITTEES

LIAISONS

2023

2024

Lakeport Fire Protection District	Council Member Disney Council Member Parlet	Council Member Disney Council Member Parlet
Lake County Chamber of Commerce	Council Member Parlet Mayor Mattina, Alt.	Council Member Parlet Council Member Mattina, Alt.
Lakeport Main Street Association	Mayor Pro Tem Froio	Council Member Disney

APPOINTMENTS

2023

2024

League of California Cities Redwood Empire Division Division Business Meeting Voting Delegate	Mayor Mattina Mayor Pro Tem Froio	Mayor Froio Mayor Pro Tem Costa, Alt.
League of California Cities Redwood Empire Division Legislative Committee Voting Delegate	Mayor Mattina Mayor Pro Tem Froio	Mayor Froio Mayor Pro Tem Costa, Alt.
Lake County/City Area Planning Council	Mayor Mattina Council Member Parlet Council Member Costa, Alt.	Council Member Mattina Council Member Parlet Mayor Pro Tem Costa, Alt.
Right of Way Ordinance Advisory Ad-Hoc Committee	Mayor Pro Tem Froio Council Member Disney	Mayor Froio Council Member Disney
PEG Board	Council Member Froio	Council Member Froio
Vector Control District Board	George Spurr Council Member Disney, Alt.	George Spurr Council Member Disney, Alt.
County of Lake Solid Waste Management Task Force	Mayor Pro Tem Froio Council Member Parlet	Mayor Froio Council Member Parlet
SB 621 Indian Gaming Funds Committee	Council Member Parlet Mayor Mattina	Council Member Parlet Council Member Mattina
Local Agency Formation Commission & LAFCO Alternate^ ^Rotates to City of Lakeport in 2026 & 2027	Mayor Mattina Council Member Parlet^	Council Member Mattina Council Member Parlet, Alt.
Invasive Species Task Force Committee	Council Member Disney	Council Member Disney
Clean Water Program Committee	Council Member Costa Council Member Disney, Alt.	Council Member Disney Mayor Pro Tem Costa, Alt.
Lakeport Unified School District Committee	Mayor Mattina Council Member Costa	Council Member Mattina Mayor Pro Tem Costa
Abandoned Vehicle Service Authority	Mayor Pro Tem Froio Council Member Parlet	Mayor Froio Council Member Parlet

Risk Reduction Authority	Council Member Costa	Mayor Pro Tem Costa Kevin Ingram, City Manager, Alt
Lakeport Solid Waste Committee	Mayor Pro Tem Froio Council Member Parlet	Mayor Froio Council Member Parlet
Lake County Recreational Agency, JPA (LCRA)	Mayor Mattina Council Member Disney	Mayor Froio Council Member Disney
Tribal Consultation Committee (New Committee)		Mayor Froio Mayor Pro Tem Costa



MINUTES

NOTICE AND CALL OF SPECIAL MEETING OF THE LAKEPORT CITY COUNCIL

Monday, January 29, 2024

6:00 p.m.

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

1. Roll Call & Call to Order:

Mayor Froio called the meeting to order at 6:02 p.m., with Council Members Costa, Disney, Mattina, and Mayor Froio present, with Councilmember Parlet absent.

2. HSIP Sign Repair and Replacement Project:

The staff report was presented by Public Works Director Ladd.

A motion was made by Council Member Mattina, seconded by Council Member Disney, and unanimously carried by voice vote 4-0-0-1, to approve supplemental agreement #1 and contract change order #3 with Square Signs LLC dba Front Signs for the HSIP Sign Repair and Replacement Project and authorize the City Manager to execute the supplemental agreement and change order for the amount of \$46,514.00.

3. Contract Award: Green/Sayre/Loch Rehabilitation Project:

The staff report was presented by Public Works Director Ladd. City Attorney Ruderman also responded to questions from the City Council.

Justin Bochmann of the Foundation for Fair Contracting California (FFC), spoke about the bid advisory that they submitted and were opposed to awarding the contract to Wylatti Resource Management.

Michelle Pickens of the Construction Industry Force Account Council (CIFAC) reviewed the points of a letter outlining their concerns asserting that Wylatti is not a responsible bidder.

Matt Hilliard of NorCal Construction Industry Compliance (NCIC) encouraged the city to perform an investigation to determine whether Wylatti is a responsible and responsive bidder.

Selby Ford from Wylatti responded to the opposition's concerns, stating that all prior fines have been paid and that there is one ongoing investigation.

Brian Hurt, President of Wylatti, stated that there have been mistakes with a large loss of staff and that they have corrected and learned from mistakes.

A motion was made by Council Member Disney, seconded by Council Member Mattina, and unanimously carried by voice vote 4-0-0-1, to approve the plans, specifications and working details and award a construction contract to Wylatti Resource Management, Inc. for the GSL Pavement Rehabilitation Project and authorize the City Manager to execute the construction contract for the bid amount of \$444,113.35.

Adjournment:

Mayor Froio adjourned the meeting at 6:47 p.m.

Michael Froio, Mayor

Attest:

Kelly Buendia, City Clerk



CITY OF LAKEPORT

225 Park Street
Lakeport, CA 95453

Please Note:
Bounce Houses and Waterslides are prohibited

Phone: (707) 263-5615, Ext. 102
Fax: (707) 263-8584

APPLICATION FOR USE OF PUBLIC AREAS

Please note: City Council meetings are held the **FIRST** and **THIRD TUESDAY** of the month. Application forms require City Council approval and must be completed and submitted to the City Clerk at **least one month** prior to the Council meeting at which they will be considered.

This section to be completed by City:

Application Received (Date):	Application No. 2024-003
<input type="checkbox"/> \$15.00 Application Fee Paid	For Council Meeting of (Date): 02/06/2024

This section to be completed by Applicant (please answer all questions with as much detail as possible):

Applicant Name: Carrie Eve - Laubach		Organization Name: Lake County Theatre Company	
Address: Po Box 2 Middletown, CA 95461		Address: Po Box 806 Lakeport, CA 95453	
Home Phone:	Work Phone:	Mobile Phone: 707-295-7425	
Email Address: carrieanneva@gmail.com		Website/Facebook Page: lake-theatre.org	
Other Contact: John Tomlinson		Phone for Other Contact: 707-355-2211	
Organization is: <input checked="" type="checkbox"/> Nonprofit Organization <input type="checkbox"/> For Profit Organization			

Name of Event: Shakespeare At The Lake - The Tempest		
Description of Event: a group of actors will perform Shakespeare's Tempest, a set will be set overlooking the lake and stage lights will light the stage. Vendors will serve food and an audience will watch on the grass.		
Public Area of Use: <input type="checkbox"/> Main Street <input checked="" type="checkbox"/> Library Park <input type="checkbox"/> Silveira Community Center Parking Lot <input type="checkbox"/> Xabatin Community Park		
Specific Location of Event (Map Must be Attached): between the gazebo and the benches		
Does this use involve public right of way, streets, or sidewalk? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please indicate specific location:		
If requesting closure of streets, sidewalk, etc., please describe notification procedure for affected businesses and/or residences:		
Date(s) of Event: Tuesday July 23rd 2024 Set up Sat July 27th & Sun July 28th	Total Number of Days: 6	Set Up Time: Tuesday July 8:00am Time of Event: Sat 2pm & Sun 12pm Tear Down Time: Mon Noonish

Specify anticipated number of people (both participants and the public): **200 - 300**

Will any vendors be present? Yes ☒ No ☐ Will any food booths be present? Yes ☒ No ☐

Requirements: <input checked="" type="checkbox"/> Electricity (cannot be guaranteed by City) <input type="checkbox"/> Barricades <input type="checkbox"/> Street/Sidewalk Closures <input checked="" type="checkbox"/> No irrigation in park prior to event <input checked="" type="checkbox"/> Other (please specify): no irrigation when set and lights are present Coordination of these requirements must be made through the Public Works Department: (707) 263-0751	Specific City Staff Needs: <input type="checkbox"/> Police <input type="checkbox"/> Public Works <input type="checkbox"/> Parks <input type="checkbox"/> Other (please specify): The City reserves the right to bill applicant for related City costs.
--	--

INSURANCE CERTIFICATE REQUIRED
Note: The insurance certificate provided to the City by your organization's insurance company must name the City of Lakeport as an additional insured for the event specified in this application and must include a copy of any endorsements, including Waiver of Subrogation. The insurance provided to the City as an additional insured shall be primary to, and non-contributory with any insurance or self-insurance program maintained by the City. The minimum coverage amount required is \$2,000,000. The certificate and endorsements must also be in a form acceptable to risk management and available for review 15 working days prior to the scheduled event.

USE OF ALCOHOL: Is a permit for alcoholic beverages requested? ☒ Yes ☐ No

If you have checked yes, you must obtain a signed permit from the Lakeport Police Department and attach it to this application. This will allow for consumption of alcoholic beverages in connection with the event but will NOT allow for the SALE of alcoholic beverages. If alcoholic beverages are going to be sold or included with the price of any ticket or admission to the event, then the applicant is required to obtain a one-day license from the California Department of Alcoholic Beverage Control. This one-day permit would be required in addition to a permit by the Lakeport Police Department.

HOLD HARMLESS AGREEMENT

In consideration of allowing the event(s) specified in this application, and to the fullest extent permitted by law, I/we agree to indemnify and hold harmless the City of Lakeport and its agents and "employees" from and against any injury, damage, claims, actions or suits arising out of the herein described Event, including those caused by negligence of the parties being indemnified and/or any dangerous condition of property of the parties being indemnified, and further agrees to defend and indemnify the City of Lakeport from and against any injury, damage, claims, actions or suits arising out of or connected with the foregoing event(s).

COVID-19 WAIVER

I, the undersigned, acknowledge the contagious nature of COVID-19 and voluntarily assume the risk that myself and others attending my event may be exposed to or infected by COVID-19. I agree to having all attendees follow CDC and Lake County Department of Public Health recommendations for enhanced health and safety measures related to COVID-19 and follow all posted instructions while using City facilities; including requirements for social distancing, wearing of face coverings, participant grouping, types of activities allowed, and potential limits on event size.

Garnet Eve-Sawbach
Signature of Applicant
Responsible Official of Applicant Organization

Dated: 1/15/2024

STAFF RESPONSE

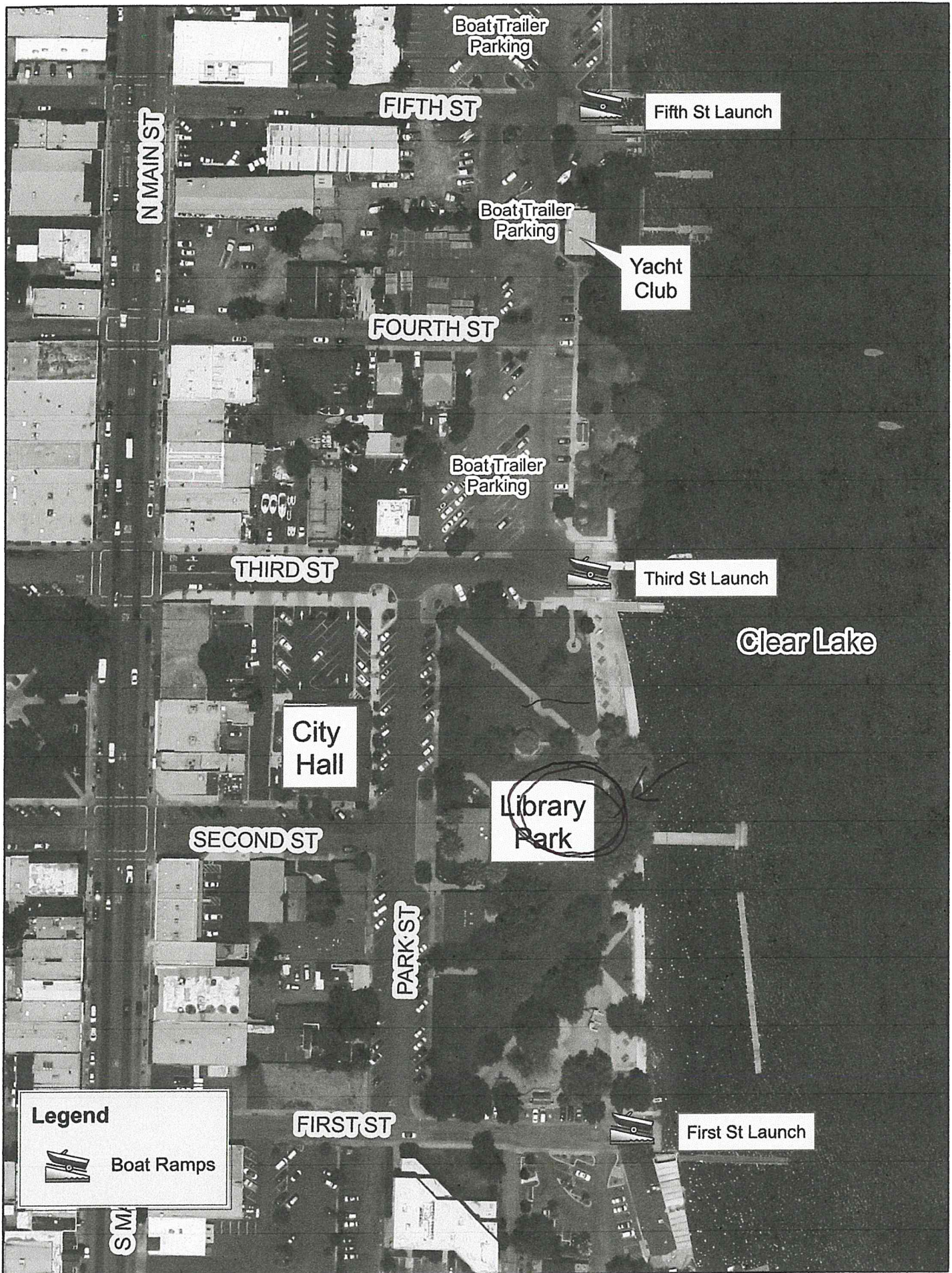
This section to be completed by City and Other Affected Agencies:

Staff Name:		Department:	
<input type="checkbox"/> No Fiscal Impact	<input type="checkbox"/> Fiscal Impact (Describe/Include Estimated Costs)	<input type="checkbox"/> Police <input type="checkbox"/> Public Works <input type="checkbox"/> Parks	<input type="checkbox"/> Other (please specify):
The following will be Required:			
<input type="checkbox"/> Business License <input type="checkbox"/> ABC License		<input type="checkbox"/> Health Department Permit <input type="checkbox"/> Other (Specify):	
Staff Comments:			

This section to be completed by City Clerk following Council meeting:

Considered at Council Meeting (Date):	<input type="checkbox"/> Application Approved <input type="checkbox"/> Application Denied <input type="checkbox"/> Application Approved With Conditions (See Below)
Conditions of Approval:	

☐ Attachments (specify):



RE: Application 2024-003 - Mendocino College - Shakespeare at the Lake

Bethany Moss <bmosse@cityoflakeport.com>

Mon 1/22/2024 9:32 AM

To: Hilary Britton <hbritton@cityoflakeport.com>

Good morning Hilary,

Did the applicant submit a site plan other than circling Library Park on the map? I would like more information as to a specific site plan of the event. I know they've done this event for years, but I definitely need detail, please. Placement of vendors, generators, stage height, lighting, placement of fire extinguishers, etc. Just the usual!

Thank you! I hope you had a wonderful weekend 😊



Bethany Moss Childers, CBO

Chief Building Official, City of Lakeport

225 Park Street Lakeport, Ca 95453

P: 707-263-5615 x202 F: 707-263-8584

Online Building Permit Portal: lakeportca.portal.opengov.com

From: Hilary Britton <hbritton@cityoflakeport.com>

Sent: Wednesday, January 17, 2024 7:43 AM

To: Amanda Frazell <Dean.Eichelmann@lakecountycalifornia.gov>; Gary McFarland <gdm@paratransit.net>; Johnnie Lindsey <jjl@paratransit.net>; Lisa Davey-Bates <ldaveybates@dbcteam.net>; Lori Price <lorip@co.lake.ca.us>; Pheakdey Preciado <pheakdey.preciado@lakecountycalifornia.gov>; Ron Ladd <rladd@cityoflakeport.com>; Sheriff's Dept <records@lakecountycalifornia.gov>; Bethany Moss <bmosse@cityoflakeport.com>; Dale Stoebe <dstoebe@lakeportpolice.org>; Katie Carpenter <Katie.Carpenter@lakecountycalifornia.gov>; Kelly Buendia <kbuendia@cityoflakeport.com>; lakeportfire@lakeportfire.com; Patrick Reitz <preitz@lakeportfire.com>; Victor Fernandez <vfernandez@cityoflakeport.com>; Jim Kennedy <jkennedy@cityoflakeport.com>; Linda Sobieraj <lsobieraj@cityoflakeport.com>; Michelle Humphrey <mhumphrey@cityoflakeport.com>; Matt Hartzog <mhartzog@cityoflakeport.com>

Subject: Application 2024-003 - Mendocino College - Shakespeare at the Lake

Hi all,

Please find attached application 2024-003 for the Shakespeare at the Lake event for your review and comments.

We would like to submit this for City Council approval at the 02/06/2024 Council meeting, so please have your comments back to me by 01/26/2024.

Thank you for your input!

Hilary Britton

Deputy City Clerk/Records Supervisor

City of Lakeport

225 Park Street

Lakeport, CA 95453

(707) 263-5615 x102

hbritton@cityoflakeport.com

E-mail correspondence and attachments with the City of Lakeport may be subject to the California Public Records Act, and as such may therefore be subject to public disclosure unless otherwise exempt under the Act.

*For Public Records Act requests, please visit our [online public records request system](#)



RE: Shakespeare at the Lake dates and paperwork

carrieanneve <carrieanneve@gmail.com>

Mon 1/29/2024 9:18 AM

To: Bethany Moss <bmos@cityoflakeport.com>; Hilary Britton <hbritton@cityoflakeport.com>; John Tomlinson <jtomlinson@mendocino.edu>

Hi

Thank you for the update. I will get that in very soon.

If there is anything else that you need for Shakespeare please let me know.

Carrie Eve-Laubach

Sent via the Samsung Galaxy S10e, an AT&T 5G Evolution capable smartphone

----- Original message -----


From: Bethany Moss <bmos@cityoflakeport.com>

Date: 1/25/24 4:12 PM (GMT-08:00)

To: Hilary Britton <hbritton@cityoflakeport.com>, carrieanneve <carrieanneve@gmail.com>, John Tomlinson <jtomlinson@mendocino.edu>

Subject: RE: Shakespeare at the Lake dates and paperwork

Thank you, Hilary. I look forward to reviewing the details.

A picture containing shape
Description automatically generated
Bethany Moss Childers, CBO
Chief Building Official, City of Lakeport
225 Park Street Lakeport, Ca 95453
P: 707-263-5615 x202 F: 707-263-8584

Online Building Permit Portal: lakeportca.portal.opengov.com

From: Hilary Britton <hbritton@cityoflakeport.com>
Sent: Thursday, January 25, 2024 12:22 PM
To: carrieanneve <carrieanneve@gmail.com>; John Tomlinson <jtomlinson@mendocino.edu>
Cc: Bethany Moss <bmosse@cityoflakeport.com>
Subject: Re: Shakespeare at the Lake dates and paperwork

Hi Carrie,

While reviewing the application for the Shakespeare at the Lake event, our Chief Building Officer has requested additional details including:

- Site Plan - (I have attached a map for you to indicate where the production will set up.)
- Placement of vendors, lighting, generators, fire extinguishers, etc.
- stage height

Please let me know if there is anything I can do to assist.

Hilary Britton

Deputy City Clerk/Records Supervisor

City of Lakeport

225 Park Street

Lakeport, CA 95453

(707) 263-5615 x102

hbritton@cityoflakeport.com

E-mail correspondence and attachments with the City of Lakeport may be subject to the California Public Records Act, and as such may therefore be subject to public disclosure unless otherwise exempt under the Act.

**For Public Records Act requests, please visit our [online public records request system](#)*



From: Hilary Britton <hbritton@cityoflakeport.com>

Sent: Wednesday, January 17, 2024 7:17 AM

To: carrieanneve <carrieanneve@gmail.com>; John Tomlinson <jtomlinson@mendocino.edu>

Cc: Ron Ladd <rladd@cityoflakeport.com>; Jim Kennedy <jkennedy@cityoflakeport.com>; Kelly Buendia <kbuendia@cityoflakeport.com>

Subject: Re: Shakespeare at the Lake dates and paperwork

Hi Carrie,

Thank you for sending the application. We will submit this for Council approval at the 02/06/2024 meeting. Once approved, I will email you with the conditions of approval (insurance, alcohol sales permit application, etc.)

You can mail a check to my attention at the address below.

Please let me know if there is anything I can do to assist.

Hilary Britton

Deputy City Clerk/Records Supervisor

City of Lakeport

225 Park Street

Lakeport, CA 95453

(707) 263-5615 x102

hbritton@cityoflakeport.com

E-mail correspondence and attachments with the City of Lakeport may be subject to the California Public Records Act, and as such may therefore be subject to public disclosure unless otherwise exempt under the Act.

*For Public Records Act requests, please visit our [online public records request system](#)



From: carrieanneve <carrieanneve@gmail.com>

Sent: Tuesday, January 16, 2024 9:32 AM

To: Hilary Britton <hbritton@cityoflakeport.com>; John Tomlinson <jtomlinson@mendocino.edu>

Subject: Re: Shakespeare at the Lake dates and paperwork

Hi Hilary

Here is the Application of Use for Shakespeare at the Lake. I do apologize for the late reply. If there is any part that needs to be redone please let me know and I can fix it.

Also about the application fee, what is the best way to pay the fee? I live and work in Middletown so I would have to plan if I need to turn it in in person.

I hope you are having a good day!

Carrie Eve-Laubach

Sent via the Samsung Galaxy S10e, an AT&T 5G Evolution capable smartphone

----- Original message -----

From: Hilary Britton <hbritton@cityoflakeport.com>

Date: 1/3/24 9:37 AM (GMT-08:00)

To: John Tomlinson <jtomlinson@mendocino.edu>, carrieanneve <carrieanneve@gmail.com>

Subject: Re: Shakespeare at the Lake dates and paperwork

Hi John/Carrie,

Will you be using Library Park, or will you be using Xabatin Community Park? Which days will you need for setup - Wed-Fri?

Please find attached the Application for Use of Public Areas. The application fee is \$15.00.

Please fill out the attached, and return to me at the address below or via email.

If the applicant is serving or selling alcohol, they would need to submit an application to the Lakeport Police Department for their alcohol permit, in addition to the permit required by ABC.

Street or Park closures require Council permission, so the application should be submitted 3-4 weeks in advance.

Once the application is approved, the applicant will need to submit an insurance certificate naming the City as also insured prior to the event dates. The minimum coverage amount required is \$2,000,000. *

**The insurance certificate provided to the City by your organization's insurance company must name the City of Lakeport as an additional insured for the event specified in the application and must include a copy of any endorsements, including Waiver of Subrogation. The insurance provided to the City as an additional insured shall be primary to, and non-contributory with any insurance or self-insurance program maintained by the City. The minimum coverage amount required is \$2,000,000. The certificate and endorsements must also be in a form acceptable to risk management and available for review 15 working days prior to the scheduled event.*

Please let me know if there is anything I can do to assist.

Hilary Britton

Deputy City Clerk/Records Supervisor

City of Lakeport

225 Park Street

Lakeport, CA 95453

(707) 263-5615 x102

hbritton@cityoflakeport.com

E-mail correspondence and attachments with the City of Lakeport may be subject to the California Public Records Act, and as such may therefore be subject to public disclosure unless otherwise exempt under the Act.

**For Public Records Act requests, please visit our [online public records request system](#)*



From: John Tomlinson <jtomlinson@mendocino.edu>

Sent: Thursday, December 21, 2023 12:21 PM

To: Hilary Britton <hbritton@cityoflakeport.com>; carrieanneve <carrieanneve@gmail.com>

Subject: Shakespeare at the Lake dates and paperwork

Hello Hillary,

I am introducing Carrie Ann Eve, our producer this summer for Shakespeare at the Lake.

We are hoping to get signed up, which will be one of her tasks as producer. Any guidance you can give is much appreciated.

We are looking at Sat July 28 and Sunday July 29.

Best,

John Tomlinson

Theatre, Film and Speech

Mendocino College

RE: Application 2024-003 - Mendocino College - Shakespeare at the Lake

Ryan Cooley <rcooley@lakeportpolice.org>

Mon 1/29/2024 8:43 AM

To: Hilary Britton <hbritton@cityoflakeport.com>

Hello Hilary,

I think I may have missed this one for Dale. I do not have any concern other than they will need to apply for the ABC permit when the event gets closer.

Thanks,

Ryan Cooley
Police Sergeant
Lakeport Police Department
2025 S Main St.
Lakeport, CA 95453
(707)263-5491 ext 124

CONFIDENTIALITY NOTICE: This communication with its contents may contain confidential and/or legally privileged information. It is solely for the use of the intended recipient(s). Unauthorized interception, review, use or disclosure is prohibited and may violate applicable laws including the Electronic Communications Privacy Act. If you are not the intended recipient, please contact the sender and destroy all copies of the communication.

From: Dale Stoebe <dstoebe@lakeportpolice.org>

Sent: Wednesday, January 17, 2024 12:59 PM

To: Ryan Cooley <rcooley@lakeportpolice.org>

Subject: Fwd: Application 2024-003 - Mendocino College - Shakespeare at the Lake

Dale Stoebe

Lieutenant

Lakeport Police Department

2025 S Main St.

Lakeport, CA 95453

(707)263-9654direct/(707)367-1203mobile(707)263-3846fax

CONFIDENTIALITY NOTICE: This communication with its contents may contain confidential and/or legally privileged information. It is solely for the use of the intended recipient(s). Unauthorized interception, review, use or disclosure is prohibited and may violate applicable laws including the Electronic Communications Privacy Act. If you are not the intended recipient, please contact the sender and destroy all copies of the communication.

From: Hilary Britton <hbritton@cityoflakeport.com>

Sent: Wednesday, January 17, 2024 10:43:26 AM

To: Amanda Frazell <Dean.Eichmann@lakecountyca.gov>; Gary McFarland <gdm@paratransit.net>; Johnnie Lindsey <jjl@paratransit.net>; Lisa Davey-Bates <ldaveybates@dbcteam.net>; Lori Price <lorip@co.lake.ca.us>; Pheakdey Preciado <pheakdey.preciado@lakecountyca.gov>; Ron Ladd <rladd@cityoflakeport.com>; Sheriff's Dept <records@lakecountyca.gov>; Bethany Moss <bmoss@cityoflakeport.com>; Dale Stoebe <dstoebe@lakeportpolice.org>; Katie Carpenter <Katie.Carpenter@lakecountyca.gov>; Kelly Buendia <kbuendia@cityoflakeport.com>; lakeportfire@lakeportfire.com <lakeportfire@lakeportfire.com>; Patrick Reitz <preitz@lakeportfire.com>; Victor Fernandez <vfernandez@cityoflakeport.com>; Jim Kennedy <jkennedy@cityoflakeport.com>; Linda Sobieraj <lsobieraj@cityoflakeport.com>; Michelle Humphrey <mhumphrey@cityoflakeport.com>; Matt Hartzog <mhartzog@cityoflakeport.com>

Subject: Application 2024-003 - Mendocino College - Shakespeare at the Lake

Hi all,

Please find attached application 2024-003 for the Shakespeare at the Lake event for your review and comments.

We would like to submit this for City Council approval at the 02/06/2024 Council meeting, so please have your comments back to me by 01/26/2024.

Thank you for your input!

Hilary Britton

Deputy City Clerk/Records Supervisor

City of Lakeport

225 Park Street

Lakeport, CA 95453

(707) 263-5615 x102

hbritton@cityoflakeport.com

E-mail correspondence and attachments with the City of Lakeport may be subject to the California Public Records Act, and as such may therefore be subject to public disclosure unless otherwise exempt under the Act.

*For Public Records Act requests, please visit our [online public records request system](#)



RE: Application 2024-003 - Mendocino College - Shakespeare at the Lake

Lori Price <Lori.Price@lakecountyca.gov>

Wed 1/17/2024 8:25 AM

To: Hilary Britton <hbritton@cityoflakeport.com>

Good morning Hilary,

Thank you for allowing Lake County DPW to comment. Upon review of the application, I do not see that it will impact County roadways in any way. We have no comments or conditions to add to this permit.

Sincerely,

Lori Price
Staff Services Analyst
Lake County Department of Public Works
255 N. Forbes Street, Rm 309
Lakeport, CA 95453
(707) 263-2341
Lori.price@lakecountyca.gov

From: Hilary Britton <hbritton@cityoflakeport.com>

Sent: Wednesday, January 17, 2024 7:43 AM

To: Dean Eichelmann <Dean.Eichelmann@lakecountyca.gov>; Gary McFarland <gdm@paratransit.net>; Johnnie Lindsey <jjl@paratransit.net>; Lisa Davey-Bates <ldaveybates@dbcteam.net>; Lori Price <Lori.Price@lakecountyca.gov>; Pheakdey Preciado <Pheakdey.Preciado@lakecountyca.gov>; Ron Ladd <rladd@cityoflakeport.com>; Lake County Sheriff - Records <records@lakecountyca.gov>; Bethany Moss <bmos@cityoflakeport.com>; Dale Stoebe <dstoebe@lakeportpolice.org>; Katie Carpenter <Katie.Carpenter@lakecountyca.gov>; Kelly Buendia <kbuendia@cityoflakeport.com>; lakeportfire@lakeportfire.com; Patrick Reitz <preitz@lakeportfire.com>; Victor Fernandez <vfernandez@cityoflakeport.com>; Jim Kennedy <jkennedy@cityoflakeport.com>; Linda Sobieraj <lsobieraj@cityoflakeport.com>; Michelle Humphrey <mhumphrey@cityoflakeport.com>; Matt Hartzog <mhartzog@cityoflakeport.com>

Subject: [EXTERNAL] Application 2024-003 - Mendocino College - Shakespeare at the Lake

Hi all,

Please find attached application 2024-003 for the Shakespeare at the Lake event for your review and comments.

We would like to submit this for City Council approval at the 02/06/2024 Council meeting, so please have your comments back to me by 01/26/2024.

Thank you for your input!

Hilary Britton

Deputy City Clerk/Records Supervisor

City of Lakeport

225 Park Street

Lakeport, CA 95453

(707) 263-5615 x102

hbritton@cityoflakeport.com

E-mail correspondence and attachments with the City of Lakeport may be subject to the California Public Records Act, and as such may therefore be subject to public disclosure unless otherwise exempt under the Act.

*For Public Records Act requests, please visit our [online public records request system](#)



FW: Application 2024-003 - Mendocino College - Shakespeare at the Lake

Lake County Sheriff - Records <records@lakecountyca.gov>

Wed 1/17/2024 1:01 PM

To: Hilary Britton <hbritton@cityoflakeport.com>

Please see below the Lake County Sheriffs Office response

From: Richard Ward <Richard.Ward@lakecountyca.gov>

Sent: Wednesday, January 17, 2024 12:58 PM

To: Lake County Sheriff - Records <records@lakecountyca.gov>

Subject: RE: Application 2024-003 - Mendocino College - Shakespeare at the Lake

This event should not impact the Lake County Sheriff's Office.

Lieutenant Rich Ward

Lake County Sheriff's Office

1220 Martin St.

P.O. Box 489

Lakeport, Ca. 95453

(707) 262-4081 Desk

(707) 262-4220 Fax

(707) 262-4200 Administration

richard.ward@lakecountyca.gov

www.lakesheriff.com



CONFIDENTIALITY NOTICE: This communication with its contents may contain confidential and/or legally privileged information. It is solely for the use of the intended recipient(s). Unauthorized interception, review, use or disclosure is prohibited and may violate applicable laws including the Electronic Communications Privacy Act. If you are not the intended recipient, please contact the sender and destroy all copies of the communication.

From: Lake County Sheriff - Records <records@lakecountyca.gov>

Sent: Wednesday, January 17, 2024 7:49 AM

To: Richard Ward <Richard.Ward@lakecountyca.gov>

Subject: FW: Application 2024-003 - Mendocino College - Shakespeare at the Lake

Please see attached

From: Hilary Britton <hbritton@cityoflakeport.com>

Sent: Wednesday, January 17, 2024 7:43 AM

To: Dean Eichelmann <Dean.Eichelmann@lakecountyca.gov>; Gary McFarland <gdm@paratransit.net>; Johnnie

Lindsey <jjl@paratransit.net>; Lisa Davey-Bates <ldaveybates@dbcteam.net>; Lori Price <Lori.Price@lakecountyca.gov>; Pheakdey Preciado <Pheakdey.Preciado@lakecountyca.gov>; Ron Ladd <rladd@cityoflakeport.com>; Lake County Sheriff - Records <records@lakecountyca.gov>; Bethany Moss <bmoss@cityoflakeport.com>; Dale Stoebe <dstoebe@lakeportpolice.org>; Katie Carpenter <Katie.Carpenter@lakecountyca.gov>; Kelly Buendia <kbuendia@cityoflakeport.com>; lakeportfire@lakeportfire.com; Patrick Reitz <preitz@lakeportfire.com>; Victor Fernandez <vfernandez@cityoflakeport.com>; Jim Kennedy <jkennedy@cityoflakeport.com>; Linda Sobieraj <lsobieraj@cityoflakeport.com>; Michelle Humphrey <mhumphrey@cityoflakeport.com>; Matt Hartzog <mhartzog@cityoflakeport.com>

Subject: [EXTERNAL] Application 2024-003 - Mendocino College - Shakespeare at the Lake

Hi all,

Please find attached application 2024-003 for the Shakespeare at the Lake event for your review and comments.

We would like to submit this for City Council approval at the 02/06/2024 Council meeting, so please have your comments back to me by 01/26/2024.

Thank you for your input!

Hilary Britton

Deputy City Clerk/Records Supervisor

City of Lakeport

225 Park Street

Lakeport, CA 95453

(707) 263-5615 x102

hbritton@cityoflakeport.com

E-mail correspondence and attachments with the City of Lakeport may be subject to the California Public Records Act, and as such may therefore be subject to public disclosure unless otherwise exempt under the Act.

*For Public Records Act requests, please visit our [online public records request system](#)



RE: Application 2024-003 - Mendocino College - Shakespeare at the Lake

Ryan Cooley <rcooley@lakeportpolice.org>

Mon 1/29/2024 8:43 AM

To: Hilary Britton <hbritton@cityoflakeport.com>

Hello Hilary,

I think I may have missed this one for Dale. I do not have any concern other than they will need to apply for the ABC permit when the event gets closer.

Thanks,

Ryan Cooley
Police Sergeant
Lakeport Police Department
2025 S Main St.
Lakeport, CA 95453
(707)263-5491 ext 124

CONFIDENTIALITY NOTICE: This communication with its contents may contain confidential and/or legally privileged information. It is solely for the use of the intended recipient(s). Unauthorized interception, review, use or disclosure is prohibited and may violate applicable laws including the Electronic Communications Privacy Act. If you are not the intended recipient, please contact the sender and destroy all copies of the communication.

From: Dale Stoebe <dstoebe@lakeportpolice.org>

Sent: Wednesday, January 17, 2024 12:59 PM

To: Ryan Cooley <rcooley@lakeportpolice.org>

Subject: Fwd: Application 2024-003 - Mendocino College - Shakespeare at the Lake

Dale Stoebe

Lieutenant

Lakeport Police Department

2025 S Main St.

Lakeport, CA 95453

(707)263-9654direct/(707)367-1203mobile(707)263-3846fax

CONFIDENTIALITY NOTICE: This communication with its contents may contain confidential and/or legally privileged information. It is solely for the use of the intended recipient(s). Unauthorized interception, review, use or disclosure is prohibited and may violate applicable laws including the Electronic Communications Privacy Act. If you are not the intended recipient, please contact the sender and destroy all copies of the communication.

From: Hilary Britton <hbritton@cityoflakeport.com>

Sent: Wednesday, January 17, 2024 10:43:26 AM

To: Amanda Frazell <Dean.Eichmann@lakecountyca.gov>; Gary McFarland <gdm@paratransit.net>; Johnnie Lindsey <jjl@paratransit.net>; Lisa Davey-Bates <ldaveybates@dbcteam.net>; Lori Price <lorip@co.lake.ca.us>; Pheakdey Preciado <pheakdey.preciado@lakecountyca.gov>; Ron Ladd <rladd@cityoflakeport.com>; Sheriff's Dept <records@lakecountyca.gov>; Bethany Moss <bmoss@cityoflakeport.com>; Dale Stoebe <dstoebe@lakeportpolice.org>; Katie Carpenter <Katie.Carpenter@lakecountyca.gov>; Kelly Buendia <kbuendia@cityoflakeport.com>; lakeportfire@lakeportfire.com <lakeportfire@lakeportfire.com>; Patrick Reitz <preitz@lakeportfire.com>; Victor Fernandez <vfernandez@cityoflakeport.com>; Jim Kennedy <jkennedy@cityoflakeport.com>; Linda Sobieraj <lsobieraj@cityoflakeport.com>; Michelle Humphrey <mhumphrey@cityoflakeport.com>; Matt Hartzog <mhartzog@cityoflakeport.com>

Subject: Application 2024-003 - Mendocino College - Shakespeare at the Lake

Hi all,

Please find attached application 2024-003 for the Shakespeare at the Lake event for your review and comments.

We would like to submit this for City Council approval at the 02/06/2024 Council meeting, so please have your comments back to me by 01/26/2024.

Thank you for your input!

Hilary Britton

Deputy City Clerk/Records Supervisor

City of Lakeport

225 Park Street

Lakeport, CA 95453

(707) 263-5615 x102

hbritton@cityoflakeport.com

E-mail correspondence and attachments with the City of Lakeport may be subject to the California Public Records Act, and as such may therefore be subject to public disclosure unless otherwise exempt under the Act.

*For Public Records Act requests, please visit our [online public records request system](#)





225 Park Street
Lakeport, CA 95453

CITY OF LAKEPORT

Please Note:
Bounce Houses and Waterslides are prohibited

Phone: (707) 263-5615, Ext. 102
Fax: (707) 263-8584

APPLICATION FOR USE OF PUBLIC AREAS

Please note: City Council meetings are held the **FIRST** and **THIRD TUESDAY** of the month. Application forms require City Council approval and must be completed and submitted to the City Clerk at least one month prior to the Council meeting at which they will be considered.

This section to be completed by City:

Application Received (Date): 01/18/2024	Application No. 2024-004
<input checked="" type="checkbox"/> \$15.00 Application Fee Paid	For Council Meeting of (Date): 02/06/2024

This section to be completed by Applicant (please answer all questions with as much detail as possible):

Applicant Name: Rebecca Walker		Organization Name: Lake County Office of Education	
Address: 1152 S Main Street, Lakeport CA 95453		Address:	
Home Phone:	Work Phone: 707-262-4170	Mobile Phone:	
Email Address: rwalker@lakecoe.org		Website/Facebook Page: lakecoe.org	
Other Contact: Ana Santana, asantana@lakecoe.org		Phone for Other Contact: 707-262-4153	
Organization is: <input type="checkbox"/> Nonprofit Organization <input type="checkbox"/> For Profit Organization			

Name of Event: Children's Advocacy Walk and Festival			
Description of Event: Advocacy Walk, Community Resource Booths, Activities for Children			
Specific Location of Event (Map Must be Attached): Map attached			
Does this use involve public right of way, streets, or sidewalk? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please indicate specific location: Park Street			
If requesting closure of streets, sidewalk, etc., please describe notification procedure for affected businesses and/or residences:			
Date(s) of Event: April 13, 2024		Total Number of Days: 1	Set Up Time: 8am Time of Event: 10am Tear Down Time: 3pm
Specify anticipated number of people (both participants and the public): 350			
Will any vendors be present? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		Will any food booths be present? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Requirements: <input checked="" type="checkbox"/> Electricity (cannot be guaranteed by City) <input type="checkbox"/> Barricades <input type="checkbox"/> Street/Sidewalk Closures <input type="checkbox"/> No irrigation in park prior to event <input type="checkbox"/> Other (please specify): Coordination of these requirements must be made through the Public Works Department: (707) 263-0751		Specific City Staff Needs: <input type="checkbox"/> Police <input type="checkbox"/> Public Works <input type="checkbox"/> Parks <input checked="" type="checkbox"/> Other (please specify): Restrooms Opened The City reserves the right to bill applicant for related City costs.	
Insurance Information: Specify Insurance Company: Policy Number: Expiration Date: Limits of Coverage:			
INSURANCE CERTIFICATE REQUIRED Note: The insurance certificate provided to the City by your organization's insurance company must name the City of Lakeport as an additional insured for the event specified in this application and must include a copy of any endorsements. The minimum coverage amount required is \$2,000,000. The certificate and endorsements must also be in a form acceptable to risk management and available for review 15 working days prior to the scheduled event.			

USE OF ALCOHOL: Is a permit for alcoholic beverages requested? ☐ Yes ☒ No

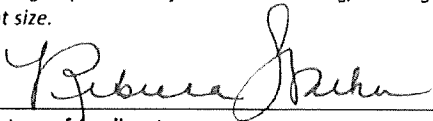
If you have checked yes, you must obtain a signed permit from the Lakeport Police Department and attach it to this application. This will allow for consumption of alcoholic beverages in connection with the event but will NOT allow for the SALE of alcoholic beverages. If alcoholic beverages are going to be sold or included with the price of any ticket or admission to the event, then the applicant is required to obtain a one-day license from the California Department of Alcoholic Beverage Control. This one-day permit would be required in addition to a permit by the Lakeport Police Department.

HOLD HARMLESS AGREEMENT

In consideration of allowing the event(s) specified in this application, and to the fullest extent permitted by law, I/we agree to indemnify and hold harmless the City of Lakeport and its agents and "employees" from and against any injury, damage, claims, actions or suits arising out of the herein described Event, including those caused by negligence of the parties being indemnified and/or any dangerous condition of property of the parties being indemnified, and further agrees to defend and indemnify the City of Lakeport from and against any injury, damage, claims, actions or suits arising out of or connected with the foregoing event(s).

COVID-19 WAIVER

I, the undersigned, acknowledge the contagious nature of COVID-19 and voluntarily assume the risk that myself and others attending my event may be exposed to or infected by COVID-19. I agree to having all attendees follow CDC and Lake County Department of Public Health recommendations for enhanced health and safety measures related to COVID-19 and follow all posted instructions while using City facilities; including requirements for social distancing, wearing of face coverings, participant grouping, types of activities allowed, and potential limits on event size.



Signature of Applicant

Responsible Official of Applicant Organization

Dated:

12/11/2023

STAFF RESPONSE

This section to be completed by City and Other Affected Agencies:

Staff Name:		Department:	
<input type="checkbox"/> No Fiscal Impact	<input type="checkbox"/> Fiscal Impact (Describe/Include Estimated Costs)	<input type="checkbox"/> Police <input type="checkbox"/> Public Works <input type="checkbox"/> Parks	<input type="checkbox"/> Other (please specify):
The following will be Required:			
<input type="checkbox"/> Business License <input type="checkbox"/> ABC License		<input type="checkbox"/> Health Department Permit <input type="checkbox"/> Other (Specify):	
Staff Comments:			

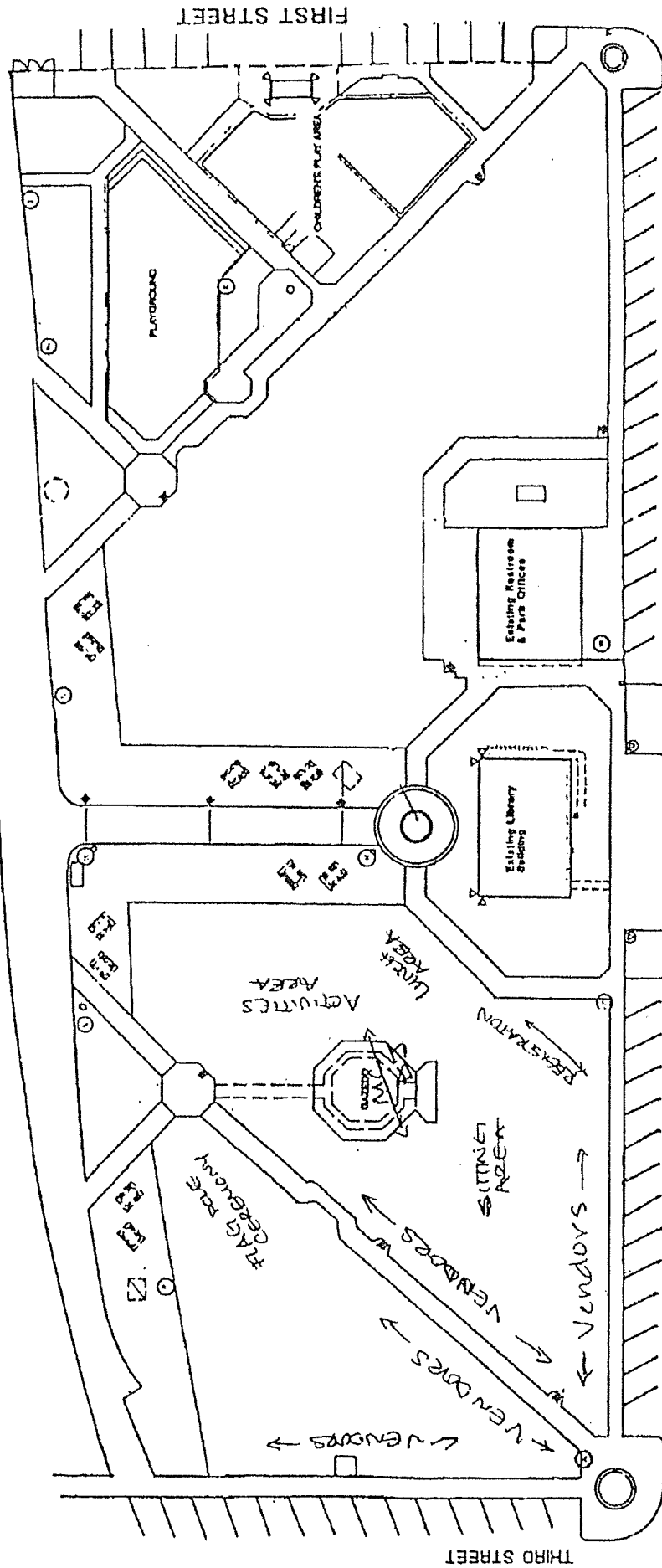
This section to be completed by City Clerk following Council meeting:

Considered at Council Meeting (Date):	<input type="checkbox"/> Application Approved <input type="checkbox"/> Application Denied <input type="checkbox"/> Application Approved With Conditions (See Below)
Conditions of Approval:	

☐ Attachments (specify):

LIBRARY PARK CITY OF LAKEPORT

CLEAR LAKE



N
NO SCALE

RE: Application 2024-004 - Children's Festival

Lori Price <Lori.Price@lakecountyca.gov>

Tue 1/23/2024 9:24 AM

To: Hilary Britton <hbritton@cityoflakeport.com>

Good morning Hilary,

Thank you for the opportunity to review the above subject permit application. This application does not appear to impact County maintained roadways. We have no comments or conditions to add to this permit.

Sincerely,

Lori Price
Staff Services Analyst
Lake County Department of Public Works
255 N. Forbes Street, Rm 309
Lakeport, CA 95453
(707) 263-2341
Lori.price@lakecountyca.gov

From: Hilary Britton <hbritton@cityoflakeport.com>

Sent: Monday, January 22, 2024 4:19 PM

To: Dean Eichelmann <Dean.Eichelmann@lakecountyca.gov>; Gary McFarland <gdm@paratransit.net>; Jim Kennedy <jkennedy@cityoflakeport.com>; Johnnie Lindsey <jjl@paratransit.net>; Linda Sobieraj <lsobieraj@cityoflakeport.com>; Lisa Davey-Bates <ldaveybates@dbcteam.net>; Lori Price <Lori.Price@lakecountyca.gov>; Matt Hartzog <mhartzog@cityoflakeport.com>; Michelle Humphrey <mhumphrey@cityoflakeport.com>; Pheakdey Preciado <Pheakdey.Preciado@lakecountyca.gov>; Ron Ladd <rladd@cityoflakeport.com>; Lake County Sheriff - Records <records@lakecountyca.gov>; Dale Stoebe <dstoebe@lakeportpolice.org>; Victor Fernandez <vfernandez@cityoflakeport.com>; Bethany Moss <bmos@cityoflakeport.com>; Katie Carpenter <Katie.Carpenter@lakecountyca.gov>; Kelly Buendia <kbuendia@cityoflakeport.com>; lakeportfire@lakeportfire.com; Patrick Reitz <preitz@lakeportfire.com>

Subject: [EXTERNAL] Application 2024-004 - Children's Festival

Hi all,

Please find attached application 2024-004 for the Children's Festival/Walk for your review and comments.

We would like to submit this for City Council approval at the 02/06/2024 Council meeting, so please have your comments back to me by 01/29/2024.

Thank you for your input.

Hilary Britton

Deputy City Clerk/Records Supervisor

City of Lakeport

225 Park Street

Lakeport, CA 95453

(707) 263-5615 x102

hbritton@cityoflakeport.com

E-mail correspondence and attachments with the City of Lakeport may be subject to the California Public Records Act, and as such may therefore be subject to public disclosure unless otherwise exempt under the Act.

*For Public Records Act requests, please visit our [online public records request system](#)



FW: Application 2024-004 - Children's Festival

Lake County Sheriff - Records <records@lakecountyca.gov>

Tue 1/23/2024 2:32 PM

To:Hilary Britton <hbritton@cityoflakeport.com>

Good afternoon,

Please see below for Sheriff's response.

Respectfully,
Alexa May

Records Technician

Phone: 707-262-4200

Fax: 707-262-4204

Dispatch: 707-263-2690

1220 Martin St.

Lakeport, CA 95453

www.lakesheriff.com**From:** Richard Ward <Richard.Ward@lakecountyca.gov>**Sent:** Tuesday, January 23, 2024 1:27 PM**To:** Lake County Sheriff - Records <records@lakecountyca.gov>**Subject:** RE: Application 2024-004 - Children's Festival

No concerns from the Sheriff's Office.

Lieutenant Rich Ward

Lake County Sheriff's Office

1220 Martin St.

P.O. Box 489

Lakeport, Ca. 95453

(707) 262-4081 Desk

(707) 262-4220 Fax

(707) 262-4200 Administration

richard.ward@lakecountyca.govwww.lakesheriff.com

CONFIDENTIALITY NOTICE: This communication with its contents may contain confidential and/or legally privileged information. It is solely for the use of the intended recipient(s). Unauthorized interception, review, use or disclosure is prohibited and may violate applicable laws including the

Electronic Communications Privacy Act. If you are not the intended recipient, please contact the sender and destroy all copies of the communication.

From: Lake County Sheriff - Records <records@lakecountyca.gov>
Sent: Monday, January 22, 2024 4:29 PM
To: Richard Ward <Richard.Ward@lakecountyca.gov>
Subject: FW: Application 2024-004 - Children's Festival

Good afternoon,

Please see attached.



Respectfully,

Alexa May

Records Technician

Phone: 707-262-4200

Fax: 707-262-4204

Dispatch: 707-263-2690

1220 Martin St.

Lakeport, CA 95453

www.lakesheriff.com

From: Hilary Britton <hbritton@cityoflakeport.com>
Sent: Monday, January 22, 2024 4:19 PM
To: Dean Eichelmann <Dean.Eichelmann@lakecountyca.gov>; Gary McFarland <gdm@paratransit.net>; Jim Kennedy <jkennedy@cityoflakeport.com>; Johnnie Lindsey <jjl@paratransit.net>; Linda Sobieraj <lsobieraj@cityoflakeport.com>; Lisa Davey-Bates <ldaveybates@dbcteam.net>; Lori Price <Lori.Price@lakecountyca.gov>; Matt Hartzog <mhartzog@cityoflakeport.com>; Michelle Humphrey <mhumphrey@cityoflakeport.com>; Pheakdey Preciado <Pheakdey.Preciado@lakecountyca.gov>; Ron Ladd <rladd@cityoflakeport.com>; Lake County Sheriff - Records <records@lakecountyca.gov>; Dale Stoebe <dstoebe@lakeportpolice.org>; Victor Fernandez <vfernandez@cityoflakeport.com>; Bethany Moss <bmoss@cityoflakeport.com>; Katie Carpenter <Katie.Carpenter@lakecountyca.gov>; Kelly Buendia <kbuendia@cityoflakeport.com>; lakeportfire@lakeportfire.com; Patrick Reitz <preitz@lakeportfire.com>
Subject: [EXTERNAL] Application 2024-004 - Children's Festival

Hi all,

Please find attached application 2024-004 for the Children's Festival/Walk for your review and comments.

We would like to submit this for City Council approval at the 02/06/2024 Council meeting, so please have your comments back to me by 01/29/2024.

Thank you for your input.

Hilary Britton

Deputy City Clerk/Records Supervisor

City of Lakeport

225 Park Street

Lakeport, CA 95453

(707) 263-5615 x102

hbritton@cityoflakeport.com

E-mail correspondence and attachments with the City of Lakeport may be subject to the California Public Records Act, and as such may therefore be subject to public disclosure unless otherwise exempt under the Act.

*For Public Records Act requests, please visit our [online public records request system](#)



RE: Application 2024-004 - Children's Festival

Ryan Cooley <rcooley@lakeportpolice.org>

Thu 1/25/2024 9:54 AM

To: Hilary Britton <hbritton@cityoflakeport.com>

Hello Hilary,

Looking at the attached map, I just want to make sure that the vendors are not on/in the roadway on Park St and Third St. Please let me know if you have any questions.

Thanks,

Thanks,

Ryan Cooley
Police Sergeant
Lakeport Police Department
2025 S Main St.
Lakeport, CA 95453
(707)263-5491 ext 124

CONFIDENTIALITY NOTICE: This communication with its contents may contain confidential and/or legally privileged information. It is solely for the use of the intended recipient(s). Unauthorized interception, review, use or disclosure is prohibited and may violate applicable laws including the Electronic Communications Privacy Act. If you are not the intended recipient, please contact the sender and destroy all copies of the communication.

From: Dale Stoebe <dstoebe@lakeportpolice.org>
Sent: Monday, January 22, 2024 5:09 PM
To: Ryan Cooley <rcooley@lakeportpolice.org>
Subject: FW: Application 2024-004 - Children's Festival

From: Hilary Britton <hbritton@cityoflakeport.com>
Sent: Monday, January 22, 2024 4:19 PM
To: Amanda Frazell <Dean.Eichmann@lakecountyca.gov>; Gary McFarland <gdm@paratransit.net>; Jim Kennedy <jkennedy@cityoflakeport.com>; Johnnie Lindsey <jjl@paratransit.net>; Linda Sobieraj <lsobieraj@cityoflakeport.com>; Lisa Davey-Bates <ldaveybates@dbcteam.net>; Lori Price <lorip@co.lake.ca.us>; Matt Hartzog <mhartzog@cityoflakeport.com>; Michelle Humphrey <mhumphrey@cityoflakeport.com>; Pheakdey Preciado <pheakdey.preciado@lakecountyca.gov>; Ron Ladd <rladd@cityoflakeport.com>; Sheriff's Dept <records@lakecountyca.gov>; Dale Stoebe <dstoebe@lakeportpolice.org>; Victor Fernandez <vfernandez@cityoflakeport.com>; Bethany Moss <bmoss@cityoflakeport.com>; Katie Carpenter <Katie.Carpenter@lakecountyca.gov>; Kelly Buendia <kbuendia@cityoflakeport.com>; lakeportfire@lakeportfire.com; Patrick Reitz <preitz@lakeportfire.com>
Subject: Application 2024-004 - Children's Festival

Hi all,

Please find attached application 2024-004 for the Children's Festival/Walk for your review and comments.



COUNTY OF LAKE
Health Services Department
Environmental Health Division
922 Bevins Court
Lakeport, California 95453-9739
Telephone 707/263-1090
FAX 707/263-4395

Craig Wetherbee
Environmental Health Director

Promoting an Optimal State of Wellness in Lake County

Memorandum

DATE: January 26, 2024
TO: Hillary Britton, Deputy City Clerk/Records Supervisor
FROM: Ashley Brown, Senior EHS
RE: Application No. 2024-004 – Lake County Office of
Education – Children’s Advocacy Walk and Festival
APN: 025-413-01 (SR0005382)

Environmental Health Division is requiring:

1. If there are more than two food vendors, then sponsor must apply and pay for a sponsor Temporary Event application two weeks before the event takes place. Please have the sponsor provide a list of all the food vendors (this includes beer and wine booths).
2. The food vendors must apply and pay for a vendor Temporary Event application one week before the event takes place.
3. If the sponsor is going to have a food booth as well, then the sponsor needs to apply and pay for a vendor Temporary Event application one week before the event takes place.





225 Park Street
Lakeport, CA 95453

CITY OF LAKEPORT
Please Note:
Bounce Houses and Waterslides are prohibited

Phone: (707) 263-5615, Ext. 102
Fax: (707) 263-8584

APPLICATION FOR USE OF PUBLIC AREAS

Please note: City Council meetings are held the **FIRST** and **THIRD TUESDAY** of the month. Application forms require City Council approval and must be completed and submitted to the City Clerk at least **one month** prior to the Council meeting at which they will be considered.

This section to be completed by City:

Application Received (Date): 01/22/2024	Application No. 2024-005
<input type="checkbox"/> \$15.00 Application Fee Paid	For Council Meeting of (Date): 02/06/2024

This section to be completed by Applicant (please answer all questions with as much detail as possible):

Applicant Name: David Velasquez		Organization Name: Lake County Symphony Ass'n	
Address: 1490 N. Main St., Lakeport, CA 95453		Address: PO Box 974, Lakeport, CA 95453	
Home Phone:	Work Phone:	Mobile Phone: 651-238-2833	
Email Address: djvelasquez@citlink.net		Website/Facebook Page: homewinemakersfestival.com	
Other Contact: Deborah Welch		Phone for Other Contact: 818-613-2597	
Organization is: <input checked="" type="checkbox"/> Nonprofit Organization <input type="checkbox"/> For Profit Organization			

Name of Event: Home Amateur Winemakers Winefest			
Description of Event: Tasting of amateur beer and wine with food/arts and crafts: annual fundraiser for the Lake County Symphony Association			
Public Area of Use: <input type="checkbox"/> Main Street <input checked="" type="checkbox"/> Library Park <input type="checkbox"/> Silveira Community Center Parking Lot <input type="checkbox"/> Xabatin Community Park			
Specific Location of Event (Map Must be Attached): Library Park			
Does this use involve public right of way, streets, or sidewalk? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please indicate specific location:			
If requesting closure of streets, sidewalk, etc., please describe notification procedure for affected businesses and/or residences: <small>Request reserve parking on Third St. between Park St. and the Lake, and reserved parking on Park St. between Third and Second Sts.; no street closure requested</small>			
Date(s) of Event: June 8, 2024		Total Number of Days: 1	Set Up Time: 10 AM Time of Event: -12-5 PM Tear Down Time: 5 PM
Specify anticipated number of people (both participants and the public): 300			
Will any vendors be present? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Will any food booths be present? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			
Requirements: <input checked="" type="checkbox"/> Electricity (cannot be guaranteed by City) <input type="checkbox"/> Barricades <input type="checkbox"/> Street/Sidewalk Closures <input type="checkbox"/> No irrigation in park prior to event <input type="checkbox"/> Other (please specify): Coordination of these requirements must be made through the Public Works Department: (707) 263-0751		Specific City Staff Needs: <input type="checkbox"/> Police <input type="checkbox"/> Public Works <input type="checkbox"/> Parks <input type="checkbox"/> Other (please specify): The City reserves the right to bill applicant for related City costs.	
INSURANCE CERTIFICATE REQUIRED Note: The insurance certificate provided to the City by your organization's insurance company must name the City of Lakeport as an additional insured for the event specified in this application and must include a copy of any endorsements, including Waiver of Subrogation. The insurance provided to the City as an additional insured shall be primary to, and non-contributory with any insurance or self-insurance program maintained by the City. The minimum coverage amount required is \$2,000,000. The certificate and endorsements must also be in a form acceptable to risk management and available for review 15 working days prior to the scheduled event.			

USE OF ALCOHOL: Is a permit for alcoholic beverages requested? ☒ Yes ☐ No

Will be submitted ~ 30 days prior to event

If you have checked yes, you must obtain a signed permit from the Lakeport Police Department and attach it to this application. This will allow for consumption of alcoholic beverages in connection with the event but will NOT allow for the SALE of alcoholic beverages. If alcoholic beverages are going to be sold or included with the price of any ticket or admission to the event, then the applicant is required to obtain a one-day license from the California Department of Alcoholic Beverage Control. This one-day permit would be required in addition to a permit by the Lakeport Police Department.

HOLD HARMLESS AGREEMENT

In consideration of allowing the event(s) specified in this application, and to the fullest extent permitted by law, I/we agree to indemnify and hold harmless the City of Lakeport and its agents and "employees" from and against any injury, damage, claims, actions or suits arising out of the herein described Event, including those caused by negligence of the parties being indemnified and/or any dangerous condition of property of the parties being indemnified, and further agrees to defend and indemnify the City of Lakeport from and against any injury, damage, claims, actions or suits arising out of or connected with the foregoing event(s).

COVID-19 WAIVER

I, the undersigned, acknowledge the contagious nature of COVID-19 and voluntarily assume the risk that myself and others attending my event may be exposed to or infected by COVID-19. I agree to having all attendees follow CDC and Lake County Department of Public Health recommendations for enhanced health and safety measures related to COVID-19 and follow all posted instructions while using City facilities; including requirements for social distancing, wearing of face coverings, participant grouping, types of activities allowed, and potential limits on event size.

David Velazquez
Signature of Applicant

Responsible Official of Applicant Organization

Dated: *1/11/2024*

STAFF RESPONSE

This section to be completed by City and Other Affected Agencies:

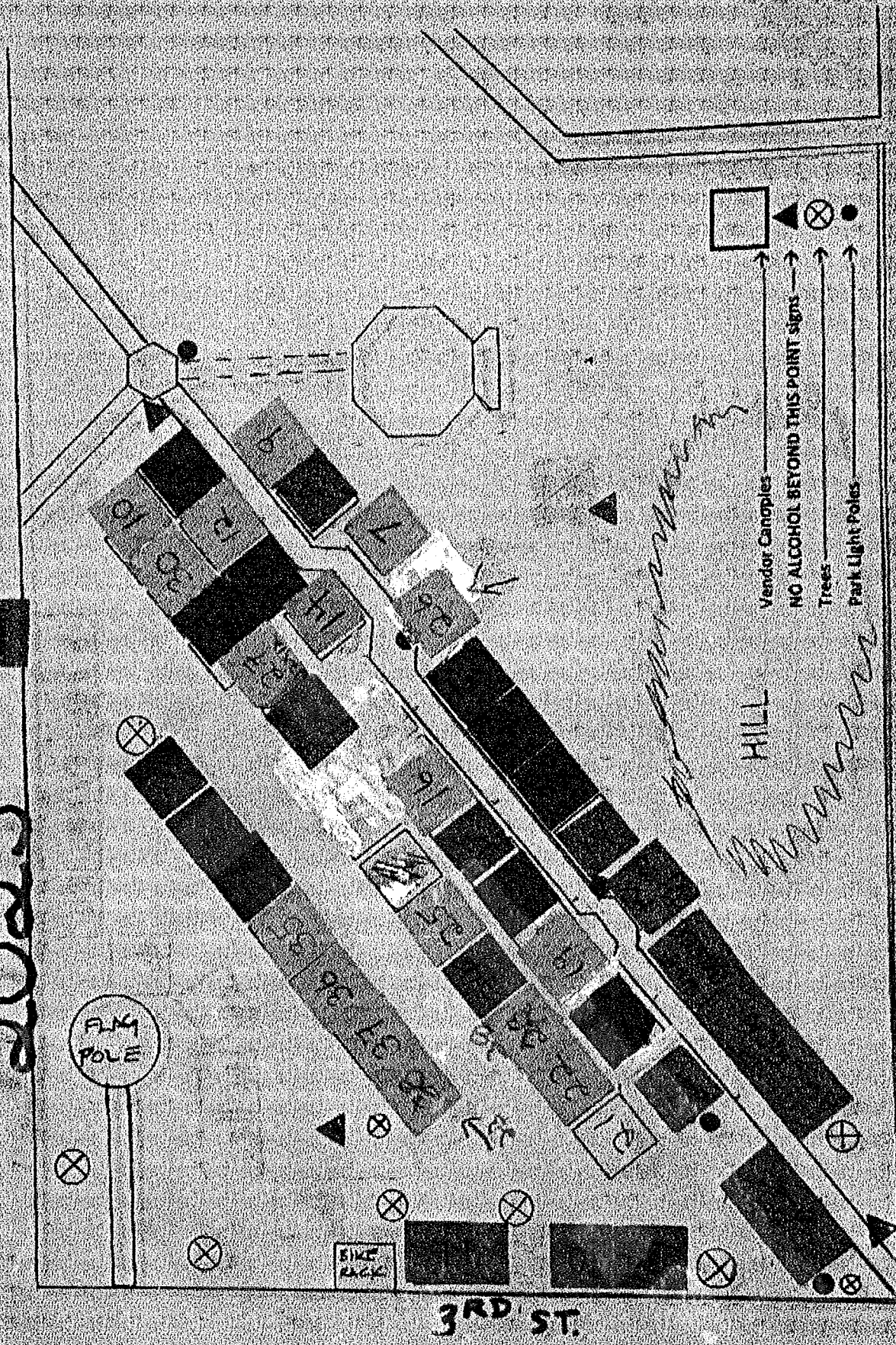
Staff Name:		Department:	
<input type="checkbox"/> No Fiscal Impact	<input type="checkbox"/> Fiscal Impact (Describe/Include Estimated Costs)	<input type="checkbox"/> Police <input type="checkbox"/> Public Works <input type="checkbox"/> Parks	<input type="checkbox"/> Other (please specify):
The following will be Required:			
<input type="checkbox"/> Business License <input type="checkbox"/> ABC License		<input type="checkbox"/> Health Department Permit <input type="checkbox"/> Other (Specify):	
Staff Comments:			

This section to be completed by City Clerk following Council meeting:

Considered at Council Meeting (Date):	<input type="checkbox"/> Application Approved <input type="checkbox"/> Application Denied <input type="checkbox"/> Application Approved With Conditions (See Below)
Conditions of Approval:	

☐ Attachments (specify):

2023



PARK ST.

3RD ST.

RE: Application 2024-005 - Winefest

Lori Price <Lori.Price@lakecountyca.gov>

Tue 1/23/2024 9:24 AM

To: Hilary Britton <hbritton@cityoflakeport.com>

Good morning Hilary,

Thank you for the opportunity to review the above subject permit application. This application does not appear to impact County maintained roadways. We have no comments or conditions to add to this permit.

Sincerely,

Lori Price
Staff Services Analyst
Lake County Department of Public Works
255 N. Forbes Street, Rm 309
Lakeport, CA 95453
(707) 263-2341
Lori.price@lakecountyca.gov

From: Hilary Britton <hbritton@cityoflakeport.com>

Sent: Monday, January 22, 2024 4:27 PM

To: Dean Eichelmann <Dean.Eichelmann@lakecountyca.gov>; Johnnie Lindsey <jjl@paratransit.net>; Lisa Davey-Bates <ldaveybates@dbcteam.net>; Lori Price <Lori.Price@lakecountyca.gov>; Pheakdey Preciado <Pheakdey.Preciado@lakecountyca.gov>; Ron Ladd <rladd@cityoflakeport.com>; Lake County Sheriff - Records <records@lakecountyca.gov>; Bethany Moss <bmos@cityoflakeport.com>; Dale Stoebe <dstoebe@lakeportpolice.org>; Katie Carpenter <Katie.Carpenter@lakecountyca.gov>; Kelly Buendia <kbuendia@cityoflakeport.com>; lakeportfire@lakeportfire.com; Patrick Reitz <preitz@lakeportfire.com>; Victor Fernandez <vfernandez@cityoflakeport.com>; Jim Kennedy <jkennedy@cityoflakeport.com>; Linda Sobieraj <lsobieraj@cityoflakeport.com>; Michelle Humphrey <mhumphrey@cityoflakeport.com>; Matt Hartzog <mhartzog@cityoflakeport.com>

Subject: [EXTERNAL] Application 2024-005 - Winefest

Hi all,

Please find attached application 2024-005 for the annual Winefest in Library Park for your review and comments.

We would like to submit this for City Council approval at the 02/06/2024 Council meeting, so please have your comments back to me by 01/29/2024.

Thank you for your input.

Hilary Britton

Deputy City Clerk/Records Supervisor

City of Lakeport

225 Park Street

Lakeport, CA 95453

(707) 263-5615 x102

hbritton@cityoflakeport.com

E-mail correspondence and attachments with the City of Lakeport may be subject to the California Public Records Act, and as such may therefore be subject to public disclosure unless otherwise exempt under the Act.

*For Public Records Act requests, please visit our [online public records request system](#)



FW: Application 2024-005 - Winefest

Lake County Sheriff - Records <records@lakecountyca.gov>

Tue 1/23/2024 2:32 PM

To:Hilary Britton <hbritton@cityoflakeport.com>

Good afternoon,

Please see below for Sheriff's response.

Respectfully,
Alexa May

Records Technician

Phone: 707-262-4200

Fax: 707-262-4204

Dispatch: 707-263-2690

1220 Martin St.

Lakeport, CA 95453

www.lakesheriff.com**From:** Richard Ward <Richard.Ward@lakecountyca.gov>**Sent:** Tuesday, January 23, 2024 1:27 PM**To:** Lake County Sheriff - Records <records@lakecountyca.gov>**Subject:** RE: Application 2024-005 - Winefest

No concerns from the Sheriff's Office.

Lieutenant Rich Ward

Lake County Sheriff's Office

1220 Martin St.

P.O. Box 489

Lakeport, Ca. 95453

(707) 262-4081 Desk

(707) 262-4220 Fax

(707) 262-4200 Administration

richard.ward@lakecountyca.govwww.lakesheriff.com

CONFIDENTIALITY NOTICE: This communication with its contents may contain confidential and/or legally privileged information. It is solely for the use of the intended recipient(s). Unauthorized interception, review, use or disclosure is prohibited and may violate applicable laws including the

Electronic Communications Privacy Act. If you are not the intended recipient, please contact the sender and destroy all copies of the communication.

From: Lake County Sheriff - Records <records@lakecountyca.gov>
Sent: Monday, January 22, 2024 4:30 PM
To: Richard Ward <Richard.Ward@lakecountyca.gov>
Subject: FW: Application 2024-005 - Winefest

Good afternoon,

Please see attached.



Respectfully,
Alexa May
Records Technician

Phone: 707-262-4200
Fax: 707-262-4204
Dispatch: 707-263-2690

1220 Martin St.
Lakeport, CA 95453
www.lakesheriff.com

From: Hilary Britton <hbritton@cityoflakeport.com>
Sent: Monday, January 22, 2024 4:27 PM
To: Dean Eichelmann <Dean.Eichelmann@lakecountyca.gov>; Johnnie Lindsey <jjl@paratransit.net>; Lisa Davey-Bates <ldaveybates@dbcteam.net>; Lori Price <Lori.Price@lakecountyca.gov>; Pheakdey Preciado <Pheakdey.Preciado@lakecountyca.gov>; Ron Ladd <rladd@cityoflakeport.com>; Lake County Sheriff - Records <records@lakecountyca.gov>; Bethany Moss <bmoss@cityoflakeport.com>; Dale Stoebe <dstoebe@lakeportpolice.org>; Katie Carpenter <Katie.Carpenter@lakecountyca.gov>; Kelly Buendia <kbuendia@cityoflakeport.com>; lakeportfire@lakeportfire.com; Patrick Reitz <preitz@lakeportfire.com>; Victor Fernandez <vfernandez@cityoflakeport.com>; Jim Kennedy <jkennedy@cityoflakeport.com>; Linda Sobieraj <lsobieraj@cityoflakeport.com>; Michelle Humphrey <mhumphrey@cityoflakeport.com>; Matt Hartzog <mhartzog@cityoflakeport.com>
Subject: [EXTERNAL] Application 2024-005 - Winefest

Hi all,

Please find attached application 2024-005 for the annual Winefest in Library Park for your review and comments.

We would like to submit this for City Council approval at the 02/06/2024 Council meeting, so please have your comments back to me by 01/29/2024.

Thank you for your input.

Hilary Britton

Deputy City Clerk/Records Supervisor

City of Lakeport

225 Park Street

Lakeport, CA 95453

(707) 263-5615 x102

hbritton@cityoflakeport.com

E-mail correspondence and attachments with the City of Lakeport may be subject to the California Public Records Act, and as such may therefore be subject to public disclosure unless otherwise exempt under the Act.

**For Public Records Act requests, please visit our [online public records request system](#)*



RE: Application 2024-005 - Winefest

Ryan Cooley <rcooley@lakeportpolice.org>

Thu 1/25/2024 10:01 AM

To: Hilary Britton <hbritton@cityoflakeport.com>

Hello Hilary,

I have no concerns with this event.

Thanks,

Ryan Cooley
Police Sergeant
Lakeport Police Department
2025 S Main St.
Lakeport, CA 95453
(707)263-5491 ext 124

CONFIDENTIALITY NOTICE: This communication with its contents may contain confidential and/or legally privileged information. It is solely for the use of the intended recipient(s). Unauthorized interception, review, use or disclosure is prohibited and may violate applicable laws including the Electronic Communications Privacy Act. If you are not the intended recipient, please contact the sender and destroy all copies of the communication.

From: Dale Stoebe <dstoebe@lakeportpolice.org>**Sent:** Monday, January 22, 2024 5:09 PM**To:** Ryan Cooley <rcooley@lakeportpolice.org>**Subject:** FW: Application 2024-005 - Winefest

From: Hilary Britton <hbritton@cityoflakeport.com>**Sent:** Monday, January 22, 2024 4:27 PM**To:** Amanda Frazell <Dean.Eichmann@lakecountyca.gov>; Johnnie Lindsey <jjl@paratransit.net>; Lisa Davey-Bates <ldaveybates@dbcteam.net>; Lori Price <lorip@co.lake.ca.us>; Pheakdey Preciado <pheakdey.preciado@lakecountyca.gov>; Ron Ladd <rladd@cityoflakeport.com>; Sheriff's Dept <records@lakecountyca.gov>; Bethany Moss <bmoss@cityoflakeport.com>; Dale Stoebe <dstoebe@lakeportpolice.org>; Katie Carpenter <Katie.Carpenter@lakecountyca.gov>; Kelly Buendia <kbuendia@cityoflakeport.com>; lakeportfire@lakeportfire.com; Patrick Reitz <preitz@lakeportfire.com>; Victor Fernandez <vfernandez@cityoflakeport.com>; Jim Kennedy <jkennedy@cityoflakeport.com>; Linda Sobieraj <lsobieraj@cityoflakeport.com>; Michelle Humphrey <mhumphrey@cityoflakeport.com>; Matt Hartzog <mhartzog@cityoflakeport.com>**Subject:** Application 2024-005 - Winefest

Hi all,

Please find attached application 2024-005 for the annual Winefest in Library Park for your review and comments.

We would like to submit this for City Council approval at the 02/06/2024 Council meeting, so please have your comments back to me by 01/29/2024.



COUNTY OF LAKE
Health Services Department
Environmental Health Division
922 Bevins Court
Lakeport, California 95453-9739
Telephone 707/263-1090
FAX 707/263-4395

Craig Wetherbee
Environmental Health Director

Promoting an Optimal State of Wellness in Lake County

Memorandum

DATE: January 26, 2024

TO: Hillary Britton, Deputy City Clerk/Records Supervisor

FROM: Ashley Brown, Senior EHS

RE: Application No. 2024-005 – Lake County Symphony Association - Winefest

APN: 025-413-01 (SR0005392)

Environmental Health Division is requiring:

1. If there are more than two food vendors, then sponsor must apply and pay for a sponsor Temporary Event application two weeks before the event takes place. Please have the sponsor provide a list of all the food vendors (this includes beer and wine booths).
2. The food vendors must apply and pay for a vendor Temporary Event application one week before the event takes place.
3. If the sponsor is going to have a food booth as well, then the sponsor needs to apply and pay for a vendor Temporary Event application one week before the event takes place.





CITY OF LAKEPORT

225 Park Street
Lakeport, CA 95453

Phone: (707) 263-5615, Ext. 12
Fax: (707) 263-8584

APPLICATION FOR USE OF PUBLIC AREAS

Please note: City Council meetings are held the **FIRST** and **THIRD TUESDAY** of the month. Application forms require City Council approval and must be completed and submitted to the City Clerk at **least ten working days** before the Council meeting at which they will be considered.

This section to be completed by City:

Application Received (Date):	Application No. 2024-006
<input checked="" type="checkbox"/> \$15.00 Application Fee Paid	For Council Meeting of (Date): 02/06/2024

This section to be completed by Applicant (please answer all questions):

Applicant Name: Latinos United of Lake County		Organization Name: Ana Santana
Address: PO BOX 741 Kelseyville CA		Address:
Home Phone: 707 342 9696	Work Phone:	Mobile Phone:
Email Address: latnosunitedoflakecounty@gmail.com		
Other Contact: Angela Cuellar-Marroquin	Phone for Other Contact:	
Organization is: <input checked="" type="checkbox"/> Nonprofit Organization <input type="checkbox"/> For Profit Organization		

Name of Event: Cinco de Mayo Fiesta		
Description of Event: Celebration of Latino Culture		
Specific Location of Event (Map Must be Attached): Library Park between 1st + 3rd Street		
Does this use involve public right of way, streets, or sidewalk? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please indicate specific location:		
If requesting closure of streets, sidewalk, etc., please describe notification procedure for affected businesses and/or residences: Personal contact w/ written letter		
Date(s) of Event: SUNDAY MAY 5, 2024	Total Number of Days: 1	Set Up Time: 7am Time of Event: 11-6pm Tear Down Time: 5:30pm

Specify anticipated number of people (both participants and the public): **500**

Will any vendors be present? Yes ☒ No ☐ Will any food booths be present? Yes ☒ No ☐

Requirements:

- ☒ Electricity (cannot be guaranteed by City)
- ☒ Barricades
- ☒ Street/Sidewalk Closures
- ☒ No irrigation in park prior to event
- ☐ Other (please specify):

Coordination of these requirements must be made through the Public Works Department: (707) 263-0751

Specific City Staff Needs:

- ☒ Police
- ☒ Public Works
- ☒ Parks
- ☐ Other (please specify):

The City reserves the right to bill applicant for related City costs.

Insurance Information:

Specify Insurance Company:

Policy Number:

Expiration Date:

Limits of Coverage:

INSURANCE CERTIFICATE REQUIRED

Note: The insurance certificate provided to the City by your organization's insurance company must name the City of Lakeport as an additional insured for the event specified in this application and must include a copy of any endorsements. The minimum coverage amount required is \$2,000,000. The certificate and endorsements must also be in a form acceptable to risk management and available for review 15 working days prior to the scheduled event.

USE OF ALCOHOL: Is a permit for alcoholic beverages requested? ☐ Yes ☒ No

If you have checked yes, you must obtain a signed permit from the Lakeport Police Department and attach it to this application. This will allow for consumption of alcoholic beverages in connection with the event but will NOT allow for the SALE of alcoholic beverages. If alcoholic beverages are going to be sold or included with the price of any ticket or admission to the event, then the applicant is required to obtain a one-day license from the California Department of Alcoholic Beverage Control. This one-day permit would be required in addition to a permit by the Lakeport Police Department.

HOLD HARMLESS AGREEMENT

In consideration of allowing the event(s) specified in this application, and to the fullest extent permitted by law, I/we agree to indemnify and hold harmless the City of Lakeport, its officers, agents, employees, and volunteers against and from any and all liability claims, lawsuits, damages, losses, expenses, and costs brought for, or on account of, injuries to or death of any person or persons, including myself and this organization, or damage to or destruction of property, arising out of, or other occurrence during or in connection with the foregoing event(s).

Dated: 01-15-2024

Signature of Applicant

Responsible Official of Applicant Organization

STAFF RESPONSE

This section to be completed by City and Other Affected Agencies:

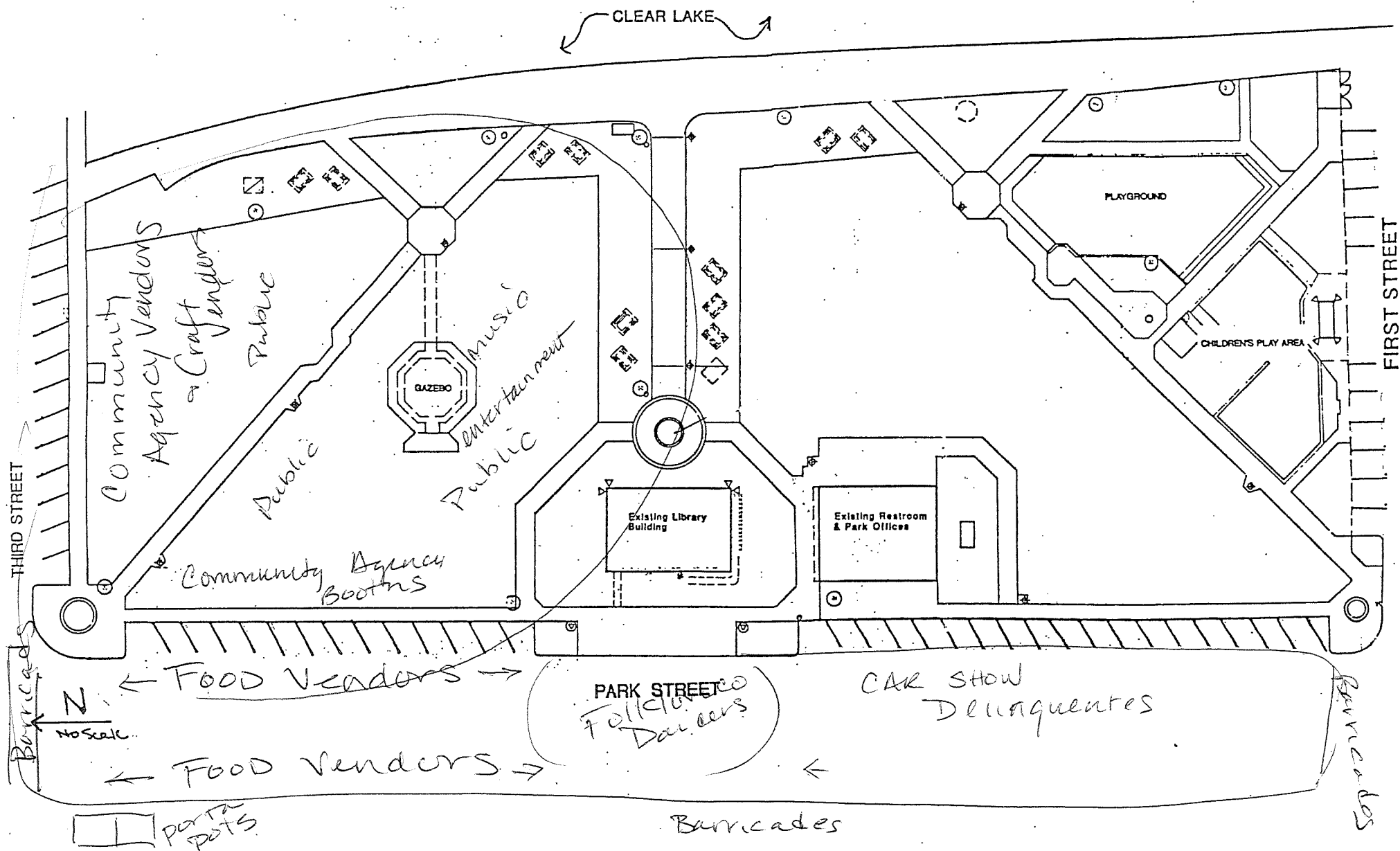
Staff Name:		Department:	
<input type="checkbox"/> No Fiscal Impact	<input type="checkbox"/> Fiscal Impact (Describe/Include Estimated Costs)	<input type="checkbox"/> Police <input type="checkbox"/> Public Works <input type="checkbox"/> Parks	<input type="checkbox"/> Other (please specify):
The following will be Required:			
<input type="checkbox"/> Business License <input type="checkbox"/> ABC License		<input type="checkbox"/> Health Department Permit <input type="checkbox"/> Other (Specify):	
Staff Comments:			

This section to be completed by City Clerk following Council meeting:

Considered at Council Meeting (Date):	<input type="checkbox"/> Application Approved <input type="checkbox"/> Application Denied <input type="checkbox"/> Application Approved With Conditions (See Below)
Conditions of Approval:	

☐ Attachments (specify):

LIBRARY PARK CITY OF LAKEPORT





COUNTY OF LAKE
Health Services Department
Environmental Health Division
922 Bevins Court
Lakeport, California 95453-9739
Telephone 707/263-1090
FAX 707/263-4395

Craig Wetherbee
Environmental Health Director

Promoting an Optimal State of Wellness in Lake County

Memorandum

DATE: January 26, 2024
TO: Hillary Britton, Deputy City Clerk/Records Supervisor
FROM: Ashley Brown, Senior EHS
RE: Application No. 2024-006 – Latinos United of Lake
County – Cinco de Mayo Fiesta
APN: 025-413-01 (SR0005393)

Environmental Health Division is requiring:

1. If there are more than two food vendors, then sponsor must apply and pay for a sponsor Temporary Event application two weeks before the event takes place. Please have the sponsor provide a list of all the food vendors (this includes beer and wine booths).
2. The food vendors must apply and pay for a vendor Temporary Event application one week before the event takes place.
3. If the sponsor is going to have a food booth as well, then the sponsor needs to apply and pay for a vendor Temporary Event application one week before the event takes place.





225 Park Street
Lakeport, CA 95453

CITY OF LAKEPORT

Please Note:
Bounce Houses and Waterslides are prohibited

Phone: (707) 263-5615, Ext. 102
Fax: (707) 263-8584

APPLICATION FOR USE OF PUBLIC AREAS

Please note: City Council meetings are held the **FIRST** and **THIRD TUESDAY** of the month. Application forms require City Council approval and must be completed and submitted to the City Clerk **at least one month** prior to the Council meeting at which they will be considered.

This section to be completed by City:

Application Received (Date): 01/25/2024	Application No. 2024-007
<input checked="" type="checkbox"/> \$15.00 Application Fee Paid	For Council Meeting of (Date): 02/06/2024

This section to be completed by Applicant (please answer all questions with as much detail as possible):

Applicant Name: Kendra Boyce		Organization Name: LC Behavioral Health Services	
Address: 6302 Thirteenth Ave. Lucerne, CA. 95458		Address: 6302 Thirteenth Ave. Lucerne, CA. 95458	
Home Phone:	Work Phone:	Mobile Phone: 707.295.4950	
Email Address: kendra.boyce@lakecountycalifornia.gov		Website/Facebook Page:	
Other Contact:		Phone for Other Contact:	
Organization is: <input type="checkbox"/> Nonprofit Organization <input checked="" type="checkbox"/> For Profit Organization			

Name of Event: Mental Health Matters Day			
Description of Event: Mental health awareness and local resource event.			
Public Area of Use: <input type="checkbox"/> Main Street <input checked="" type="checkbox"/> Library Park <input type="checkbox"/> Silveira Community Center Parking Lot <input type="checkbox"/> Xabatin Community Park			
Specific Location of Event (Map Must be Attached): the gazebo and the grass areas around. Map Attached.			
Does this use involve public right of way, streets, or sidewalk? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please indicate specific location:			
If requesting closure of streets, sidewalk, etc., please describe notification procedure for affected businesses and/or residences:			
Date(s) of Event: Saturday, May 11th, 2024		Total Number of Days: 1 day	Set Up Time: 9:00 am Time of Event: - 10:00 am Tear Down Time: 2:00 pm
Specify anticipated number of people (both participants and the public): 100			
Will any vendors be present? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Will any food booths be present? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			
Requirements: <input checked="" type="checkbox"/> Electricity (cannot be guaranteed by City) <input type="checkbox"/> Barricades <input type="checkbox"/> Street/Sidewalk Closures <input checked="" type="checkbox"/> No irrigation in park prior to event <input type="checkbox"/> Other (please specify): Coordination of these requirements must be made through the Public Works Department: (707) 263-0751		Specific City Staff Needs: <input type="checkbox"/> Police <input type="checkbox"/> Public Works <input type="checkbox"/> Parks <input type="checkbox"/> Other (please specify): The City reserves the right to bill applicant for related City costs.	
INSURANCE CERTIFICATE REQUIRED Note: The insurance certificate provided to the City by your organization's insurance company must name the City of Lakeport as an additional insured for the event specified in this application and must include a copy of any endorsements, including Waiver of Subrogation. The insurance provided to the City as an additional insured shall be primary to, and non-contributory with any insurance or self-insurance program maintained by the City. The minimum coverage amount required is \$2,000,000. The certificate and endorsements must also be in a form acceptable to risk management and available for review 15 working days prior to the scheduled event.			

USE OF ALCOHOL: Is a permit for alcoholic beverages requested? ☐ Yes ☒ No

If you have checked yes, you must obtain a signed permit from the Lakeport Police Department and attach it to this application. This will allow for consumption of alcoholic beverages in connection with the event but will NOT allow for the SALE of alcoholic beverages. If alcoholic beverages are going to be sold or included with the price of any ticket or admission to the event, then the applicant is required to obtain a one-day license from the California Department of Alcoholic Beverage Control. This one-day permit would be required in addition to a permit by the Lakeport Police Department.

HOLD HARMLESS AGREEMENT

In consideration of allowing the event(s) specified in this application, and to the fullest extent permitted by law, I/we agree to indemnify and hold harmless the City of Lakeport and its agents and "employees" from and against any injury, damage, claims, actions or suits arising out of the herein described Event, including those caused by negligence of the parties being indemnified and/or any dangerous condition of property of the parties being indemnified, and further agrees to defend and indemnify the City of Lakeport from and against any injury, damage, claims, actions or suits arising out of or connected with the foregoing event(s).

COVID-19 WAIVER

I, the undersigned, acknowledge the contagious nature of COVID-19 and voluntarily assume the risk that myself and others attending my event may be exposed to or infected by COVID-19. I agree to having all attendees follow CDC and Lake County Department of Public Health recommendations for enhanced health and safety measures related to COVID-19 and follow all posted instructions while using City facilities; including requirements for social distancing, wearing of face coverings, participant grouping, types of activities allowed, and potential limits on event size.

Elise Jones

Digitally signed by Elise Jones
DN: cn=Elise Jones, o, ou,
email=ehaas@mendocino.edu, c=US
Date: 2024.01.25 10:13:31 -0800

Dated: 1/25/24

Signature of Applicant

Responsible Official of Applicant Organization

STAFF RESPONSE

This section to be completed by City and Other Affected Agencies:

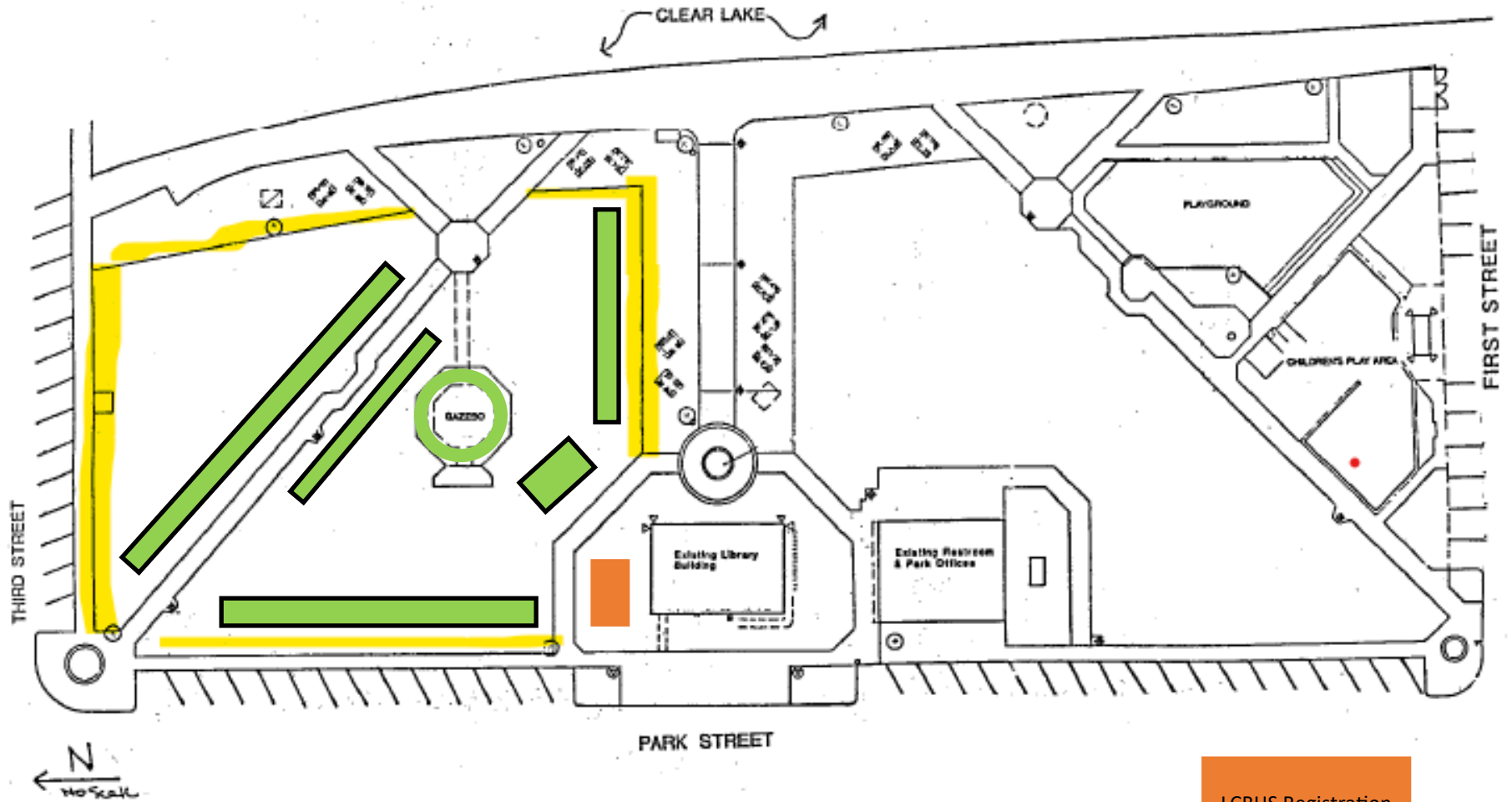
Staff Name:		Department:	
<input type="checkbox"/> No Fiscal Impact	<input type="checkbox"/> Fiscal Impact (Describe/Include Estimated Costs)	<input type="checkbox"/> Police <input type="checkbox"/> Public Works <input type="checkbox"/> Parks	<input type="checkbox"/> Other (please specify):
The following will be Required:			
<input type="checkbox"/> Business License <input type="checkbox"/> ABC License		<input type="checkbox"/> Health Department Permit <input type="checkbox"/> Other (Specify):	
Staff Comments:			

This section to be completed by City Clerk following Council meeting:

Considered at Council Meeting (Date):	<input type="checkbox"/> Application Approved <input type="checkbox"/> Application Denied <input type="checkbox"/> Application Approved With Conditions (See Below)
Conditions of Approval:	

☐ Attachments (specify):

LIBRARY PARK CITY OF LAKEPORT



Area use

Booth Area

LCBHS Registration
MHSA Outreach &
Prevention Booth

RE: Application 2024-007 - Mental Health Matters

Ryan Cooley <rcooley@lakeportpolice.org>

Mon 1/29/2024 9:08 AM

To: Hilary Britton <hbritton@cityoflakeport.com>

Hello Hilary,

I do not have any questions regarding this event.

Thanks,

Ryan Cooley
Police Sergeant
Lakeport Police Department
2025 S Main St.
Lakeport, CA 95453
(707)263-5491 ext 124

CONFIDENTIALITY NOTICE: This communication with its contents may contain confidential and/or legally privileged information. It is solely for the use of the intended recipient(s). Unauthorized interception, review, use or disclosure is prohibited and may violate applicable laws including the Electronic Communications Privacy Act. If you are not the intended recipient, please contact the sender and destroy all copies of the communication.

From: Dale Stoebe <dstoebe@lakeportpolice.org>
Sent: Thursday, January 25, 2024 12:42 PM
To: Ryan Cooley <rcooley@lakeportpolice.org>
Subject: Fwd: Application 2024-007 - Mental Health Matters

Dale Stoebe

Captain
Lakeport Police Department
2025 S Main St.
Lakeport, CA 95453
(707)263-9654direct/(707)367-1203mobile(707)263-3846fax

CONFIDENTIALITY NOTICE: This communication with its contents may contain confidential and/or legally privileged information. It is solely for the use of the intended recipient(s). Unauthorized interception, review, use or disclosure is prohibited and may violate applicable laws including the Electronic Communications Privacy Act. If you are not the intended recipient, please contact the sender and destroy all copies of the communication.

From: Hilary Britton <hbritton@cityoflakeport.com>
Sent: Thursday, January 25, 2024 3:35:15 PM

To: Amanda Frazell <Dean.Eichmann@lakecountycalifornia.gov>; Johnnie Lindsey <jjl@paratransit.net>; Lisa Davey-Bates <ldaveybates@dbcteam.net>; Lori Price <lorip@co.lake.ca.us>; Pheakdey Preciado <pheakdey.preciado@lakecountycalifornia.gov>; Ron Ladd <rladd@cityoflakeport.com>; Sheriff's Dept <records@lakecountycalifornia.gov>; Dale Stoebe <dstoebe@lakeportpolice.org>; Victor Fernandez <vfernandez@cityoflakeport.com>; Bethany Moss <bmoss@cityoflakeport.com>; Katie Carpenter <Katie.Carpenter@lakecountycalifornia.gov>; Kelly Buendia <kbuendia@cityoflakeport.com>; lakeportfire@lakeportfire.com <lakeportfire@lakeportfire.com>; Patrick Reitz <preitz@lakeportfire.com>; Jim Kennedy <jkennedy@cityoflakeport.com>; Linda Sobieraj <lsobieraj@cityoflakeport.com>; Matt Hartzog <mhartzog@cityoflakeport.com>; Michelle Humphrey <mhumphrey@cityoflakeport.com>

Subject: Application 2024-007 - Mental Health Matters

Hi all,

Please find attached application 2024-007 for the 2024 Mental Health Matters event for your review and comments.

We would like to submit this for Council approval at the 02/06/2024 Council meeting, so please have your comments back to me by 01/30/2024.

Thank you for your feedback.

Hilary Britton

Deputy City Clerk/Records Supervisor

City of Lakeport

225 Park Street

Lakeport, CA 95453

(707) 263-5615 x102

hbritton@cityoflakeport.com

E-mail correspondence and attachments with the City of Lakeport may be subject to the California Public Records Act, and as such may therefore be subject to public disclosure unless otherwise exempt under the Act.

**For Public Records Act requests, please visit our [online public records request system](#)*





CITY OF LAKEPORT

City Council ☒
City of Lakeport Municipal Sewer District ☐
Lakeport Redevelopment Successor Agency ☐
Lakeport Industrial Development Agency ☐
Municipal Financing Agency of Lakeport ☐

STAFF REPORT

RE: Notice of Completion for 22-09 Storm Drain Slip Line Project

MEETING DATE: 02/06/2024

SUBMITTED BY: Ron Ladd, Public Works Director

PURPOSE OF REPORT: ☐ Information only ☐ Discussion ☒ Action Item

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to adopt a resolution accepting the Storm Drain Slip Line Project, Bid 22-09, as complete and authorize the City Manager to file a Notice of Completion.

BACKGROUND/DISCUSSION:

On May 17, 2022, the City Council awarded a Construction Contract to Miskis Services Inc., for the Storm Drain Slip Line Project, Bid 22-09, in the amount of \$89,280.00.

The City of Lakeport Public Works Department has reviewed the project and determined that it has been completed in substantial compliance with the project plans and specifications. The total cost of the construction contract came to \$91,958.40.

OPTIONS:

No other options recommended

FISCAL IMPACT:

☐ None ☐ \$ Budgeted Item? ☒ Yes ☐ No

Budget Adjustment Needed? ☐ Yes ☐ No If yes, amount of appropriation increase: \$

Affected fund(s): ☐ General Fund ☐ Water OM Fund ☐ Sewer OM Fund ☐ Other:

Comments:

COUNCIL PRIORITIES:



☐ Priority #1: Public Safety & Crisis Response

☐ Priority #2: Disaster Resiliency



☒ Priority #3: Good Governance & Fiscal Stability



☒ Priority #4: Capital Infrastructure Improvement



☐ Priority #5: Safe, Sustainable & Attractive Neighborhoods



☐ Priority #6: Economic Development

SUGGESTED MOTIONS:

Move to adopt the resolution accepting construction of the Storm Drain Slip Line Project, Bid 22-09 by Miskis Services Inc. and authorize the City Manager to execute and file the Notice of Completion with the Lake County Clerk.

Attachments:

1. Resolution
2. Notice of Completion

RESOLUTION NO. XXX__ (2024)

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEPORT ACCEPTING
CONSTRUCTION OF THE STORM DRAIN SLIP LINE PROJECT 22-09, AND AUTHORIZING THE
FILING OF THE NOTICE OF COMPLETION**

WHEREAS, the final inspection of the Storm Drain Slip Line Project, Bid 22-09 was made by the City of Lakeport's Public Works Department; and

WHEREAS, it was determined that the work for this project has been completed in substantial compliance with the project plans and specifications.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKEPORT AS
FOLLOWS:**

1. The City Council hereby accepts the work as completed on the Storm Drain Slip Line Project, Bid 22-09
2. The City Manager is authorized and directed to execute the Notice of Completion to be filed with the County of Lake.

The foregoing Resolution was adopted at a regular meeting of the City Council of the City of Lakeport held on the XXth day of XXXXX, 2024 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

APPROVED:

Michael Froio, Mayor
City of Lakeport

ATTEST:

Kelly Buendia, City Clerk
City of Lakeport

RECORDING REQUESTED BY
City of lakeport

AND WHEN RECORDED MAIL THIS DEED,
UNLESS OTHERWISE SHOWN BELOW.
MAIL TAX STATEMENTS TO:

City of Lakeport Attn: Olivia Grupp
225 Park Street
Lakeport, CA 95453
Complimentary recording request pursuant to
Government Code § 27383

SPACE ABOVE THIS LINE FOR RECORDER'S USE

Notice of Completion

NOTICE is hereby given that:

1. The Undersigned is owner of the interest stated below in the property hereinafter described:
2. The NAME (including that of the undersigned), ADDRESS and NATURE OF TITLE of every person owning any interest in such property is as follows:

City of Lakeport

225 Park St, Lakeport, CA 95453

Fee Simple

(NAME OF UNDERSIGNED)

3. The names and addresses of the transferors of the undersigned owner: (to be shown if the undersigned is a successor in interest of the owner who caused the improvement to be constructed, etc.)

4. A work of improvement on the property hereinafter described was COMPLETED ON 11/22/2023

5. The name of the CONTRACTOR for such work of improvement was Miksis Services Inc.
P.O. Box 591-I, Healdsburg, CA 95448

(If no Contractor, insert "NONE")

6. The property on which said work of improvement was completed is in the City of Lakeport, county of Lake State of California, and is described as follows: Installed 20" slip line,

7. The street address of said property is: 1470 N Main Street

Dated: 2/6/2024

Signature of
Owner or Owners

}

Kevin Ingram, City Manager

Verification for NON-INDIVIDUAL owner: I, the undersigned, declare under penalty of perjury under the laws of the State of California that I am the City Manager of the aforesaid interest or estate in
("PRESIDENT, PARTNER, MANAGER, AGENT, ETC.")

the property described in the above notice; that I have read the said notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.

Date and Place

(Signature of person signing on behalf of owner))



CITY OF LAKEPORT

City Council ☒
City of Lakeport Municipal Sewer District ☐
Lakeport Redevelopment Successor Agency ☐
Lakeport Industrial Development Agency ☐
Municipal Financing Agency of Lakeport ☐

STAFF REPORT

RE: Notice of Completion for Lakefront Park Fencing #23-08

MEETING DATE: 02/06/2024

SUBMITTED BY: Ron Ladd, Public Works Director

PURPOSE OF REPORT: ☐ Information only ☐ Discussion ☒ Action Item

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to adopt a resolution accepting the Lakefront Park Fencing Project, Bid #23-08, as complete and authorize the City Manager to file a Notice of Completion.

BACKGROUND/DISCUSSION:

On November 7, 2023, the City Council awarded a Public Works Purchase Order to Humboldt Fence Company, for the Lakefront Park Fence Project, Bid #23-08, in the amount of \$28,740.00.

The City of Lakeport Public Works Department has reviewed the project and determined that it has been completed in substantial compliance with the project plans and specifications. The total cost of the construction contract came out to \$28,740.00.

OPTIONS:

No other options recommended

FISCAL IMPACT:

☒ None ☐ \$ Budgeted Item? ☒ Yes ☐ No

Budget Adjustment Needed? ☐ Yes ☒ No If yes, amount of appropriation increase: \$

Affected fund(s): ☒ General Fund ☐ Water OM Fund ☐ Sewer OM Fund ☐ Other:

Comments:

COUNCIL PRIORITIES:



☐ Priority #1: Public Safety & Crisis Response



☐ Priority #2: Disaster Resiliency



☒ Priority #3: Good Governance & Fiscal Stability



☐ Priority #4: Capital Infrastructure Improvement



☐ Priority #5: Safe, Sustainable & Attractive Neighborhoods



☐ Priority #6: Economic Development

SUGGESTED MOTIONS:

Move to adopt the resolution accepting installation of the Lakefront Park Fence Project by Humboldt Fence Company and authorize the City Manager to execute and file the Notice of Completion with the Lake County Clerk.

Attachments:

1. Resolution
2. Notice of Completion

RESOLUTION NO. _____ (2024)

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEPORT ACCEPTING
INSTALLATION OF THE LAKEFRONT PARK FENCE PROJECT 23-08, AND AUTHORIZING THE
FILING OF THE NOTICE OF COMPLETION**

WHEREAS, the final inspection of the Lakefront Park Fence Project, Bid 23-08 was made by the City of Lakeport's Public Works Department; and

WHEREAS, it was determined that the work for this project has been completed in substantial compliance with the project plans and specifications.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKEPORT AS
FOLLOWS:**

1. The City Council hereby accepts the work as completed on the Lakefront Park Fence Project, Bid #23-08.
2. The City Manager is authorized and directed to execute the Notice of Completion to be filed with the County of Lake.

The foregoing Resolution was adopted at a regular meeting of the City Council of the City of Lakeport held on the on the 6th day of February, 2024 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

APPROVED:

Michael Froio, Mayor
City of Lakeport

ATTEST:

Kelly Buendia, City Clerk
City of Lakeport

**RECORDING REQUESTED BY
City of Lakeport**

**AND WHEN RECORDED MAIL THIS DEED,
UNLESS OTHERWISE SHOWN BELOW.**

MAIL TAX STATEMENTS TO:

City of Lakeport Attn: Olivia Grupp
225 Park Street
Lakeport, CA 95453
Complimentary recording request pursuant to
Government Code § 27383

SPACE ABOVE THIS LINE FOR RECORDER'S USE

Notice of Completion

NOTICE is hereby given that:

1. The Undersigned is owner of the interest stated below in the property hereinafter described:
2. The NAME (including that of the undersigned), ADDRESS and NATURE OF TITLE of every person owning any interest in such property is as follows:

City of Lakeport

225 Park St, Lakeport, CA 95453

Fee Simple

(NAME OF UNDERSIGNED)

3. The names and addresses of the transferors of the undersigned owner: (to be shown if the undersigned is a successor in interest of the owner who caused the improvement to be constructed, etc.)

4. A work of improvement on the property hereinafter described was COMPLETED ON 1/3/2024

5. The name of the CONTRACTOR for such work of improvement was Humboldt Fence Company
564 State Hwy 36
Fortuna, CA 95540

(If no Contractor, insert "NONE")

6. The property on which said work of improvement was completed is in the City of Lakeport,
county of Lake State of California, and is described as follows:

For public safety and park security, install 4 ft high chain link fence and gates at the new Lakefront Park (Xabatin Park).

7. The street address of said property is: 800 North Main Street, Lakeport, CA 95453

Dated: _____

Signature of
Owner or Owners }

Verification for NON-INDIVIDUAL owner: I, the undersigned, declare under penalty of perjury under the laws of the State of California that I am the City Manager of the aforesaid interest or estate in
("PRESIDENT, PARTNER, MANAGER, AGENT, ETC.")

the property described in the above notice; that I have read the said notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.

Date and Place

(Signature of person signing on behalf of owner))



MINUTES
MEASURE Z ADVISORY COMMITTEE
REGULAR MEETING
City Council Chamber, City Hall, 225 Park Street, Lakeport, CA
January 17, 2024

1. CALL TO ORDER

Chair Rollins opened the meeting at 5:30 p.m. with Committee Members Harper, Jordan, King, Sombs and Rollins present.

The following staff were present: City Manager Kevin Ingram, Assistant City Manager Nick Walker and Administrative Services Director/City Clerk Kelly Buendia.

2. APPROVAL OF MINUTES

Committee member King made a motion; seconded by Committee member Harper and carried unanimously 5-0-0, to approve the Minutes of July 19, 2023, regular meeting.

3. PUBLIC INPUT

No input was offered by the public.

4. DISCUSSION/ACTION ITEMS

A. Election of Officers

The Chair opened nominations for Chairperson and Vice Chairperson with the recommended term ending 12/31/2024.

Committee member Sombs nominated Zach Jordan for Chairperson with a term ending 12/31/24; the nomination was accepted and unanimously carried by voice vote 5-0-0.

Committee member King nominated Meg Harper for Vice Chairperson with a term ending 12/31/24; the nomination was accepted and unanimously carried by voice vote 5-0-0.

B. 2024 Calendar of Meetings

The Clerk presented the 2024 calendar of meetings.

Committee member Harper made a motion; seconded by Committee member King and carried unanimously 5-0-0, to approve the 2024 calendar of meetings.

CITIZEN MEMBERS: Meg Harper, Zach Jordan, Susan King, Dennis Rollins, and Laura Sombs.

STAFF MEMBERS: Kevin Ingram; City Manager; Nick Walker, Finance Director; Kelly Buendia, City Clerk

C. 2022-23 Budget to Actual

Assistant City Manager reviewed the 2022-23 Budget to Actual Comparison report, acknowledging that the cost of ongoing expenses are outpacing incoming revenues, leaving a limited pool of funds for projects. The Committee discussed and received updates on expenditures and projects.

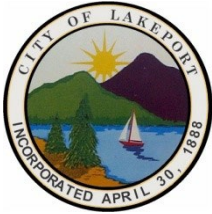
5. ADJOURN

Chair Jordan adjourned the meeting at 5:55 p.m. with the next meeting scheduled for Wednesday, April 17, 2024, at 5:30 p.m.

Kelly Buendia, City Clerk

CITIZEN MEMBERS: Meg Harper, Zach Jordan, Susan King, Dennis Rollins, and Laura Sombs.

STAFF MEMBERS: Kevin Ingram; City Manager; Nick Walker, Finance Director; Kelly Buendia, City Clerk



CITY OF LAKEPORT

City Council ☒

City of Lakeport Municipal Sewer District ☐

Lakeport Industrial Development Authority ☐

Municipal Financing Agency of Lakeport ☐

STAFF REPORT

RE: Ordinance Amending City Manager's Powers and Duties to Include Contract Signing and Design Approval Authority

MEETING DATE: 02/06/2024

SUBMITTED BY: Kelly Buendia, Administrative Services Director

PURPOSE OF REPORT: ☐ Information only ☐ Discussion ☒ Action Item

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

Staff recommends that the City Council conduct a first reading and public hearing for an Ordinance amending the City Manager's powers and duties to include design approval authority for public improvement projects and the power to sign written contracts and conveyances made or entered into by the city when expressly authorized.

BACKGROUND/DISCUSSION:

When projects are authorized to be advertised or bids are awarded by the City Council, language is typically included in the City Council action to approve plans and specifications. There are situations where the City Council does not approve plans and specifications, such as small projects, or there are change orders during construction. These situations would benefit from the ability of the City to respond quickly, without having to bring the matter before the City Council at a noticed public hearing.

Government Code Section 830.6 provides public agencies with a design immunity defense for any public works projects designed and constructed by the public agency, provided that the design was approved in advance of the construction by the agency's legislative body or by an employee authorized by the legislative body to give such design approval. If the City Council desires to authorize the City Manager or his or her designee to exercise design approval authority, staff recommends that to ensure the City retains the design immunity protection afforded by state law, the City Council codify the delegation to the City Manager or his or her designee in the City's Municipal Code.

It is important to note that the proposed Ordinance does not in any way impact or change the City Council's discretionary authority to approve projects and appropriate project funding pursuant to other applicable City policies and procedures. The Ordinance also does not circumvent other established project design review and approval processes.

Separately, Government Code Section 40602 provides that the City Council may authorize the City Manager to sign all written contracts and conveyances made or entered into by the City just as they may be signed by the Mayor. Currently, the Municipal Code limits the City Manager signing authority to professional services agreements, unless specifically delegated signing authority by City Council motion or resolution. Staff recommends that the City Council codify this City Manager authorization so that either the City Manager or Mayor may sign approved written contracts and conveyances once the contract is approved by the Council. This

authorization will protect the validity of executed contracts and conveyances in the event that the City Council neglects to specify the City Manager can sign, in a particular case.

This proposed amendment does not in any way impact or change the City Council's discretionary authority to approve written contracts or conveyances, or circumvent other established contract review and approval processes.

OPTIONS:

FISCAL IMPACT:

☒ None Budgeted Item? ☐ Yes ☐ No

Budget Adjustment Needed? ☐ Yes ☐ No If yes, amount of appropriation increase:

Affected fund(s): ☐ General Fund ☐ Water OM Fund ☐ Sewer OM Fund ☐ Other:

Comments: None

COUNCIL PRIORITIES:



☐ Priority #1: Public Safety & Crisis Response

☐ Priority #2: Disaster Resiliency



☒ Priority #3: Good Governance & Fiscal Stability



☒ Priority #4: Capital Infrastructure Improvement



☐ Priority #5: Safe, Sustainable & Attractive Neighborhoods



☐ Priority #6: Economic Development

SUGGESTED MOTIONS:

Move to introduce an Ordinance of the City Council of the City of Lakeport amending Section 2.10.110 of Chapter 2.10 of Title 2 of the Lakeport Municipal Code to authorize City Manager to sign written contracts and conveyances and have design approval authority.

☒ **Attachments:**

1. Ordinance XXX amending Section 2.10.110 (Powers and duties of the city manager.) of Chapter 2.10 (City Manager) of Title 2 (Administration and Personnel) of the City of Lakeport Municipal Code.

ORDINANCE NUMBER XXXX

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAKEPORT AMENDING SECTION 2.10.110 OF CHAPTER 2.10 OF TITLE 2 OF THE LAKEPORT MUNICIPAL CODE TO AUTHORIZE THE CITY MANAGER TO SIGN WRITTEN CONTRACTS AND CONVEYANCES AND HAVE DESIGN APPROVAL AUTHORITY

WHEREAS, Government Code Section 830.6 provides that neither a public entity nor a public employee is liable for an injury caused by the plan or design of a construction of, or an improvement to, public property where such plan or design has been approved in advance of the construction or improvement by the legislative body of a public entity or by some other body or employee exercising discretionary authority to give such approval or where such plan or design is prepared in conformity with standards previously so approved;

WHEREAS, public interest and convenience and the retention of the design immunity protection under Government Code Section 830.6 require the City Council of the City of Lakeport to delegate by ordinance to the City Manager or to his or her designee the authority to approve plans and designs for City public improvement projects;

WHEREAS, such delegation of design approval authority does not change the City Council's discretion and authority to approve projects and appropriate project funding pursuant to other applicable City policies, procedures and codes, or circumvent other established project design review and approval processes;

WHEREAS, Government Code Section 40602 provides that the City Council may authorize the City Manager to sign all written contracts and conveyances made or entered into by the City as may be signed by the Mayor;

WHEREAS, public interest and convenience support authorization of the City Manager to sign written contracts and conveyances made or entered into by the City when authorized by appropriate resolution or motion of the City Council; and

WHEREAS, such delegation of signatory authority does not change the City Council's discretion and authority to approve written contracts and conveyances pursuant to applicable City policies, procedures and codes, or circumvent other established contract review and approval processes.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEPORT DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. AMENDMENT OF CODE. Section 2.10.110 [Powers and duties of city manager.] of Chapter 2.10 [City Manager] of Title 2 [Administration and Personnel] of the City of Lakeport Municipal Code is hereby amended to read as follows, with additions denoted by underlined text and deletions denoted by ~~struck through~~ text:

2.10.110 Powers and duties of city manager.

The city manager shall be the chief administrative officer of the city and the city of Lakeport municipal sewer district, and the executive director of the Lakeport redevelopment agency, and other duties as assigned. The manager may head one or more departments and shall be responsible to the city council for the proper administration of all affairs of the city. To that end, he/she shall have the power and shall be required to, and shall be the duty and responsibility to:

- A. Authority Over Employees. Control, order, and give directions to all department heads (with the exception of the city attorney) and to subordinate officers and employees of the city under his/her jurisdiction through their department heads;
- B. Appointment and Removal of Employees. Oversee, appoint, remove, promote, demote, suspend, or dismiss all officers and employees of the city under him/her through their department heads (except the city attorney), subject to all applicable laws and personnel rules and regulations;
- C. Departmental Cooperation. All subordinate officers, including the city attorney, shall assist the city manager in administering the affairs of the city efficiently, economically, and harmoniously. Department heads and the city clerk responsible to the city manager shall take direction only from the city manager;
- D. Administrative Reorganization. Conduct studies and recommend to the city council administrative reorganization of offices, positions, or units under his/her direction as may be indicated in the interest of efficient, effective, and economical conduct of the city's business;
- E. Enforcement of Laws. Insure that all laws, ordinances, and policies of the city are duly enforced and that all franchises, permits, and privileges granted by the city are faithfully observed, as well as state and federal laws;
- F. Representation of City. Represent the city in its negotiations and working relationships with the state, the county, and other governmental jurisdictions; provided that any contracts negotiated for the exchange of services from any such other governmental jurisdiction shall be subject to approval by the city council;
- G. Performance of Duties of City Auditor. Perform or have performed by a properly qualified certified public accountant all the duties and powers imposed by law on a city auditor;
- H. Attendance at Council Meetings. Attend meetings of the city council unless excused therefrom by the council, except when his/her removal is under consideration by the council;
- I. Recommended Activities. Recommend to the city council adoption of such measures, including ordinances and resolutions, as he/she may deem necessary or expedient for the health, safety, or welfare of the community or for the improvement of administrative services;
- J. Advise as to Finances. Keep the city council at all times fully advised as to the financial conditions and needs of the city;
- K. Preparation of the Budget. Prepare and submit to the city council the proposed annual budget;
- L. Purchase of Supplies. Enforce and supervise, subject to and in accordance with the city purchasing policy, the purchase and acquisition in any lawful manner of all property, equipment, services, material, and supplies for the city and for all departments and divisions thereof, provided the purchase or acquisition thereof has been approved by the city council or is included in a budget which has been approved and adopted by the city council. No expenditure shall be submitted or recommended to the city council except on report or approval of the city manager;
- M. Investigation of City Affairs and Complaints. Investigate the affairs of the city or any department or division thereof. Investigate all complaints in relation to matters concerning the administration of the government of the city, and in regard to service maintained by the public utilities in the city, and see that all franchises, permits, and privileges granted by the city are faithfully performed and observed;

N. Supervision of Public Property. Exercise general supervision over all public buildings, public parks, and all other public property which is under the control and jurisdiction of the city council;

O. Hours of Employment. Devote the entire working time of the city manager to the duties of this office, as assigned by the city council, and shall be granted administrative leave compensation for time spent as provided by the city council;

P. Performance of Delegated Duties. Perform such other duties and exercise such other powers as may be delegated to the city manager from time to time by ordinance or resolution or other action of the city council;

Q. Attendance at Commission and Board Meetings. Attend any and all meetings of any commissions or boards heretofore or hereafter created by the city council upon the city manager's own volition or upon direction of the city council. The city manager shall be heard by such commissions and boards as to all matters upon which he/she wishes to address;

R. Authorization for Written Contracts and Conveyances. ~~Professional Services. Approve and sign contracts for any special and professional services as authorized by the city council~~ To sign written contracts and conveyances made or entered into by the city when expressly authorized by appropriate resolution or motion of the city council in particular cases, as may be signed by the mayor, and as authorized pursuant to Government Code section 40602. Either the city manager or mayor may sign if so authorized;

S. Personnel Plan. Oversee the preparation and update of the personnel rules and regulations and procedures and classification plans and establish proper administrative policies and directives and handle all negotiations, grievances, and personnel actions;

T. Preparation of Compensation Plan. Oversee the preparation and submission of, and the recommendation to the city council, a compensation plan for all appointed officers and employees of the city;

U. Leadership in Civic Activities. Provide leadership, participate, and be involved in civic activities designated to benefit the residents of the city;

V. Communications. Provide periodic reports keeping the city council informed of his/her activities and involvement with individual council members.

W. Approval of Plans and Designs. To exercise directly or through his or her designee discretionary approval of plans, designs and any design amendments or addenda for public improvement projects. The city manager or his or her designee shall sign the plans and designs.

SECTION 2. SEVERABILITY. If any section of this ordinance, or part hereof, is held by a court of competent jurisdiction in a final judicial action to be void, voidable or unenforceable, such section, or part hereof, shall be deemed severable from the remaining sections of this ordinance and shall in no way affect the validity of the remaining sections hereof.

SECTION 3. CALIFORNIA ENVIRONMENTAL QUALITY ACT DETERMINATION. The City Council hereby finds that this ordinance is not subject to the provisions of the California Environmental Quality Act ("CEQA") because the activity is not a project as defined by Section 15378 of the CEQA Guidelines. The ordinance has no potential for resulting in physical change to the environment either directly or indirectly.

SECTION 4. EFFECTIVE DATE AND PUBLISHING. This ordinance shall take effect 30 days after adoption. The City Clerk shall cause publication of the ordinance within 15 days after passage in a newspaper of general circulation published and circulated in the city or, if none, the posting of the ordinance in at least three public places in the City. Within 15 days after the adoption of the ordinance amendment, a summary of the amendment shall be published with the names of the Council members voting for and against the amendment.

INTRODUCED on this 6th day of February, 2024.

PASSED AND ADOPTED as an ordinance of the City of Lakeport at a regular meeting of said Council on this XXX day of XXXX, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Michael Froio, Mayor

ATTEST:

Kelly Buendia, City Clerk



CITY OF LAKEPORT

City Council ☒
City of Lakeport Municipal Sewer District ☐
Lakeport Redevelopment Successor Agency ☐
Lakeport Industrial Development Agency ☐
Municipal Financing Agency of Lakeport ☐

STAFF REPORT

RE: Return of Surplus Ambulance to Lakeport Fire Protection District

MEETING DATE: 02/06/2024

SUBMITTED BY: Kevin M. Ingram, City Manager

PURPOSE OF REPORT: ☐ Information only ☐ Discussion ☒ Action Item

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to authorize the return of surplus ambulance vehicle to the Lakeport Fire Protection District as a donation for retrofit and return to active ambulatory service.

BACKGROUND/DISCUSSION:

In June 2021, the Lakeport City Council accepted a surplus ambulance donated by the Lakeport Fire Protection District. The intention was to repurpose it as a police command vehicle. However, to date, the City has been unable to secure necessary grant funding to complete the vehicle's conversion. As a result, City staff believes the City Council can properly approve the ambulance's designation as "surplus" personal property.

The Lakeport Fire Protection District has expressed interest in reclaiming the surplus ambulance for refurbishment and utilization as a backup ambulance. Currently exploring the need to upgrade their two existing ambulances, the District requires a backup during the expected 18-month retrofitting period. They are open to the possibility of re-donating the vehicle to the City after the retrofit work is finished.

The City of Lakeport does not have any immediate plans for converting the surplus ambulance into police command vehicle. Instead, it believes that allowing the Lakeport Fire Protection District to reuse the vehicle as a backup ambulance serves a higher and more beneficial purpose for the community. Therefore, City staff favors returning the vehicle to the District.

To formalize the ownership transfer, the City Council needs to authorize the legal transfer of the surplus ambulance vehicle title to the Lakeport Fire Protection District as a donation of surplus property for a public purpose authorized by Lakeport Municipal Code section 3.04.130(B). The ambulance's estimated value is under \$10,000.00, and it has approximately 141,000 miles.

OPTIONS:

1. Approve the ambulance's status as "surplus" personal property, find the donation of the ambulance serves a public purpose or benefit, authorize the donation to the Lakeport Fire Protection District, and authorize the City Manager to execute any agreements necessary for the donation.
2. Decline the ambulance's status as "surplus" personal property.
3. Decline to authorize the donation of the ambulance to the Lakeport Fire Protection District.

4. Alternatively, provide additional direction to the City staff.

FISCAL IMPACT:

☒ None ☐ \$ Budgeted Item? ☐ Yes ☐ No

Budget Adjustment Needed? ☐ Yes ☒ No If yes, amount of appropriation increase: \$

Affected fund(s): ☐ General Fund ☐ Water OM Fund ☐ Sewer OM Fund ☐ Other:

COUNCIL PRIORITIES:



☒ Priority #1: Public Safety & Crisis Response



☒ Priority #2: Disaster Resiliency



☒ Priority #3: Good Governance & Fiscal Stability



☐ Priority #4: Capital Infrastructure Improvement



☒ Priority #5: Safe, Sustainable & Attractive Neighborhoods



☐ Priority #6: Economic Development

SUGGESTED MOTIONS:

Authorize the legal transfer of the surplus ambulance vehicle title to the Lakeport Fire Protection District.



Attachments:

1. Resolution XXXXX (2024)
2. Exhibit A (Surplus Property)
3. Letter of Request for Return of Surplus Ambulance M5014 Ford Type 1 from Lakeport Fire Protection District.

RESOLUTION NO. XXXX (2024)

**A Resolution of the City Council of the City of Lakeport
Declaring Certain Property Surplus and Approving its Donation to the Lakeport
Fire Protection District**

WHEREAS, the City of Lakeport, from time to time, finds it necessary to dispose of surplus property used in the process of conducting its municipal affairs;

WHEREAS, Lakeport Municipal Code section 3.04.130(b) authorizes the City Council to adopt a resolution authorizing the donation of surplus property, if the City Council finds that such donation serves a public purpose or benefit;

WHEREAS, Lakeport Municipal Code section 3.04.130(b) further provides that all donations pursuant to this section shall be "as is" without warranty, express or implied, and the transferee shall agree to defend, indemnify and hold harmless the City, its officers and employees from any claim, cause of action, damage, loss or liability arising out of the condition of the property or its use by the organization or subsequent transferee; and

WHEREAS, the City of Lakeport has identified certain surplus property in **Exhibit A** to this Resolution, the donation of which would serve a public purpose and benefit the public by making an additional ambulance available for use by the Lakeport Fire Protection District (LFPD) during the retrofitting of two other LFPD ambulances.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKEPORT AS FOLLOWS:

Section 1. Approval of Surplus Status. The City Council hereby approves the "surplus" status of the property identified in Exhibit A.

Section 2. Approval of Donation. The City Council hereby approves the donation of the surplus property identified in Exhibit A to LFPD for the public purpose identified in the recitals above, which are incorporated herein by reference as true and correct.

Section 3. Authorization. The City Council of the City of Lakeport hereby authorizes the City Manager to execute any agreements required to effectuate this donation.

Section 4. Effective Date. This Resolution shall take effect from and after the date of its passage and adoption.

The foregoing Resolution was adopted at a regular meeting of the City Council of the City of Lakeport held on the on the 6th day of February, 2024 by the following vote:

AYES:

NOES:
ABSTAIN:
ABSENT:

APPROVED:

Michael Froio, Mayor
City of Lakeport

ATTEST:

Kelly Buendia, City Clerk
City of Lakeport

Exhibit A
SURPLUS PROPERTY

Item	Purchase Price	Date of Purchase	Estimated Market Value
1998 Ford Type 1 Ambulance	N/A (donation)	June 2021	Under \$10,000.00



LAKEPORT FIRE PROTECTION DISTRICT

445 North Main Street, Lakeport, CA 95453
Telephone: (707) 263-4396 Fax: (707) 263-7087
Web Site: www.lakeportfire.com



December 1, 2023

Mr. Kevin Ingram
City Manager
City of Lakeport
225 Park Street
Lakeport, CA 95453

Re: Request to Take Back M5014 1998 Ford Type 1 ambulance

Dear Kevin,

It is the District's understanding that the Lakeport Police Department was unable to secure funding to convert the 1998 Ford Type 1 ambulance (that was donated by the District in August 2022) into a mobile command post.

If the City does not believe that they will be able to secure the necessary funding to convert the ambulance, the District would like to ask that the ambulance be donated back to the District so it can be outfitted and used as a backup ambulance. The District is in the process of upgrading our current two (2) ambulances and would like to use the donated ambulance as our backup ambulance while each of the two ambulances is retrofitted.

The retrofit of the two ambulances is expected to take approximately 18 months. The District is amenable to any discussions the City would like to have about the disposition of the donated ambulance after the two retrofits have been completed.

If the City is amenable to donating back the ambulance, please contact me so we can arrange to transport it back to the fire station.

Thank you for your consideration of our request.

Sincerely,

Patrick Reitz
Fire Chief



CITY OF LAKEPORT

City Council ☒

City of Lakeport Municipal Sewer District ☒

Lakeport Redevelopment Successor Agency ☒

Lakeport Industrial Development Authority ☐

Municipal Financing Agency of Lakeport ☐

STAFF REPORT

RE: Annual Comprehensive Financial Report (ACFR), Fiscal Year 2022-23

MEETING DATE: 02/06/2024

SUBMITTED BY: Nicholas Walker, ACM /Finance Director

PURPOSE OF REPORT: ☒ Information only ☐ Discussion ☐ Action Item

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council, City of Lakeport Municipal Sewer District and the Lakeport Redevelopment Successor Agency is being asked to receive and file the City's ACFR for the fiscal year ended June 30, 2023.

BACKGROUND/DISCUSSION:

Management is pleased to present the City's ACFR for the fiscal year ended June 30, 2023. This document is the official, audited financial report of the City and includes the audit report from the City's external, independent auditor, JJACPA. It was issued on January 17, 2024 and has been posted to the City's website.

The information presented throughout the year has not been materially revised in the ACFR, and the auditor recommended no significant changes to the City's financial report. A letter in this regard from the City's auditor to the City Council is attached.

The ACFR communicates the City's financial condition and activity in a transparent and organized manner and in compliance with accounting and financial reporting standards established by the Governmental Accounting Standards Board (GASB). The report presents historical and comparative information that can be useful to City staff, elected officials, and external users such as debt rating agencies, businesses, other public agencies, and the City's residents. The most recent ACFR and 11 years of prior year reports are available on the City's Finance website at:

https://www.cityoflakeport.com/finance_it_and_utility_accounts_and_billing/publications_finance.php#outer-306

Financial statements are prepared by the City and audited by independent auditors. The City selects its independent auditor through a competitive procurement process. The City's current independent auditor is Joe Arch CPA, Inc. (JJACPA).

The quality of the City's financial reporting and the ACFR are measured in two ways: (1) an unmodified audit report by the independent auditors; and (2) the Certificate of Achievement for Excellence in Financial Reporting, awarded by the Government Finance Officers Association (GFOA). The attainment of the latter is the highest form of recognition in governmental accounting and financial reporting. The City recently received the Certificate of Achievement for Excellence in Financial Reporting from the GFOA for its ACFR for the year ended June 30, 2021. We are awaiting notification on the submission of the year ended June 30, 2022 ACFR.

Auditors follow audit industry standards established by the American Institute of Certified Public Accountants (AICPA). These standards require auditors to provide an opinion on specific areas of the City's financial statements based on observations, inquiries, testing of transactions, and analysis.

The City's ACFR includes the following major sections and information:

Introductory Section

- Letter of Transmittal – prepared by management and used to communicate information on areas that may have an impact on the City's finances now and in the future. This includes economic factors as well as budget and management factors.

Financial Section (the main body of the ACFR for current year information)

- Independent Auditors' Report – the City's report card on the content of the ACFR
- Management's Discussion and Analysis (MD&A) – provides an analytical overview of the City's financial status and results for the year
- Basic Financial Statements – reports finances at a point in time (assets - liabilities) and throughout the year (revenues - expenditures), and cash flows
- City-Wide Statements – overview of financial information including all of the City's operations by financial activity
- Fund Financial Statements – a detailed look at funds, reporting the Balance Sheet and Statement of Revenues, Expenditures and Changes in Fund Balance
- Notes to the Financial Statements (Notes) – a narrative explanation that accompanies the Basic Financial Statements

Required Supplementary and Supplementary Information Sections

- Budget to Actual Comparisons – for all governmental funds with a legally adopted budget
- Notes to Required Supplementary Information
- Pension Information – schedule of changes in the net pension liability and related ratios; schedule of contributions by plan
- OPEB Information – schedule of changes in the net Other Post-Employment Benefits (OPEB) liability and related ratios; schedule of contributions
- A breakout of individual non-major funds – for funds that were presented in a cumulative manner in the Financial Section

Statistical Section (current and historical information – up to 10 years)

- Financial Trends
- Revenue Capacity Information
- Debt Capacity Information
- Demographic and Economic Information
- Operating Information

The attached ACFR for fiscal year 2022-23 has received an unmodified opinion by JJACPA. An unmodified opinion communicates that the financial statements are fairly presented and that the information used in the report is reliable. In their written communications to Council (Attachment B), the auditors note that they encountered no significant difficulties with management in performing or completing the audit. Statement on Auditing Standards (SAS) 114 establishes standards for the auditors' communication with those charged with governance.

The Single Audit, also known as the OMB Uniform Guidance, is an organization-wide audit of an entity that expends \$750,000 or more in federal financial assistance annually. Local governments are required to obtain an audit pursuant to the Federal Single Audit Act Amendments of 1996 (31 U.S.C. 7501-7507). These audits are performed in accordance with Generally Accepted Governmental Auditing Standards and are an assessment of internal controls over federal programs, a test of how those controls are working, and tests for compliance with federal requirements. A Single Audit completed for the fiscal year 2022-23 was not required as the City did not expend \$750,000 or more in federal awards.

SAS 115 provides guidance on communicating matters related to the City's internal controls over financial reporting that have been identified in an audit of the financial statements. These statements require the auditors to consider and report on internal controls, significant audit findings, and other matters as prescribed in the standards as they relate to the audit of the financial statements. The letters that satisfy the SAS requirements are also included in the back of the ACFR document.

In accordance with the City of Lakeport and City of Lakeport Municipal Sewer District Reserve and Pension Policy, the Finance Department shall provide a comprehensive reserve fund status report, including five-year reserve fund balance projections, annually to the City Council along with the Comprehensive Annual Financial Report. The schedule below includes the audited General Fund reserve balances and five years of projected balances:

	Audited June 30, 2023	Projected General Fund Balances for the Years Ended June 30,				
		2024	2025	2026	2027	2028
Nonspendable:						
Long-term interfund advances	\$ 289,481	\$ 289,481	\$ 289,481	\$ 289,481	\$ 289,481	\$ 289,481
Total nonspendable	289,481	289,481	289,481	289,481	289,481	289,481
Restricted:						
Law enforcement	1,874	1,874	1,874	1,874	1,874	1,874
Debt service	22,588	22,588	22,588	22,588	22,588	22,588
Total restricted	24,462	24,462	24,462	24,462	24,462	24,462
Committed:						
Operating reserve	1,101,595	1,101,595	1,062,496	1,081,547	1,124,809	1,169,801
Reserve for economic uncertainties	1,468,794	1,468,794	1,416,661	1,442,063	1,499,745	1,559,735
Disaster reserve	734,397	734,397	708,331	721,031	749,873	779,868
Vehicles and equipment	147,735	177,735	207,735	237,735	267,735	297,735
Road improvements	214,253	232,387	251,181	270,727	291,055	312,196
Pension and OPEB	986,866	1,026,341	1,067,395	1,110,091	1,154,495	1,200,675
Total committed	4,653,640	4,741,249	4,713,799	4,863,194	5,087,712	5,320,010
Assigned:						
Capital projects	1,500,000	800,000	800,000	600,000	400,000	-
Total assigned	1,500,000	800,000	800,000	600,000	400,000	-
Unassigned:						
General fund	264,967	69,224	158,002	140,255	44,651	138,424
Total unassigned	264,967	69,224	158,002	140,255	44,651	138,424
Total fund balance	\$ 6,732,550	\$ 5,924,416	\$ 5,985,744	\$ 5,917,392	\$ 5,846,306	\$ 5,772,377

OPTIONS:

Receive and file the communication letter and ACFR for the fiscal year 2022-23.

FISCAL IMPACT:

☒ None ☐ \$ Budgeted Item? ☐ Yes ☐ No

Budget Adjustment Needed? ☐ Yes ☐ No If yes, amount of appropriation increase: \$

Affected fund(s): ☐ General Fund ☐ Water OM Fund ☐ Sewer OM Fund ☐ Other:

Comments: None

COUNCIL PRIORITIES:

☐ Priority #1: Public Safety & Crisis Response



☐ Priority #2: Disaster Resiliency



☒ Priority #3: Good Governance & Fiscal Stability



☐ Priority #4: Capital Infrastructure Improvement



☐ Priority #5: Safe, Sustainable & Attractive Neighborhoods



☐ Priority #6: Economic Development

SUGGESTED MOTIONS:

Move to accept the ACFR and Single Audit for the fiscal year ended June 30, 2023.

☒ **Attachments:**

1. Lakeport ACFR, 2022-23
2. Auditor Communications Letter to Those Charged with Governance



ABOVE PHOTO BY DAVE NOLAND

ANNUAL COMPREHENSIVE FINANCIAL REPORT



CITY OF LAKEPORT, CALIFORNIA
FISCAL YEAR ENDED JUNE 30, 2023





This page intentionally left blank.

ANNUAL COMPREHENSIVE FINANCIAL REPORT

City of Lakeport, California
Fiscal Year Ended June 30, 2023

Prepared By
Finance Department
City of Lakeport



This page intentionally left blank.

City of Lakeport, California
Annual Comprehensive Financial Report
For the year ended June 30, 2023

Table of Contents, Continued

	<u>Page</u>
INTRODUCTORY SECTION	
Letter of Transmittal	i
List of Officials.....	ix
City Organizational Chart	x
FINANCIAL SECTION	
Independent Auditor’s Report	1
Management Discussion and Analysis (MD&A) (Required Supplementary Information)	4
Financial Highlights	4
Overview of the Annual Comprehensive Financial Report.....	4
Governmental Activities	12
Business-type Activities	14
Financial Analysis of the Government’s Funds	16
Capital Assets	17
Debt Administration	18
Economic Outlook.....	19
Requests for Information	19
Basic Financial Statements:	
Government-Wide Financial Statements.....	21
Statement of Net Position	23
Statement of Activities.....	24
Fund Financial Statements	27
Balance Sheet	28
Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Position.....	29
Statement of Revenue, Expenditures, and Change in Fund Balances.....	30
Reconciliation of Fund Basis Statements to Government-wide Statement of Activities	31

City of Lakeport, California
Annual Comprehensive Financial Report
For the year ended June 30, 2023

Table of Contents, Continued

	<u>Page</u>
Statement of Revenue, Expenditures, and Change in Fund Balances – Budget and Actual	
General and Major Special Revenue Funds.....	32
Proprietary Funds	35
Statement of Net Position	36
Statement of Revenue, Expenses, and Changes in Net Position	37
Statement of Cash Flows	38
Fiduciary Funds	40
Statement of Fiduciary Net Position	41
Statement of Changes in Fiduciary Net Position.....	42
Notes to the Basic Financial Statements Index.....	45
Note 1 - Summary of Significant Accounting Policies	46
Note 2 - Cash and Investments	60
Note 3 - Accounts Receivable.....	64
Note 4 – Loans, Notes Receivable, and Interfund Borrowing.....	65
Note 5 – Capital Assets	66
Note 6 – Long Term Liabilities	68
Note 7 – Net Position/Fund Balances	73
Note 8 – Interfund Transactions	77
Note 9 – Risk Management	78
Note 10 – Public Employee Retirement Plan	80
Note 11 – Post Retirement Healthcare Benefits.....	87
Note 12 – Successor Agency Trust for Assets of Former Redevelopment Agency	91
Note 13 – New Accounting Pronouncements.....	93
Required Supplementary Information (RSI):	
Schedule of Changes in the Net OPEB Liability and Related Ratios	96
Net OPEB Liability Schedule of Contributions.....	97
Schedule of Contributions, Pension	98
Schedule of City’s Proportionate Share of Net Pension Liability	99
Combining Non-Major Governmental Funds:	
Combining Balance Sheet.....	104
Combining Schedule of Revenues, Expenditures, and Changes in Fund Balance.....	108

City of Lakeport, California
Annual Comprehensive Financial Report
For the year ended June 30, 2023

Table of Contents, Continued

	<u>Page</u>
Non-Major Governmental Fund Budget Comparisons	112
Parkland Dedication Fund.....	113
Gas Tax Fund (HUTA)	114
Prop 172 Public Safety Fund.....	115
Lakeport Housing Fund	116
K-9 Fund.....	117
10 th Street Bike and Pedestrian.....	118
Library Park Bathroom Rehabilitation.....	119
Lake Area Planning Commission ATF	120
CDBG Grant 2018 DR Fund.....	121
CDBG Grant 2021	122
CDBG Grant 2020	123
CDBG Grant 2018	124
CDBG Grant 2017	125
CDBG Grant 2022	126
Tenth Street Drainage Fund	127
Lakeport Blvd Improvement Fund	128
South Main Street Improvement Fund.....	129
Parkside Traffic Mitigation Fund	130
Parallel/Bevins Storm Water Maintenance Fund	131
ER Storm Damage Repair Fund	132
Storm Drainage Fund	133
City Wide Sign Improvement – HSIP	134
CDBG Grant Program Income Fund	135
ARPA Fund	136
 STATISTICAL SECTION	
Statistical Section Index	137
Financial Trends	138
Net Position by Component	138
Changes in Net Position	140
Fund Balances, Governmental Funds	144
Changes in Fund Balances, Governmental Funds.....	146

City of Lakeport, California
Annual Comprehensive Financial Report
For the year ended June 30, 2023

Table of Contents, Continued

	<u>Page</u>
Revenue Capacity	148
Assessed Value and Actual Value of Taxable Property	148
Direct and Overlapping Tax Rates	149
Property Tax Collections and Levies.....	150
Principal Property Tax Payers	151
Schedule of Top 25 Principal Sales Tax Remitters (listed alphabetically).....	152
Debt Capacity	154
Ratios of Outstanding Debt by Type	154
Ratios of General Bonded Debt Outstanding	156
Direct and Overlapping Debt	157
Legal Debt Margin Information	158
Demographic and Economic Information	160
Demographic and Economic Statistics.....	160
Principal Employers.....	161
Operating Indicators.....	162
Full-time and Part-time City Employees by Function	162
Capital Asset Statistics by Function	163
Capital Asset Statistics	164
 Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	 165



Introductory Section



This page intentionally left blank.



MEMORANDUM

DATE: January 17, 2024

TO: Citizens of the City of Lakeport
Honorable Mayor and Members of the City Council and City Manager

FROM: City Manager Kevin Ingram

RE: Presentation of the Annual Comprehensive Financial Report

California Government Code sections 25250 and 25253 require that every general-purpose local government publish within six months of the close of each fiscal year a complete set of audited financial statements. The Annual Comprehensive Financial Report (ACFR) of the City of Lakeport (City) for the fiscal year ended June 30, 2023, is hereby published to fulfill that requirement.

Management assumes full responsibility for the completeness and reliability of the information contained in this report, based upon a comprehensive framework of internal controls that are established for this purpose. Because the cost of internal controls should not exceed anticipated benefits, the objective is to provide reasonable, rather than absolute, assurance that the financial statements are free of any material misstatements.

The City's basic financial statements have been audited by JJACPA, Inc., an accounting firm fully licensed and qualified to perform audits of local governments within the State of California. The financial statements included in this report were audited in accordance with generally accepted auditing standards and government auditing standards. The independent auditors concluded that there was a reasonable basis for rendering an unmodified ("clean") opinion that the City's basic financial statements for the fiscal year ended June 30, 2023, are fairly presented in conformity with accounting principles generally accepted in the United States of America. The independent auditor's report is presented as the first component of the financial section of this report.

The City did not expend over \$750,000 of federal money during this reporting period, a federally mandated CFR 200 Uniform Guidance "Single Audit" designed to meet the special needs of federal grantor agencies is not required.

Management's Discussion and Analysis (MD&A) immediately follows the report of the independent auditors and provides a narrative introduction, overview and analysis of the basic financial statements. The MD&A was designed to complement this letter of transmittal and should be read in conjunction with it.

This report combines the financial statements of the City, the Successor Agency to the Lakeport Redevelopment Agency (Successor Agency), and the City of Lakeport Municipal Sewer District (CLMSD) in accordance with principles defining the governmental reporting entity adopted by the Governmental Accounting Standards Board (GASB). The financial operations of the Successor Agency and CLMSD, though legally separate from the City, are

closely related to the City. The City Council members serve as the governing board of the Successor Agency and CLMSD, which is presented as a blended component unit in the financial statements. Component units are legally separate entities for which the primary government is financially accountable. For a more detailed overview of the City's component units, see the Management Discussion and Analysis (MD&A) and the Notes to the Basic Financial.

Profile of the Government

The City of Lakeport is a partial service city (as opposed to full service) in that it provides most typical municipal functions, including public safety (police), public works, community development and parks and recreation. In addition, the City provides water and wastewater services. It does not provide library or fire protection, as those are activities of the County of Lake and the Lakeport Fire Protection District, respectively.

It operates in a council-manager form of government, whereby the council serves as the legislative body and the City Manager its executive. The City Manager is responsible for directing and supervising the administration of all departments of the City, to ensure that laws, ordinances, orders, resolutions, contracts, leases, and franchises are enforced and executed, and for appointing all City employees.

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

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

Incorporated on April 30, 1888 as a general law city, Lakeport serves as the administrative seat for the County of Lake and has a residential population of 5,008¹ in a 2.4 square-mile area, Lakeport is graced with a strong business base and a well-established residential community.

Lakeport is a travel and recreation-oriented destination and fortunate to have a large area serving as a hub for recreational activities for Lake County. The Lakeport business environment is positive and well organized. Driven by an active Lakeport Economic Development Advisory Committee (LEDAC), local businesses are community-oriented and engaged in City-business partnerships, annual business site visits, business loan program, events and promotions. The City's permanent retail trade area population is approximately 35,000 people with 45,000 within a 10-mile radius. Lakeport's historic downtown area is the center of commercial activity within the community. There are also commercial areas along Lakeport Boulevard, Parallel Drive, Eleventh Street, North High Street, and South Main Street.

¹ California Department of Finance, Demographic Research Unit, E-1 Population Estimates for Cities, Counties and the State

The annual budget provides a comprehensive statement of the City's organization, operations and resources and it expresses City Council policies and priorities in all areas of the City's operations. The budget process is the vehicle through which the City establishes goals and objectives and prioritizes the desired programs or services that the City should provide, which can be financed by the City's projected revenue for the budget year. The budget is prepared by fund, function (e.g., public safety), and department (e.g., police). It is the means through which policy decisions are made, effected, controlled and monitored. Department heads submit budget requests to the City Manager. The City Manager prepares an estimate of revenues and prepares recommendations for the next year's budget. The preliminary budget may or may not be amended by the City Council and is adopted by resolution by the City Council on or before June 30.

In addition to the budget planning process, the City maintains budgetary controls. The City's objective in maintaining budgetary control is to ensure compliance with legal provisions embodied in the annual appropriated budget approved by the City Council. The City Manager is authorized to transfer budgeted amounts within funds as deemed necessary to meet the City's needs subject to the policies defined in the City's Administrative Regulations. The City Council may amend the budget by resolution during the fiscal year.

Citywide Achievements in FY 2022-23

In the 2022-23 Fiscal Year, our small City continued upon the successes of the past several years in strategically utilizing our limited resources to the maximum effect in the completing of capital improvement projects and setting the groundwork for future endeavors through comprehensive planning efforts. Attentiveness to trends in risk management and municipal finance along with an aggressive approach to pursuing grant opportunities to better leverage the City's available resources has been an ongoing strategy of the City Council and Staff for the past several years. Specifically, work over the past few years in the development of greater partnerships between Lakeport, the County of Lake, City of Clearlake, and various other community organizations has led to some exciting opportunities that are clearly seen in many of the City's successes this past fiscal year. Some of the most notable achievements are presented here:

- Lakeport Park Construction contract approved. Construction is underway and project on schedule to be completed this summer, weather delays pending. The City Council further authorized funding for the demolition of the old Natural High Building adjacent to the park project. Demolition on schedule to be completed prior to park opening.
- The South Lakeport Annexation application was approved by Lake LAFCo (Local Agency Formation Commission). Landowner protest triggered voter approval of the annexation application by registered voters in the affected area. Measure P was placed on the November 8, 2022, ballot and subsequently failed by a vote of 2 in favor and 12 opposed. Per LAFCo rules and regulations the City cannot file a subsequent application on this matter for at least one year.
- FY (Fiscal Year) 22/23 Pavement Management Projects: 1) South Main pavement rehabilitation: project divided into two components, sidewalk gap construction and pavement rehab. Bid for sidewalk construction on track for distribution this February and full pavement rehabilitation bid to be conducted later this spring. 2) Forbes Street micro surfacing project: project completed, included areas of 3rd, 4th & 5th Streets between Main and Park Streets as well as the Police Department, Community Center & Westside Park parking lots. North High Street to be completed in future years to ensure better economies in scale in project funding. 3) Palm, Orchid & Fourteenth neighborhood chip seal project: complete.
- Contract with Retail Coach extended. Entitlements issued for re-use of old KMART property. Tenant improvement upgrades are slated for this Spring. Actively recruiting potential retailers for remaining vacancies in the center. Grading of 10-acre Lakeport HUB development scheduled for this spring and

vacancies actively being filled High Street Village. Working on mitigation strategy for the Vista Point Shopping Center.

- City Council authorized the use of the City's Permanent Local Housing Allocation (PLHA) monies for the development of navigation center to include temporary housing options and access to services to connect individual experiencing homelessness with available services.
- The city is working with County and City of Clearlake on forming a Recreational Joint Powers Authority and implementing a strategy for developing an aquatic center and recreational center in Lakeport.
- City staff actively attending County initiated Community Visioning Forum analyzing work plan for addressing systemic issues in Lake County.

In addition to the listed accomplishments above, many more accomplishments are listed by department below:

Public Safety

- Increased collaboration with other City Departments for efficiency and effect.
- Adoption of recruitment and retention policy.
- Fleet replacement and enhancement utilizing USDA (United States Department of Agriculture) Grant funding.
- Maintenance of Canine Handler/Officer program amid retention difficulties.
- Maintenance of Federal and State Legislative Compliance requirements such as: RIPA, CIBRS, SB2, AB481 Military Equipment Use, etc.
- Equipment and Technical Upgrades such as: radios, sidearms, ALPR (Automated License Plate Reader) System, Evidence Inventory Tracking System
- Enhancement of Community Interaction and Outreach such as: National Night-Out, Special Olympics Torch Run, National Prescription Drug Take Back, etc.
- Directed and collaborated with other City Departments on Abatement and Rehabilitation of 6 Homeless Encampments.
- Completed US DOJ (Department of Justice) COPS (Community Oriented Policing Services) Officer Grant Program.
- Received 2nd consecutive Excellence in Policy Management Award.
- Successfully tested, promoted, and trained 3 new Police Sergeants
- Fully Implemented the Community Crisis Responder Program including enhancement that positively affect efficiency and tracking.

Public Works

- Completed Palm, Orchid & 14th neighborhood chip seal project.
- Completed Hartley Safe Routes to School ATP (Active Transportation Program) project, providing sidewalk along Hartley Street from Twentieth Street to the school sports fields near the intersection with Anastasia Drive.
- Completed Forbes micro surfacing project from Martin Street to Clear Lake Avenue.
- Completed the contracting process for the development of an on-call engineering protocol system to assist the City in the procuring of greater technical services not available through in-house staffing. This will allow City staff to streamline design processing for capital improvement related projects and be better positioned to be more competitive in grant applications that often require greater technical capacity.
- Awarded grant for the completion of a citywide sidewalk inventory and development of project ready plans for priority projects.

- Completed boating and waterways grant replacing the First and Third Street restrooms at Library Park.
- Completed Forbes Creek drainage study which includes detailed cost estimates and action plan for priority drainage projects within this critical flood prone corridor of the City.

Utilities

- Sewer Capacity Study was completed by Dudek Engineering in November. This accurately assesses the remaining capacity of the treatment plant for future development within the city.
- A Drought Response Plan was developed and is currently in draft form. A stakeholders meeting was held in December and the final draft will be presented in April.
- A Drought Response Plan was developed and is currently in draft form. A stakeholders meeting was held in December and the final draft will be presented in April.

Economic Development

- LEDAC (Lakeport Economic Development Advisory Committee) is actively working on updates to the strategic plan. Currently 50% complete. To be presented to the City Council for adoption before the calendar year ends.
- Criteria for listing of the Dutch Harbor property as surplus compliant with California Department of Housing and Community Development (HCD) requirements complete. Staff currently drafting RFP (REQUEST FOR PROPOSALS) to be solicited from potential hoteliers.
- Bid specifications completed for Carnegie Library ceiling repair and lighting replacement project. Looking to circulate bid package in spring. Anticipated construction to begin this summer/fall. Continuing to work with the Clear Lake Environmental Resource Center (CLERC) on the development of a public education center for the upstairs portion of the building.
- Contract with Retail Coach extended. Entitlements issued for re-use of old KMART property. Tenant improvement upgrades are slated for this Spring. Actively recruiting potential retailers for remaining vacancies in the center. Grading of 10-acre Lakeport HUB development scheduled for this spring and vacancies actively being filled High Street Village. Working on mitigation strategy for the Vista Point Shopping Center.
- LEDAC subcommittee formed for the development an Arts and Cultural Master Plan. Community survey on its desires for art within the community recently circulated.
- City staff is working closely with the Judicial Council to develop a new courthouse building near the Vista Point Overlook on Lakeport Blvd by the end of 2025. The primary focus is on the development of intersection improvements at Lakeport.
- Development of Outdoor Dining Regulation, including private property and parklet standards.

Finance

- Facilitated utility expansion fee study to update these development fees.
- Complete AT&T fiberoptic project to improve internet access and connectivity between City facilities.
- Participated in Lake County Recreation Task Force to complete two phases of a feasibility study and establish a county-wide Joint Powers Authority.
- Participated on Cal Cities Revenue and Taxation Committee.
- Prepared ACFR with no audit findings.
- Received GFOA Certificate of Achievement of Excellence in Financial Reporting for the City 2020-21 ACFR. Received GFOA Certificate of Achievement of Excellence in Financial Reporting for the City 2020-21 ACFR.

Community Development

- CDBG grant application submitted to secure funding for the re-establishment of a housing program including owner occupied rehabilitation and first-time homebuyer assistance. Grant awards anticipated in spring of 2023.
- Building Division pursuing a more pro-active code enforcement strategy through the International Property Maintenance Code. Staff exploring amendments to the City's nuisance abatement ordinance to streamline severe violations.
- Grant secured for the conducting of a citywide sidewalk inventory which was found to be a precursor to possible amendments to the City's Right-of-Way ordinance by the City's Ad-Hoc committee. Through CIRA's assistance, staff are exploring a free software program to further develop the City's sidewalk inspection program.
- Hired new Administrative Specialist and actively working to hire Community Development Director.
- Entitlement of the former KMART building allows the division into three tenant spaces including Tractor Supply Company, Marshalls, and a future tenant.
- Adoption of an ordinance amending various sections of the Lakeport Municipal Code to incorporate Outdoor Design Guidelines.
- Adoption of the 2022 California Codes & 2021 International Property Maintenance Code.
- Developed and released Request for Proposal – Call for Artists for inclusion of art in the new Lakefront Park. The staff is selecting a proposal.
- Executed lease agreement with the Clear Lake Environmental Research Center (CLERC) for the operation of offices, laboratory, and public environmental resource center within the Carnegie Library Building.
- Entitlement of the Parkside Residential project consisting of 176 affordable dwelling units.

Administrative Services and Human Resources

- Employee Recruitment—Implemented a recruitment calendar tool to reduce the timeline for non-police recruitments. Participated in a police recruitment taskforce group, resulting in adoption of a Police Recruitment Plan to provide more tools. Implemented the policy including updates to all recruitment documents and website. Began work with a marketing firm to assist with employer branding and recruitment strategies.
- Employee Retention—Conducted successful negotiations with the Lakeport Police Officers Association. Prepared, adopted, and implemented a telework policy. Implemented more employee appreciation gatherings.
- Process Automation—Built a Public Records Request form and an online Employment Application via the website. Created a form and workflow for the management of professional service agreements and updated the e-signature policy and implemented Adobe sign.

- Risk Management Audit—Personnel rules update completed, and labor groups consulted. Request for Proposals completed for an ADA Self-Evaluation and Transition Plan. Implemented measures to improve meeting accessibility.
- Elections & Appointments—Processed 2022 city elections, including a ballot measure. Recruited for two City Council vacancies and for various termed commission/committee seats.

Economic Condition and Fiscal Outlook

The information presented in the financial statements is perhaps best understood when it is considered from the broader perspective of the specific environment within which the City operates. Understanding that property and sales taxes generate the City's largest two sources of revenue, it is important to look at the economy in the context of people's wherewithal for producing general fund tax revenues.

Several factors, including rising personnel costs, energy market volatility, inflation and actions by the federal and state governments, continue to cause concern about the sustainability of a healthy local economy. The City, along with governments at all levels, remains under pressure to contain operating expenditures to ensure that such costs do not grow at a rate that exceeds revenue growth. A balanced budget in the short- and long-term can quickly become unbalanced if costs are not managed closely. Many of the current economic uncertainties, however, are offset by positive economic developments, leading to an overall outlook of cautious optimism.

The City's economic development efforts and implementation of revised financial policies are intended to help to promote Lakeport's long-term fiscal stability. This is a cornerstone in management's approach to debt structuring, capital improvement planning, labor negotiations, and service delivery.

As we move forward with managing the economic uncertainties associated with the current economic climate, we reaffirm our commitment to fiscally conservative policies. This philosophy has led to the development of a healthy reserve which has enabled the City of Lakeport to weather both the natural and economic storms that have besieged us these past several years. Despite this, I am optimistic about the City's future and look forward to the challenges and opportunities to come.

Long-Term Financial Planning

For the City, as with governmental jurisdictions throughout the nation, continuing fiscal challenges have required a redoubling of efforts to address current and future budget shortfalls while working to prioritize and maintain the level of services that the residents of Lakeport have come to expect. Traditional funding sources for parks, public safety, and community development are shrinking or have disappeared. Annually, the City updates a Long-Term Financial Plan which conservatively projects general fund revenues and expenditures for thirteen years. The results of this plan are used to guide long-term policy discussions.

Certificate of Achievement

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City for its Annual Comprehensive Financial Report for the fiscal year ended June 30, 2021. To be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized annual comprehensive financial report. This report must satisfy both generally accepted accounting principles and applicable legal requirements. We have not heard from the GFOA regarding our June 30, 2022 submission.

A Certificate of Achievement is valid for a period of one year only. We believe that our current annual comprehensive financial report continues to meet the Certificate of Achievement Program's requirements and we are submitting it to the GFOA to determine its eligibility for another certificate.

Acknowledgements

Preparation of this Annual Comprehensive Financial Report could not have been accomplished on a timely basis without the support and cooperation of many members of the City of Lakeport's staff. Their efforts made it possible to improve the quality of the information being reported to the citizens, the City Council, and other users on a timely basis. Appreciation is also expressed to the Mayor and the City Council for their interest and support in planning and conducting the financial activities of the City in a responsible and responsive manner.

Respectively Submitted



Kevin M. Ingram
City Manager



Nicholas Walker, CPA
Finance Director

City of Lakeport, California
Annual Comprehensive Financial Report
For the year ended June 30, 2023

List of Officials

CITY COUNCIL

LAKEPORT REDEVELOPMENT SUCCESSOR AGENCY BOARD OF
DIRECTORS CITY OF LAKEPORT MUNICIPAL SEWER DISTRICT BOARD OF DIRECTORS

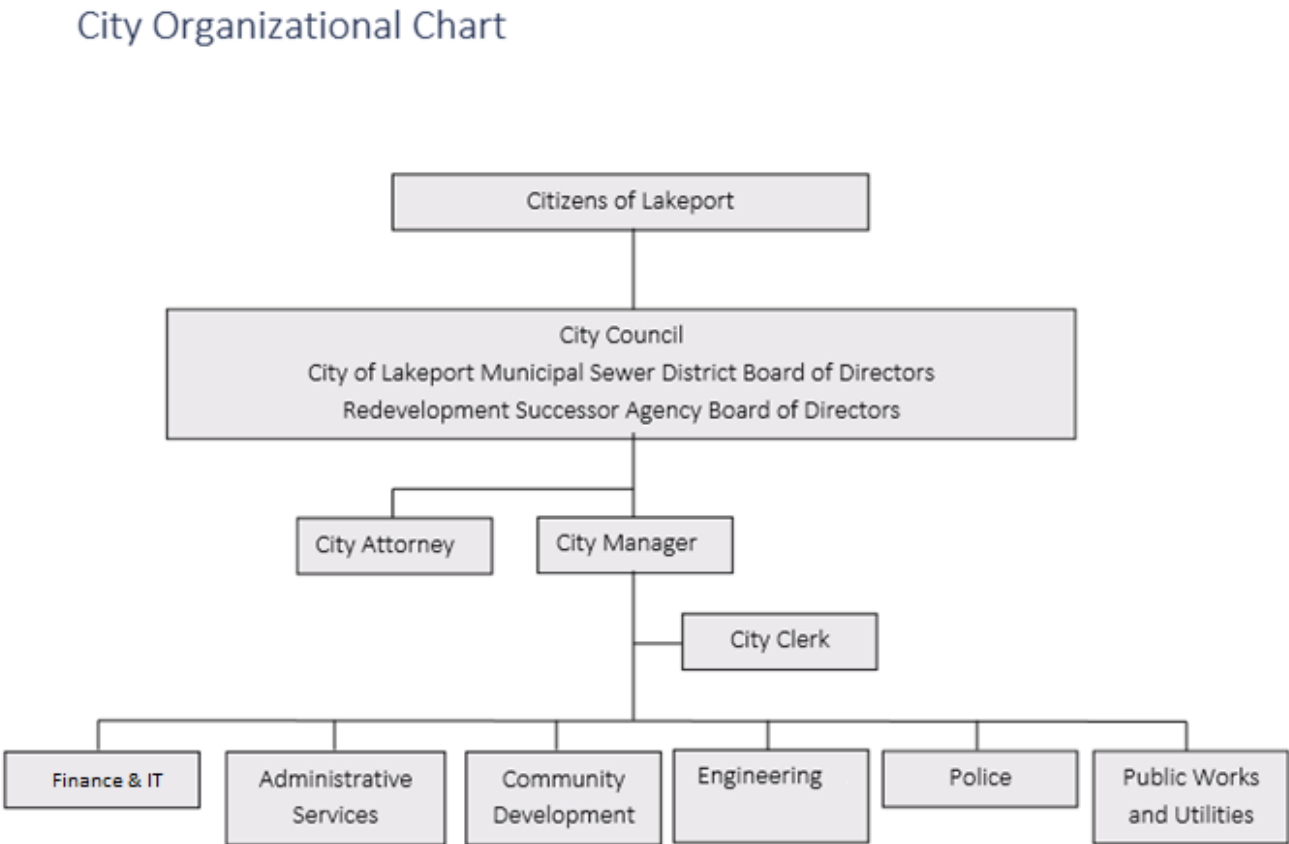
Michael Froio	Mayor
Kim Costa	Mayor Pro Tem
Kenneth Parlett, II	Council Member
Stacey Mattina	Council Member
Brandon Disney	Council Member

MANAGEMENT TEAM

Kevin Ingram	City Manager
David Ruderman	City Attorney
Brad Rasmussen	Chief of Police
Nicholas Walker	Assistant City Manager/Finance Director
Kelly Buendia	City Clerk/Administrative Services Director
Ron Ladd	Public Works Director
Joey Hejnowicz	Community Development Director
Paul Harris	Utilities Director



City Organizational Chart



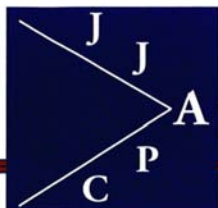


FINANCIAL SECTION

- Independent Auditor's Report
- Management's Discussion and Analysis
- Basic Financial Statements
- Notes to the Basic Financial Statements
- Required Supplementary Information
- Combining and Individual Fund Statements and Schedules



This page intentionally left blank.



JJACPA, Inc.

A Professional Accounting Services Corp.

INDEPENDENT AUDITOR'S REPORT

To the Honorable Mayor and City Council
City of Lakeport
Lakeport, California

Report on the Audit of the Financial Statements

Opinions

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, the aggregate remaining fund information, and the budgetary comparison information of the City of Lakeport, California (City), as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise City's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, the aggregate remaining fund information and the budgetary comparison information of the City, as of June 30, 2023, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Emphasis of Matter

As discussed in Note 1 to the financial statements, the 2022 financial statements have been restated to correct a misstatement. Our opinion is not modified with respect to this matter

Responsibilities of Management for the Financial Statements

The City's management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 4–19, the Schedule of Changes in the Net OPEB Liability and Related Ratios on page 96, the Net OPEB Liability Schedule of Contributions on page 97, the City's Schedules of Contributions, Pensions on pages 98, and the Schedules of the City's Proportionate Share of the Net Pension Liability on pages 99, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

To the Honorable Mayor and City Council
The City of Lakeport
Lakeport, California

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The combining and individual nonmajor fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual nonmajor fund financial statements is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the Introductory and Statistical Sections but does not include the financial statements and our auditor's report thereon. Our opinions on the financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated January 17, 2024, on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

January 17, 2024

JJACPA, Inc.
JJACPA, Inc.

City of Lakeport, California
Annual Comprehensive Financial Report
For the year ended June 30, 2023

Management's Discussion and Analysis

This section provides a narrative overview and analysis of the financial activities of the City of Lakeport (City) for the fiscal year ended June 30, 2023. It should be read in conjunction with the accompanying transmittal letter and basic financial statements.

FINANCIAL HIGHLIGHTS

- The City's Net Position decreased from \$34.5 million to \$30.9 million. Components of this increase are discussed in more detail subsequently in the analysis.
- At the close of the most recent fiscal year the City's governmental funds reported combined fund balances of \$16.2 million, a decrease of \$17 thousand from the prior fiscal year's balance. Approximately 17% of combined fund balance on June 30, 2022, (\$2.8 million) is available for spending at the government's discretion (unassigned and assigned fund balances). The fund balance of the General Fund increased from \$6.5 million to \$6.7 million.
- The Budget vs. Actual had a positive variance in the General Fund of \$1.2 million.
- The Water Enterprise Net Position decreased \$1.2 million, and the Sewer Enterprise Net Position decreased \$1.7 million.

OVERVIEW OF THE ANNUAL FINANCIAL REPORT

This Annual Comprehensive Financial Report is in three major parts:

- 1) **Introductory section**, which includes the Transmittal Letter and general information.
- 2) **Financial section**, which includes the Management's Discussion and Analysis (this part), the Basic Financial Statements, which include the Government-wide and the Fund Financial Statements along with the notes to these financial statements, and Combining and Individual Fund Financial Statements and Schedules.
- 3) **Statistical section**, which includes detailed information as a context for understanding what the information in the financial statements, and footnotes says about the City's overall financial health.

The Basic Financial Statements

The Basic Financial Statements are comprised of the Government-wide Financial Statements and the Fund Financial Statements; these two sets of financial statements provide two different views of the City's financial activities and financial position.

City of Lakeport, California
Annual Comprehensive Financial Report
For the year ended June 30, 2023

Management's Discussion and Analysis, Continued

OVERVIEW OF THE ANNUAL FINANCIAL REPORT, Continued

Government-wide Financial Statements

The Government-wide Financial Statements provide a broad overview of the City's activities as a whole and comprise the Statement of Net position and the Statement of Activities. The Statement of Net position provides information about the financial position of the City as a whole, including all its capital assets and long-term liabilities on the full accrual basis, similar to that used by corporations. The Statement of Activities provides information about all the City's revenues and all its expenses, also on the full accrual basis, with the emphasis on measuring net revenues or expenses of each the City's programs. The Statement of Activities explains in detail the change in Net position for the year.

All of the City's activities are grouped into Governmental Activities and Business-type activities, as explained below. All the amounts in the Statement of Net position and the Statement of Activities are separated into Governmental Activities and Business-type Activities in order to provide a summary of these two activities of the City as a whole.

- ◆ **Governmental activities** – All of the City's basic services are considered to be governmental activities, including general government, community development, public safety, public works and administration. These services are supported by general City revenues such as taxes and by specific program revenues such as developer fees.
- ◆ **Business-type activities** – All the City's enterprise activities are reported here, including Water and Sewer. Unlike governmental services, these services are supported by charges paid by users based on the amount of the service they use.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City can be divided into two categories: governmental funds and proprietary funds

Governmental funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the Government-wide Financial Statements. However, unlike the Government-wide Financial Statements, Governmental Fund Financial Statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

City of Lakeport, California
Annual Comprehensive Financial Report
For the year ended June 30, 2023

Management's Discussion and Analysis, Continued

OVERVIEW OF THE ANNUAL FINANCIAL REPORT, Continued

Fund Financial Statements, Continued

Because the focus of the Governmental Fund Financial Statements is narrower than that of the Government-wide Financial Statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the Government-wide Financial Statement. By doing so, readers may better understand the long-term impact of the government's near-term financial decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities. The Governmental Fund Financial Statements provide detailed information about each of the City's most significant funds, called major funds. The concept of major funds, and the determination of which are major funds, was established by GASB Statement No. 34 and replaces the concept of combining like funds and presenting them as one total. Instead, each major fund is presented individually, with all nonmajor funds summarized and presented only in a single column. Subordinate schedules present the detail of these nonmajor funds. Major funds present the major activities of the City for the year, and may change from year to year as a result of changes in the pattern of the City's activities.

For the fiscal year ended June 30, 2023, the City's major funds are as follows:

Governmental Funds:

- ◆ General Fund
- ◆ Lakefront Park Grant Special Revenue
- ◆ Safe Routes to School Special Revenue
- ◆ HOME Grant Program income

For the fiscal year ended June 30, 2023, the City adopted annual appropriated budgets for all funds. Budgetary comparison schedules have been provided for the general fund and major governmental funds to demonstrate compliance with this budget and may be found on pages 32-34.

Proprietary funds. The City maintains Enterprise-type proprietary funds. Enterprise funds are used to report the same functions presented as business-type activities in the Government-wide Financial Statements. The City uses enterprise funds to account for Water and Sewer activities.

City of Lakeport, California
Annual Comprehensive Financial Report
For the year ended June 30, 2023

Management's Discussion and Analysis, Continued

OVERVIEW OF THE ANNUAL FINANCIAL REPORT, Continued

Fund Financial Statements, Continued

Proprietary funds provide the same type of information as the Government-wide Financial Statements, only in more detail. The proprietary fund financial statements provide separate information for all of these operations.

Proprietary Funds:

- ◆ Water Enterprise Fund
- ◆ Sewer Enterprise Fund

Notes to the Basic Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the Government-wide and Fund Financial Statements. The notes to the basic financial statements can be found on pages 46–94 of this report. Required Supplementary Information follows the notes on page 96.

Combining and Individual Fund Financial Statements and Schedules

The combining statements referred to earlier in connection with nonmajor governmental funds are presented on pages 104-136 of this report.

City of Lakeport, California
Annual Comprehensive Financial Report
For the year ended June 30, 2023

Management's Discussion and Analysis, Continued

GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the City, assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$30,890,846 as of June 30, 2023. The following table represents a comparative analysis of the net position of governmental and business-type activities as of June 30, 2023 and June 30, 2022.

Summary of Net Position

	2023			2022		
	Govern- mental Activities	Business- type Activities	Total	Govern- mental Activities	Business- type Activities	Total
Current and other assets	\$ 18,003,489	\$ 15,833,226	\$ 33,836,715	\$ 17,253,492	\$ 15,229,330	\$ 32,482,822
Capital assets	20,892,236	22,151,773	43,044,009	17,599,633	23,186,349	40,785,982
Total assets	38,895,725	37,984,999	76,880,724	34,853,125	38,415,679	73,268,804
Deferred outflows of resources	1,632,053	536,471	2,168,524	4,854,337	2,869,850	7,724,187
Total assets and deferred outflows of resources	40,527,778	38,521,470	79,049,248	39,707,462	41,285,529	80,992,991
Current and other liabilities	2,201,596	1,537,500	3,739,096	1,332,921	1,058,780	2,391,701
Long-term liabilities	12,432,206	26,161,584	38,593,790	12,687,016	27,242,090	39,929,106
Total liabilities	14,633,802	27,699,084	42,332,886	14,019,937	28,300,870	42,320,807
Deferred inflows of resources	3,515,995	2,309,521	5,825,516	2,584,569	1,635,040	4,219,609
Total liabilities and deferred inflows of resources	18,149,797	30,008,605	48,158,402	16,604,506	29,935,910	46,540,416
Net position:						
Net investment in						
Capital Assets	18,770,587	1,546,214	20,316,801	15,477,984	1,546,214	17,024,198
Restricted	3,114,501	688,210	3,802,711	2,956,367	688,210	3,644,577
Unrestricted (deficit)	492,893	6,278,441	6,771,334	4,668,605	9,115,195	13,783,800
Total net position	\$ 22,377,981	\$ 8,512,865	\$ 30,890,846	\$ 23,102,956	\$ 11,349,619	\$ 34,452,575

Overall, total Net Position decreased by approximately \$3.6 million. With most balances remaining relatively stable over the prior year this increase was mostly a result of significant decreases to pension related deferred outflows of resources resulting from recognizing the one-time contributions made in the prior from the proceeds of POB's issued to restructure the City's pension obligations as pension expense offset by significant increases to pension related deferred inflows of resources for changes in employer's proportion, also a result of the restructuring of the City's pension obligations.

City of Lakeport, California
Annual Comprehensive Financial Report
For the year ended June 30, 2023

Management's Discussion and Analysis, Continued

GOVERNMENT-WIDE FINANCIAL ANALYSIS, Continued

The change in net position for the fiscal years ended June 30, 2023, and 2022, follows:

	Changes in Net Position					
	2023			2022		
	Govern- mental Activities	Business- type Activities	Total	Govern- mental Activities	Business- type Activities	Total
Revenues:						
Program revenues:						
Charges for services	\$ 109,838	\$ 6,036,949	\$ 6,146,787	\$ 111,845	\$ 5,586,658	\$ 5,698,503
Grants and contributions:						
Operating	869,958	113,006	982,964	1,457,958	-	1,457,958
Capital	3,640,384	-	3,640,384	1,505,881	-	1,505,881
General revenues:						
Sales taxes	3,983,301	-	3,983,301	4,235,287	-	4,235,287
Property taxes	1,187,816	344,268	1,532,084	1,110,582	319,415	1,429,997
Transient and other taxes	211,346	-	211,346	238,747	-	238,747
Licenses and franchises	534,636	-	534,636	550,743	-	550,743
Use of money and property	163,310	83,265	246,575	63,996	9,409	73,405
Other revenues	202,197	-	202,197	173,586	-	173,586
OPEB credit	51,521	-	51,521	1,814,194	-	1,814,194
Total revenues	10,954,307	6,577,488	17,531,795	11,262,819	5,915,482	17,178,301
Expenses:						
Governmental activities:						
General government	2,565,089	-	2,565,089	1,425,139	-	1,425,139
Community development	1,052,867	-	1,052,867	486,520	-	486,520
Roads and infrastructure	2,417,965	-	2,417,965	3,257,360	-	3,257,360
Housing and support programs	142,182	-	142,182	186,396	-	186,396
Economic development	305,128	-	305,128	318,156	-	318,156
Public safety	4,282,545	-	4,282,545	2,559,046	-	2,559,046
Parks, buildings, and grounds	739,157	-	739,157	375,204	-	375,204
Interest and fiscal charges	174,349	-	174,349	216,153	-	216,153
Business-type activities:						
Water	-	4,184,567	4,184,567	-	2,299,137	2,299,137
Sewer	-	5,229,675	5,229,675	-	3,260,938	3,260,938
Total expenses	11,679,282	9,414,242	21,093,524	8,823,974	5,560,075	14,384,049
Excess (Deficiency) of revenues over expenditures before transfers	(724,975)	(2,836,754)	(3,561,729)	2,438,845	355,407	2,794,252
Net position:						
Beginning of year	23,102,956	11,349,619	34,452,575	16,164,111	10,994,212	27,158,323
Adjustments	-	-	-	4,500,000	-	4,500,000
Beginning, as adjusted	23,102,956	11,349,619	34,452,575	20,664,111	10,994,212	31,658,323
End of year	\$ 22,377,981	\$ 8,512,865	\$ 30,890,846	\$ 23,102,956	\$ 11,349,619	\$ 34,452,575

City of Lakeport, California
Annual Comprehensive Financial Report
For the year ended June 30, 2023

Management's Discussion and Analysis, Continued

GOVERNMENT-WIDE FINANCIAL ANALYSIS, Continued

Revenues

The City's total revenues for governmental and business-type activities were \$17,531,795 for the fiscal year ended June 30, 2023, which represents a 2% increase over the previous fiscal year. Significant revenues for the City for fiscal year ended June 30, 2022 were derived from charges for services (35%), sales and use tax (23%), property tax (9%) and operating and capital grants and contributions (26%). Combining to make up 93% of the City's revenue.

Following is a discussion of variances in key revenues from the prior fiscal year:

1. **Charges for Services.** Charges for Services increased as expected from scheduled rate increases.
2. **Grants and Contributions.** Operating grants decreased from the prior fiscal year by approximately \$475 thousand due to a reduction in spending related to housing and economic development activities. Capital grants increased approximately \$2.1 million due to the continued work on the development of the new Lakefront Park expected to be completed in which neared completion at June 30, 2023 and the completion of a active transportation improvement project focused on improving access to the local schools.
3. **Sales and Use Tax.** Sales and use taxes decreased nearly 6% compared to the previous fiscal year. The post pandemic period of significant inflation reduced consumer spending on taxable goods in the City. The expectation is for growth in this revenue category to remain very slow for the foreseeable future.
4. **Property Tax.** Property tax remained stable compared to the previous fiscal year. We believe this is a result of a strong housing market and recent development.

Management's Discussion and Analysis, Continued

GOVERNMENT-WIDE FINANCIAL ANALYSIS, Continued

Expenses

Governmental and business-type activity expenses of the City for the year totaled \$21,093,524 which represents a 47% increase over the previous fiscal year. Governmental activity expenses totaled \$11,679,282 or 61% of total expenses. Of the governmental activities the most significant categories were represented by public safety (37%), general government (22%), and roads and infrastructure (21%). Combining to make up 79% of governmental activity expenses. Business-type activities incurred \$9,414,242 of expenses during the fiscal year or 45% of the total City expenses.

Following is a discussion of significant variances in key expense categories from the prior fiscal year:

1. **General Government.** Expenditures in this category increased approximately \$1.1 million compared to the prior fiscal year. This is primarily the result of fluctuations to pension and OPEB expenses.
2. **Public Safety.** Normal operating costs associated with public safety remained relatively stable compared to the prior fiscal year. However, a \$1.8 million dollar increase is the result of fluctuations to pension and OPEB expenses.
3. **Roads and infrastructure.** Expenses increased significantly by approximately \$900 thousand. This is the result of a decrease in costs associated with specific projects including an infrastructure in support of housing project and a pavement rehabilitation project on North Main Street that occurred in the prior year.
4. **Water Enterprise.** Costs associated with water increased approximately \$1.9 million compared to the prior fiscal year. This is primarily the result of fluctuations to pension and OPEB expenses.
5. **Sewer Enterprise.** Costs associated with sewer increased approximately \$2 million compared to the prior fiscal year. This is primarily the result of fluctuations to pension and OPEB expenses.

City of Lakeport, California
Annual Comprehensive Financial Report
For the year ended June 30, 2023

Management's Discussion and Analysis, Continued

GOVERNMENT-WIDE FINANCIAL ANALYSIS, Continued

Governmental Activities

The following table shows the cost of each of the City's major programs and the net cost of the programs. Net cost is the total cost less fees and other direct revenue generated by the activities. The net cost reflects the financial burden that was placed on the City's taxpayers by each of the programs. The total cost of services and the net cost of services for the fiscal years ended June 30, 2023, and 2022, are as follows:

	2023		2022	
	Total Cost of Services	Net Cost of Services	Total Cost of Services	Net Cost of Services
General government	\$ 2,565,089	\$ (2,194,024)	\$ 1,425,139	\$ (1,260,465)
Community development	1,052,867	(988,271)	486,520	(428,777)
Roads and infrastructure	2,444,228	(183,938)	3,257,360	(2,389,844)
Housing and support programs	142,182	(98,895)	186,396	463,360
Economic development	278,865	(116,878)	318,156	65,847
Public safety	4,282,545	(4,220,734)	2,559,046	(2,496,532)
Parks, buildings, and grounds	739,157	917,987	375,204	514,274
Interest and fiscal charges	174,349	(174,349)	216,153	(216,153)
Total	<u>\$ 11,679,282</u>	<u>\$ (7,059,102)</u>	<u>\$ 8,823,974</u>	<u>\$ (5,748,290)</u>

City of Lakeport, California
Annual Comprehensive Financial Report
For the year ended June 30, 2023

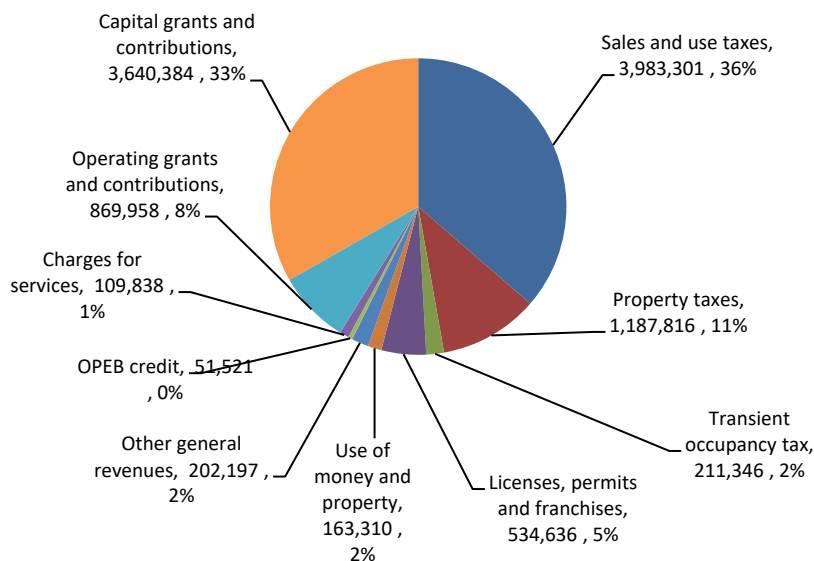
Management’s Discussion and Analysis, Continued

GOVERNMENT-WIDE FINANCIAL ANALYSIS, Continued

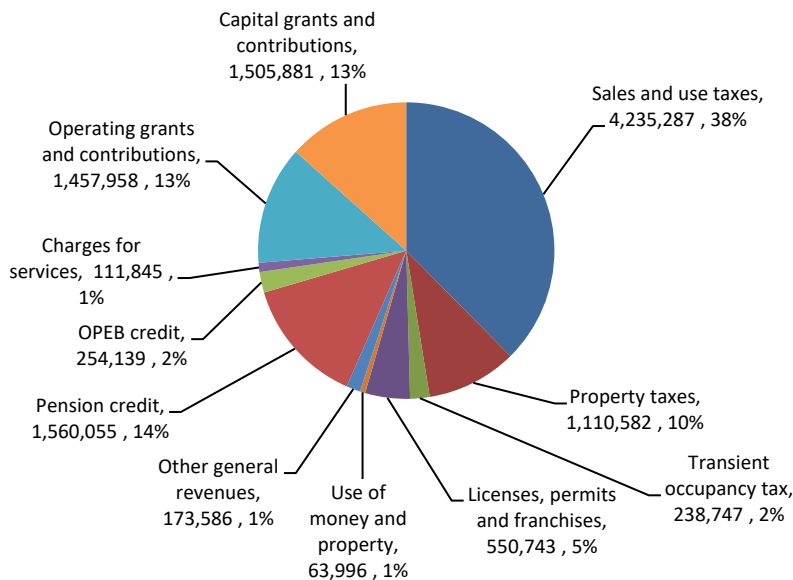
Governmental Activities, Continued

Revenues by source for the fiscal years ended June 30, 2023, and 2022, are as follows:

Revenues by Source - Governmental Activities 2023



Revenues by Source - Governmental Activities 2022

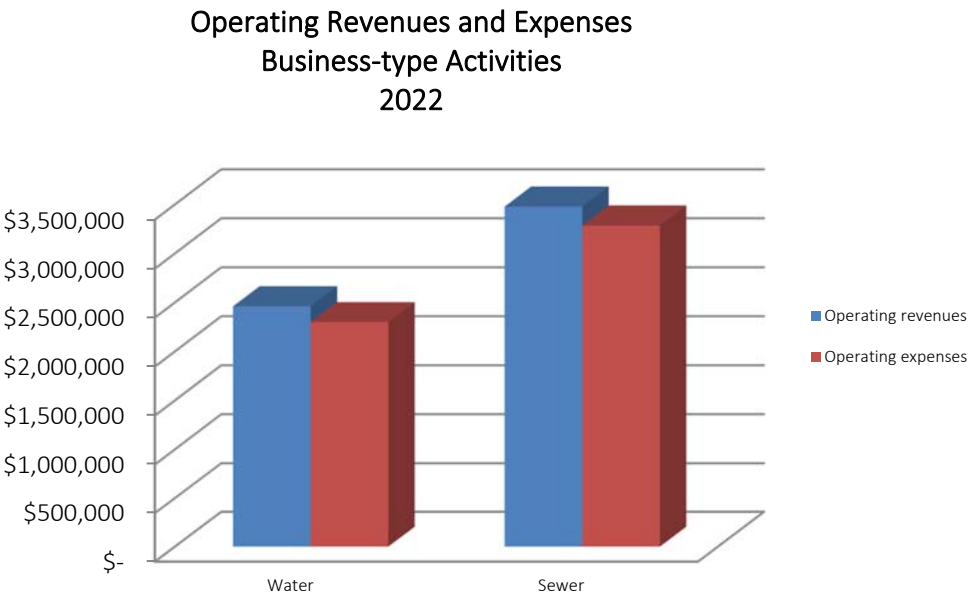
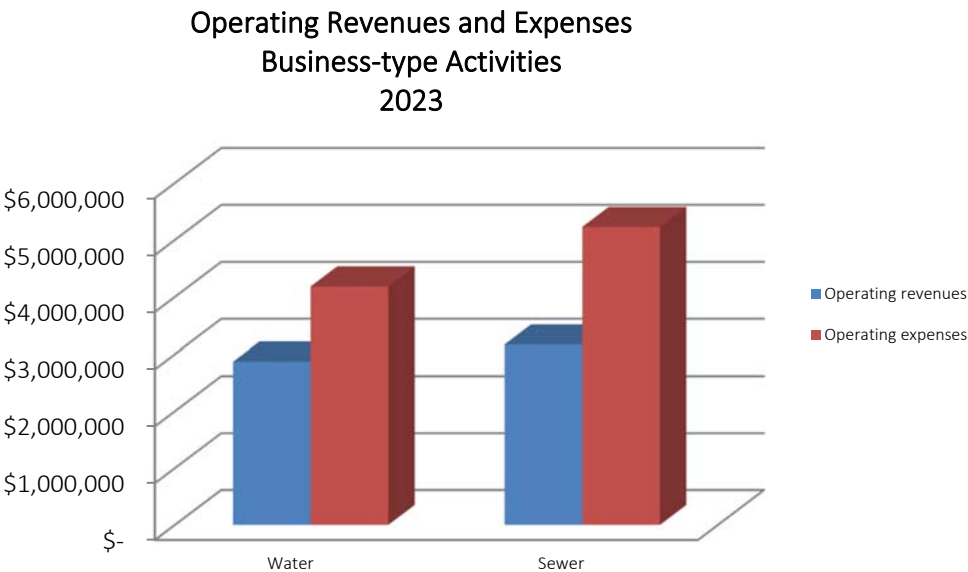


Management’s Discussion and Analysis, Continued

GOVERNMENT-WIDE FINANCIAL ANALYSIS, Continued

Business-type Activities

Business-type activities decreased the City’s net position by \$2,836,754. The City has two business-type activities: Water and Sewer. While both activities generated positive changes in net position the changes were marginal with no specific significant items.

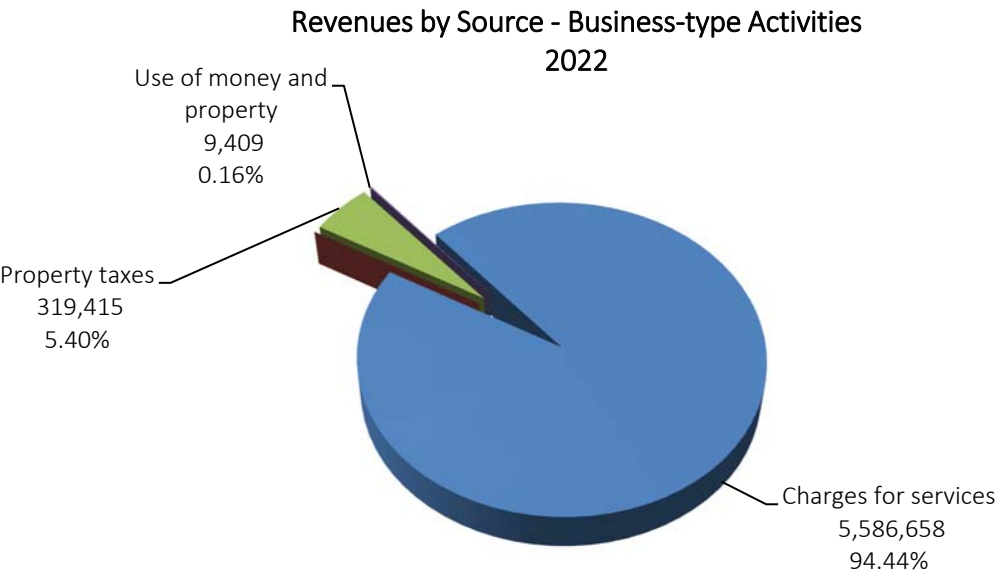
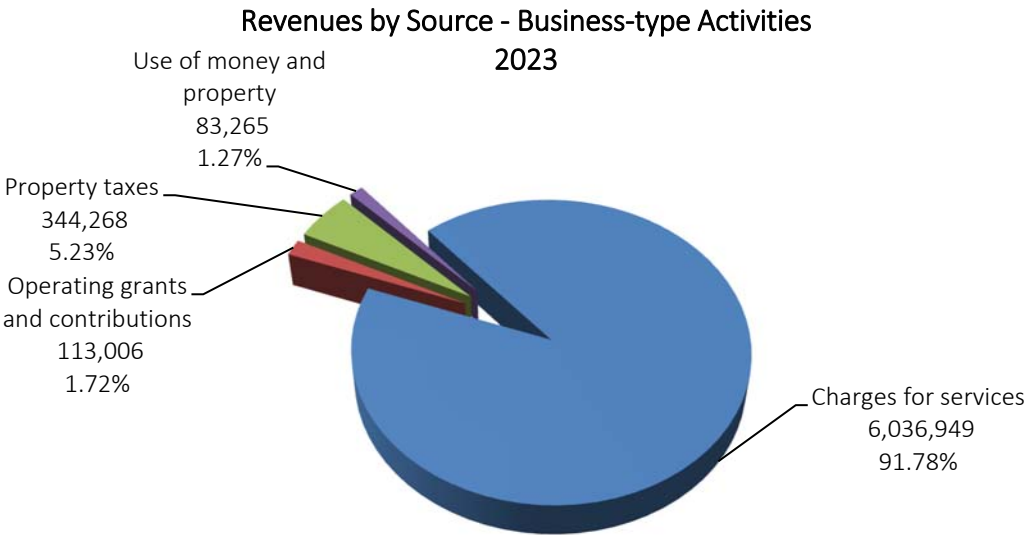


Management’s Discussion and Analysis, Continued

GOVERNMENT-WIDE FINANCIAL ANALYSIS, Continued

Business-type Activities, Continued

The revenues by source for the business-type activities for the fiscal years ended June 30, 2023, and 2022, are as follows:



City of Lakeport, California
Annual Comprehensive Financial Report
For the year ended June 30, 2023

Management's Discussion and Analysis, Continued

GOVERNMENT-WIDE FINANCIAL ANALYSIS, Continued

Financial Analysis of the Government's Funds

The City of Lakeport uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The fund financial statements focus on individual parts of the City government, reporting the City's operations in more detail than the government-wide financial statements.

Governmental funds. The City's governmental funds provide information on near-term inflows, outflows, and balances of spending resources. At the fiscal year ended June 30, 2023, the City's governmental funds reported combined fund balances of \$16,224,239. This is a increase of \$8,135 from last fiscal year.

The General Fund is the chief operating fund of the City. At the fiscal year ended June 30, 2023, General Fund unassigned and assigned fund balance totaled \$1,764,967.

Proprietary funds. Further detail on the change in net position may be found in the section titled **Business-type Activities** on page 14.

Budgetary Highlights

General Fund

The difference between the final budget and actual revenues differs favorably by \$1.2 million. While sales taxes underperformed compared to expectations due the effect of the post pandemic period of significant inflation reducing consumer spending on taxable goods in the City, property taxes and transient occupancy taxes performed as anticipated. Expenditure levels were relatively consistent with the prior, however when compared to the budget there was a \$1.6 million favorable variance. For public safety the approximately \$400 thousand variance was the result of salary savings from unfilled positions. For parks buildings and grounds the approximately \$600 thousand variance was the result of salary savings and capital projects that were not completed as budgeted but carried over into the coming fiscal year.

Lakefront Park Grant Fund

Established to account for the revenues and expenditures associated with a Proposition 68 California Department of Parks and Recreation grant to construct a new park in Lakeport. Significant progress was made on the project and the project will be completed in the coming fiscal year.

City of Lakeport, California
Annual Comprehensive Financial Report
For the year ended June 30, 2023

Management's Discussion and Analysis, Continued

GOVERNMENT-WIDE FINANCIAL ANALYSIS, Continued

Budgetary Highlights, Continued

Safe Routes to School

Established to account for the revenues and expenditures associated with a CalTrans funded project to improve the pedestrian corridor to the Lakeport Unified School sites.

Home Grant Program Income Fund

This fund is used for reinvestment into housing programs from program income generated by past HOME grants. This fund experienced very little activity in the current fiscal year.

Capital Assets

The capital asset balances net of accumulated depreciation for the fiscal years ended June 30, 2023, and 2022, are as follows:

	Governmental Activities		Business-type Activities		Totals	
	2023	2022	2023	2022	2023	2022
Land	\$ 2,498,113	\$ 2,498,113	\$ 2,475,403	\$ 2,475,403	\$ 4,973,516	\$ 4,973,516
Construction in progress	5,819,405	2,007,604	131,159	131,159	5,950,564	2,138,763
Buildings and improvements	4,210,453	4,390,117	7,685,486	7,924,809	11,895,939	12,314,926
Improvements	7,801,793	8,076,451	10,887,934	11,794,769	18,689,727	19,871,220
Vehicles and equipment	562,472	627,348	971,791	860,209	1,534,263	1,487,557
Total	<u>\$ 20,892,236</u>	<u>\$ 17,599,633</u>	<u>\$ 22,151,773</u>	<u>\$ 23,186,349</u>	<u>\$ 43,044,009</u>	<u>\$ 40,785,982</u>

Significant increases to Capital Assets are primarily work in progress costs associated with the construction of the new Lakefront Park. More detail of the capital assets and current activity can be found in the notes to the financial statements on Page 52 for significant accounting policies and Note 5 on Page 66 for other capital asset information.

City of Lakeport, California
Annual Comprehensive Financial Report
For the year ended June 30, 2023

Management's Discussion and Analysis, Continued

GOVERNMENT-WIDE FINANCIAL ANALYSIS, Continued

Debt Administration

	2023	2022
<u>Governmental Activities</u>		
USDA Police Station Bond	\$ 989,000	\$ 1,008,000
2021 Pension Obligation Bonds - Governmental Share	4,494,000	4,740,000
Less: Discount	(33,764)	(35,640)
2018 Series B Solar Bonds - Governmental Share	1,130,000	1,145,000
Less: Discount	(29,926)	(31,351)
Total Governmental Activities	<u>6,549,310</u>	<u>6,826,009</u>
<u>Business-Type Activities</u>		
USDA Water Revenue Bonds, 2016	2,831,400	2,893,400
Pinnacle Water Loan	1,908,000	2,030,000
Banner 2022 Water Bonds	5,985,000	5,985,000
Wastewater Revenue Bonds, 2017 Refunding	1,713,000	1,907,000
USDA WasteWater Revenue Bonds, 2017	3,132,000	3,192,000
2017 CLMSD Sewer District Assessment Bonds	1,986,000	2,160,000
2021 Pension Obligation Bonds - Business-type Share	2,996,000	3,160,000
Less: Discount	(22,510)	(23,760)
2018 Series B Solar Bonds - Business-type Share	3,225,000	3,340,000
Add: Premium	30,553	32,735
Total Business-Type Activities	<u>23,784,443</u>	<u>24,676,375</u>
Total	<u>\$ 30,333,753</u>	<u>\$ 31,502,384</u>

During the year ended June 30, 2023, the City did not issue any new debt instruments and made all debt service payments as required. Additional information on the City's outstanding long-term liabilities can be found in Note 6 on page 68.

City of Lakeport, California
Annual Comprehensive Financial Report
For the year ended June 30, 2023

Management's Discussion and Analysis, Continued

GOVERNMENT-WIDE FINANCIAL ANALYSIS, Continued

Economic Outlook

Several factors, including rising personnel costs, energy market volatility, inflation and actions by the federal and state governments, continue to cause concern about the sustainability of a healthy local economy. The City, along with governments at all levels, remains under pressure to contain operating expenditures to ensure that such costs do not grow at a rate that exceeds revenue growth. A balanced budget in the short- and long-term can quickly become unbalanced if costs are not managed closely. Many of the current economic uncertainties, however, are offset by positive economic developments, leading to an overall outlook of cautious optimism.

The City's economic development efforts and implementation of revised financial policies are intended to help to promote Lakeport's long-term fiscal stability. This is a cornerstone in management's approach to debt structuring, capital improvement planning, labor negotiations, and service delivery.

As we move forward with managing the economic uncertainties associated with the current economic climate, we reaffirm our commitment to fiscally conservative policies. This philosophy has led to the development of a healthy reserve which has enabled the City of Lakeport to weather both the natural and economic storms that have besieged us these past several years. Despite this, the City maintains an overall outlook of cautious optimism.

Requests for Information

This financial report is designed to provide our citizens, taxpayers, creditors and government regulators with a general overview of the City's finances and to demonstrate the City's accountability for the money it receives. Additional information may be found on our website at www.cityoflakeport.com. Below is the contact address for questions about the report or requests for additional financial information.

City of Lakeport
Finance Department
225 Park Street
Lakeport, CA 95453



This page intentionally left blank.

Government-Wide Financial Statements

The Statement of Net Position reports the difference between the City's total assets and the City's total liabilities, including all the City's capital assets and all its long-term debt. The Statement of Net Position summarizes the financial position of all City Governmental Activities in a single column, and the financial position of all the City's Business-Type Activities in a single column; these are followed by a total column which presents the financial position of the entire City.

The City's Governmental Activities include the activities of its General Fund, along with all of its Special Revenue, Capital Projects and Debt Service Funds. The City's Business-Type Activities include all of its Enterprise Fund activities.

The Statement of Activities reports increases and decreases in the City's net position. It presents the City's expenses first, listed by program, and follows these with the expenses of its business-type activities. Program revenues—that is, revenues which are generated directly by these programs—are then deducted from program expenses to arrive at the net expense of each governmental and business-type program. The City's general revenues are then listed in the Governmental Activities or Business-type Activities column, as appropriate, and the Change in Net Position is computed and reconciled with the Statement of Net Position.

Both these Statements include the financial activities of the City and the City of Lakeport Municipal Sewer District, which are legally separate but are component units of the City because they are controlled by the City, which is financially accountable for their activities.

This page intentionally left blank.

City of Lakeport, California
Statement of Net Position
June 30, 2023

	Governmental Activities	Business-type Activities	Total
ASSETS			
Cash and investments	\$ 6,790,993	\$ 14,197,920	\$ 20,988,913
Restricted cash and investments	1,009,454	435,243	1,444,697
Receivables:			
Accounts	3,722,010	1,076,731	4,798,741
Loans/Notes receivable	6,481,032	123,332	6,604,364
Total current assets	18,003,489	15,833,226	33,836,715
Capital assets:			
Nondepreciable	8,317,518	2,606,562	10,924,080
Depreciable	12,574,718	19,545,211	32,119,929
Total noncurrent assets	20,892,236	22,151,773	43,044,009
Total assets	38,895,725	37,984,999	76,880,724
DEFERRED OUTFLOWS OF RESOURCES			
Pension plan	1,632,053	536,471	2,168,524
Total deferred outflows of resources	1,632,053	536,471	2,168,524
Total assets and deferred outflows	\$ 40,527,778	\$ 38,521,470	\$ 79,049,248
LIABILITIES			
Accounts payable	1,330,148	180,507	1,510,655
Other liabilities	19,933	215,582	235,515
Deposits payable	429,169	48,970	478,139
Compensated absences - current portion	134,346	103,441	237,787
Due within one year	288,000	989,000	1,277,000
Total current liabilities	2,201,596	1,537,500	3,739,096
Long-term liabilities:			
Compensated absences	234,029	117,400	351,429
Due after one year	6,261,310	22,795,443	29,056,753
Net OPEB liability	3,272,736	1,336,751	4,609,487
Net pension liability	2,664,131	1,911,990	4,576,121
Total noncurrent liabilities	12,432,206	26,161,584	38,593,790
Total liabilities	14,633,802	27,699,084	42,332,886
DEFERRED INFLOWS OF RESOURCES			
Pension Plan	3,515,995	2,309,521	5,825,516
Total deferred inflows of resources	3,515,995	2,309,521	5,825,516
NET POSITION			
Net investment in capital assets	18,803,162	1,340,820	20,143,982
Restricted for:			
Law enforcement	7,268	-	7,268
Debt service	22,588	338,000	360,588
Housing programs	991,901	-	991,901
Economic development programs	1,051,864	-	1,051,864
Transportation infrastructure	1,040,880	-	1,040,880
Assessment district	-	350,210	350,210
Unrestricted (deficit)	460,318	6,483,835	6,944,153
Total net position	22,377,981	8,512,865	30,890,846
Total liabilities, deferred inflows and net position	\$ 40,527,778	\$ 38,521,470	\$ 79,049,248

The accompanying notes are an integral part of these basic financial statements.

City of Lakeport, California
Statement of Activities
For the year ended June 30, 2023

Functions/Programs	Expenses	Program Revenues		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions
Primary government:				
Governmental activities:				
General government	\$ 2,565,089	\$ -	\$ 371,065	\$ -
Community development	1,052,867	59,881	4,715	-
Roads and infrastructure	2,444,228	37,527	239,523	1,983,240
Housing and support programs	142,182	-	43,287	-
Economic development	278,865	-	161,987	-
Public safety	4,282,545	12,430	49,381	-
Parks, buildings and grounds	739,157	-	-	1,657,144
Interest and fiscal charges	174,349	-	-	-
Total governmental activities	11,679,282	109,838	869,958	3,640,384
Business-type activities:				
Water	4,184,567	2,869,470	113,006	-
Sewer	5,229,675	3,167,479	-	-
Total business-type activities	9,414,242	6,036,949	113,006	-
Total primary government	\$ 21,093,524	\$ 6,146,787	\$ 982,964	\$ 3,640,384

General revenues:

Taxes:

Sales and use taxes

Property taxes, levied for general purposes

Transient occupancy tax, levied for general purposes

Licenses, permits and franchises

Use of money and property

Other general revenues

OPEB credit

Total general revenues

Change in net position

Net position:

Beginning of year

End of year

The accompanying notes are an integral part of these basic financial statements.

Net (Expense) Revenue and Changes in Net Position		
Governmental Activities	Business-Type Activities	Totals
\$ (2,194,024)	\$ -	\$ (2,194,024)
(988,271)	-	(988,271)
(183,938)	-	(183,938)
(98,895)	-	(98,895)
(116,878)	-	(116,878)
(4,220,734)	-	(4,220,734)
917,987	-	917,987
(174,349)	-	(174,349)
(7,059,102)	-	(7,059,102)
-	(1,202,091)	(1,202,091)
-	(2,062,196)	(2,062,196)
-	(3,264,287)	(3,264,287)
(7,059,102)	(3,264,287)	(10,323,389)
3,983,301	-	3,983,301
1,187,816	344,268	1,532,084
211,346	-	211,346
534,636	-	534,636
163,310	83,265	246,575
202,197	-	202,197
51,521	-	51,521
6,334,127	427,533	6,761,660
(724,975)	(2,836,754)	(3,561,729)
23,102,956	11,349,619	34,452,575
\$ 22,377,981	\$ 8,512,865	\$ 30,890,846

This page intentionally left blank.

**FUND FINANCIAL STATEMENTS
MAJOR FUNDS**

Fund	Description
General Fund	The General Fund is used for all the general revenues of the City not specifically levied or collected for other City funds and the related expenditures. The major revenue sources for this fund are property taxes, sales taxes, franchise fees, business licenses, unrestricted revenues from the state, fines and forfeitures, and interest income. Expenditures are made for community development, public safety, public works, and other services.
Lakefront Park Grant	Established to account for the revenues and expenditures associated with a Proposition 68 California Department of Parks and Recreation grant to construct a new park in Lakeport.
Safe Routes to School	Established to account for the revenues and expenditures associated with a CalTrans funded project to improve the pedestrian corridor to the Lakeport Unified School sites.
HOME Grant Program Income	This fund is used for reinvestment into housing programs from program income generated by past HOME grants.

City of Lakeport, California
Balance Sheet
Governmental Funds
June 30, 2023

	Major Funds					
	General Fund	Lakefront Park Grant Special Revenue	Safe Routes to School	HOME Grant Program Income	Nonmajor Governmental Funds	Totals
ASSETS						
Cash and investments	\$ 3,330,307	\$ -		\$ 744,825	\$ 2,715,861	\$ 6,790,993
Restricted cash and investments	1,009,454	-	-		-	1,009,454
Receivables:						
Intergovernmental	-	1,869,606	-	-	304,385	2,173,991
Loans/Notes receivable	-	-	-	5,407,475	1,073,557	6,481,032
Other receivable	1,490,622	-	-	-	57,397	1,548,019
Due from other funds	1,606,791	-	-	-	-	1,606,791
Advances to other funds	289,481	-	-	-	-	289,481
Total assets	\$ 7,726,655	\$ 1,869,606	\$ -	\$ 6,152,300	\$ 4,151,200	\$ 19,899,761
LIABILITIES AND FUND BALANCES						
Liabilities:						
Accounts payable	545,003	\$ 751,694	\$ -	\$ -	\$ 33,451	\$ 1,330,148
Due to other funds	-	1,117,912	147,640	-	341,239	1,606,791
Deposits payable	429,169		-	-	-	429,169
Interest payable	19,933	-	-	-	-	19,933
Advances from other funds	-	-	-	-	289,481	289,481
Total liabilities	994,105	1,869,606	147,640	-	664,171	3,675,522
Fund balances:						
Nonspendable						
Advances to other funds	289,481	-	-	-	-	289,481
Loans/Notes receivable	-	-	-	5,407,475	-	5,407,475
Restricted						
Law enforcement	1,874	-	-	-	5,394	7,268
Debt service	22,588	-	-	-	-	22,588
Housing programs	-	-	-	744,825	247,076	991,901
Economic development programs	-				1,051,864	1,051,864
Transportation infrastructure	-	-	-	-	1,040,880	1,040,880
Committed						
Operating reserve	1,101,595	-	-	-	-	1,101,595
Reserve for economic uncertainties	1,468,794	-	-	-	-	1,468,794
Disaster reserve	734,397	-	-	-	-	734,397
Vehicles and equipment replacement reserve	147,735	-	-	-	-	147,735
Road improvement reserve	214,253	-	-	-	-	214,253
Pension and OPEB reserve	986,866	-	-	-	-	986,866
Assigned						
Capital projects	1,500,000	-	-	-	1,395,578	2,895,578
Unassigned (deficit)	264,967	-	(147,640)	-	(253,763)	(136,436)
Total fund balances	6,732,550	-	(147,640)	6,152,300	3,487,029	16,224,239
Total liabilities, deferred inflows and fund balances	\$ 7,726,655	\$ 1,869,606	\$ -	\$ 6,152,300	\$ 4,151,200	\$ 19,899,761

The accompanying notes are an integral part of these basic financial statements.

City of Lakeport, California
Reconciliation of the Governmental Funds Balance Sheet
to the Statement of Net Position
June 30, 2023

Total fund balances - total governmental funds		\$ 16,224,239
--	--	---------------

Amounts reported for governmental activities in the Statement of Net Position are different because:

Capital assets used in governmental activities are not current financial resources and, therefore, are not reported in the governmental funds balance sheet.		20,892,236
--	--	------------

Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the governmental funds balance sheet.

Compensated absences	\$ (368,375)	
Long-term debt	(6,549,310)	
Net OPEB liability	(3,272,736)	
Net pension liability	<u>(2,664,131)</u>	(12,854,552)

Pension obligations result in deferred outflows and inflows of resources associated with the actuarial value of contributions, assets, and liabilities

Deferred outflows - pensions	1,632,053	
Deferred inflows - pensions	<u>(3,515,995)</u>	(1,883,942)

Net Position of governmental activities

\$ 22,377,981

The accompanying notes are an integral part of these basic financial statements.

City of Lakeport, California

Statement of Revenues, Expenditures, and Changes in Fund Balances

Governmental Funds

For the year ended June 30, 2023

	Major Funds					Totals
	General Fund	Lakefront Park Grant Special Revenue	Safe Routes to School	HOME Grant Program Income	Other Governmental Funds	
REVENUES:						
Taxes:						
Sales	\$ 3,983,301	\$ -	\$ -	\$ -	\$ -	\$ 3,983,301
Property	1,187,816	-	-	-	-	1,187,816
Transient occupancy	211,346	-	-	-	-	211,346
Licenses, permits and franchises	534,636	-	-	-	-	534,636
Fines, forfeitures and penalties	12,430	-	-	-	-	12,430
Intergovernmental	371,065	1,657,144	1,313,406	-	1,168,727	4,510,342
Use of money and property	126,331	-	-	22,553	14,426	163,310
Charges for services	97,408	-	-	-	-	97,408
Other revenues	94,021	-	-	-	108,176	202,197
Total revenues	6,618,354	1,657,144	1,313,406	22,553	1,291,329	10,902,786
EXPENDITURES:						
Current:						
General government:						
Council	107,828	-	-	-	-	107,828
Administration	378,593	-	-	-	-	378,593
Attorney	67,774	-	-	-	-	67,774
Finance and information technology	361,895	-	-	-	-	361,895
Non-departmental	270,138	-	-	-	-	270,138
Community development:						
Planning	378,931	-	-	-	-	378,931
Building	301,903	-	-	-	-	301,903
Roads and infrastructure:						
Public works	1,060,854	-	-	-	222,207	1,283,061
Engineering	152,518	-	-	-	-	152,518
Housing and support programs	-	-	-	4,738	120,463	125,201
Economic development	83,214	-	-	-	195,651	278,865
Public safety	2,288,685	-	-	-	13,570	2,302,255
Parks, buildings and grounds	483,516	45,643	-	-	-	529,159
Capital outlay	47,991	2,350,755	1,461,046	-	28,709	3,888,501
Debt service:						
Principal	280,000	-	-	-	-	280,000
Interest and fiscal charges	171,048	-	-	-	-	171,048
Total expenditures	6,434,888	2,396,398	1,461,046	4,738	580,600	10,877,670
REVENUES OVER (UNDER) EXPENDITURES	183,466	(739,254)	(147,640)	17,815	710,729	25,116
OTHER FINANCING SOURCES (USES):						
Loss on note receivable	-	-	-	-	(16,981)	(16,981)
Transfers in	49,381	-	-	-	24,259	73,640
Transfers out	(24,259)	-	-	-	(49,381)	(73,640)
Total other financing sources (uses)	25,122	-	-	-	(42,103)	(16,981)
Net change in fund balances	208,588	(739,254)	(147,640)	17,815	668,626	8,135
FUND BALANCES (DEFICITS):						
Beginning of year	6,523,962	739,254	-	6,134,485	2,818,403	16,216,104
End of year	<u>\$ 6,732,550</u>	<u>\$ -</u>	<u>\$ (147,640)</u>	<u>\$ 6,152,300</u>	<u>\$ 3,487,029</u>	<u>\$ 16,224,239</u>

The accompanying notes are an integral part of these basic financial statements.

City of Lakeport, California

Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities For the year ended June 30, 2023

Net change in fund balances - total governmental funds	\$	8,135
---	-----------	--------------

Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report capital outlays as expenditures while governmental activities report depreciation expense to allocate those expenditures over the life of the

Capital asset purchases capitalized	\$	3,890,118	
Depreciation expense		<u>(597,809)</u>	3,292,309

The issuance of long-term debt (e.g., bonds, leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position.

Debt payments		<u>276,699</u>	276,699
---------------	--	----------------	---------

Some revenues and expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds:

Change in compensated absences			(35,855)
--------------------------------	--	--	----------

Certain employee benefit obligations are recorded on a pay-as-you-go basis in the governmental funds, but are accrued as liabilities in the Statement of Net Position:

Net OPEB liability		51,521	
Net Pension liability		<u>(4,317,784)</u>	(4,266,263)

Change in Net Position of governmental activities	\$	<u>(724,975)</u>
--	-----------	-------------------------

The accompanying notes are an integral part of these basic financial statements.

City of Lakeport, California

Statement of Revenues, Expenditures, and Changes in Fund Balances -

Budget to Actual - General and Major Special Revenue Funds

For the year ended June 30, 2023

	General Fund			
	Budgeted Amounts			Variance w/Final Positive (Negative)
	Original	Final	Actual	
REVENUES:				
Taxes:				
Sales	4,505,543	4,505,543	3,983,301	\$ (522,242)
Property	1,203,500	1,203,500	1,187,816	(15,684)
Transient occupancy	200,000	200,000	211,346	11,346
Licenses, permits and franchises	503,700	503,700	534,636	30,936
Fines, forfeitures and penalties	11,000	11,000	12,430	1,430
Intergovernmental	314,500	414,500	371,065	(43,435)
Use of money and property	87,000	87,000	126,331	39,331
Charges for services	75,000	75,000	97,408	22,408
Other revenues	31,800	31,800	94,021	62,221
Total revenues	6,932,043	7,032,043	6,618,354	(413,689)
EXPENDITURES:				
Current:				
General government:				
Council	114,412	114,412	107,828	6,584
Administration	376,814	376,814	378,593	(1,779)
Attorney	63,800	63,800	67,774	(3,974)
Finance and information technology	353,399	353,399	361,895	(8,496)
Non-departmental	337,000	337,000	270,138	66,862
Community development:				
Planning	554,233	554,233	378,931	175,302
Building	335,702	335,702	301,903	33,799
Roads and infrastructure:				
Public works	1,140,109	1,140,109	1,060,854	79,255
Engineering	132,682	132,682	152,518	(19,836)
Housing and support programs	-	-	-	-
Economic development	219,000	219,000	83,214	135,786
Public safety	2,350,874	2,656,874	2,288,685	368,189
Parks, buildings and grounds	718,044	1,068,044	483,516	584,528
Capital outlay	183,000	283,000	47,991	235,009
Debt service:				
Principal	280,000	280,000	280,000	-
Interest and fiscal charges	171,841	171,841	171,048	793
Total expenditures	7,330,910	8,086,910	6,434,888	1,652,022
REVENUES OVER (UNDER)				
EXPENDITURES	(398,867)	(1,054,867)	183,466	1,238,333
OTHER FINANCING SOURCES (USES):				
Transfers in	486,841	486,841	49,381	437,460
Transfers out	(451,841)	(451,841)	(24,259)	(427,582)
Total other financing sources (uses)	35,000	35,000	25,122	9,878
Net change in fund balances	(363,867)	(1,019,867)	208,588	1,248,211
FUND BALANCES (DEFICITS):				
Beginning of year	6,523,962	6,523,962	6,523,962	-
End of year	\$ 6,160,095	\$ 5,504,095	\$ 6,732,550	\$ 1,248,211

The accompanying notes are an integral part of these basic financial statements.

City of Lakeport, California
Statement of Revenues, Expenditures, and Changes in Fund Balances -
Budget to Actual - General and Major Special Revenue Funds
For the year ended June 30, 2023

	HOME Grant Program Income		
	Budgeted Amounts		Variance w/Final
	Original	Final	Positive (Negative)
REVENUES:			
Intergovernmental	\$ -	\$ -	\$ 1,313,406
Use of money and property	-	-	22,553
Total revenues	-	-	1,335,959
EXPENDITURES:			
Current:			
Housing and support programs	10,000	10,000	4,738
Total expenditures	10,000	10,000	4,738
REVENUES OVER (UNDER)			
EXPENDITURES	(10,000)	(10,000)	1,331,221
OTHER FINANCING SOURCES (USES):			
Transfers in	-	-	-
Transfers out	-	-	-
Total other financing sources (uses)	-	-	-
Net change in fund balances	(10,000)	(10,000)	1,330,697
FUND BALANCES (DEFICITS):			
Beginning of year	-	-	6,134,485
End of year	\$ (10,000)	\$ (10,000)	\$ 7,465,706
			\$ 1,330,697

The accompanying notes are an integral part of these basic financial statements.

(concluded)

PROPRIETARY FUNDS

Proprietary funds account for City operations financed and operated in a manner similar to a private business enterprise. The intent of the City is that the cost of providing goods and services be financed primarily through user charges.

The City maintains two enterprise funds: water and sewer described as follows:

Fund	Description
Major Funds:	
Water Enterprise 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.
Sewer Enterprise 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.

City of Lakeport, California
Statement of Net Position
Proprietary Funds
June 30, 2023

	Water	Sewer	Totals
ASSETS			
Current assets:			
Cash and investments	\$ 7,870,575	\$ 6,327,345	14,197,920
Restricted cash	15,831	419,412	435,243
Receivables:			
Accounts, net of uncollectibles	522,617	548,636	1,071,253
Notes receivable	38,233	85,099	123,332
Total current assets	<u>8,447,256</u>	<u>7,385,970</u>	<u>15,833,226</u>
Noncurrent assets:			
Capital assets not being depreciated:			
Land	740,170	1,735,233	2,475,403
Construction in progress	-	131,159	131,159
Capital assets being depreciated:			
Buildings and improvements	12,929,618	29,363,126	42,292,744
Machinery, equipment and vehicles	765,831	1,759,595	2,525,426
Less: Accumulated depreciation	<u>(5,739,017)</u>	<u>(19,533,942)</u>	<u>(25,272,959)</u>
Total noncurrent assets	<u>8,696,602</u>	<u>13,455,171</u>	<u>22,151,773</u>
Total Assets	<u>17,143,858</u>	<u>20,841,141</u>	<u>37,984,999</u>
DEFERRED OUTFLOWS OF RESOURCES			
Pension plan	388,607	147,864	536,471
Total assets and deferred outflows of resources	<u>\$ 17,532,465</u>	<u>\$ 20,989,005</u>	<u>\$ 38,521,470</u>
LIABILITIES			
Current liabilities:			
Accounts payable	\$ 70,525	\$ 109,982	\$ 180,507
Interest payable	144,749	70,833	215,582
Deposits payable	48,730	240	48,970
Compensated absences - current portion	49,404	54,037	103,441
Pension obligation bonds - current portion	83,000	83,000	166,000
Due within one year	288,000	535,000	823,000
Total current liabilities	<u>684,408</u>	<u>853,092</u>	<u>1,537,500</u>
Noncurrent liabilities:			
Compensated absences	68,996	48,404	117,400
Pension obligation bonds	1,415,000	1,415,000	2,830,000
Due after one year	11,182,400	8,783,043	19,965,443
Net pension liability	878,262	1,033,728	1,911,990
Net OPEB liability	645,328	691,423	1,336,751
Total noncurrent liabilities	<u>14,189,986</u>	<u>11,971,598</u>	<u>26,161,584</u>
Total liabilities	<u>14,874,394</u>	<u>12,824,690</u>	<u>27,699,084</u>
DEFERRED INFLOWS OF RESOURCES			
Pension Plan	1,087,340	1,222,181	2,309,521
Total deferred inflows of resources	<u>1,087,340</u>	<u>1,222,181</u>	<u>2,309,521</u>
NET POSITION			
Net Position:			
Net investment in capital assets	(3,655,575)	4,996,395	1,340,820
Restricted for debt service	110,000	228,000	338,000
Restricted for assessment district	-	350,210	350,210
Unrestricted (deficit)	5,116,306	1,367,529	6,483,835
Total net position	<u>1,570,731</u>	<u>6,942,134</u>	<u>8,512,865</u>
Total liabilities, deferred inflows and net position	<u>\$ 17,532,465</u>	<u>\$ 20,989,005</u>	<u>\$ 38,521,470</u>

The accompanying notes are an integral part of these basic financial statements.

City of Lakeport, California
Statement of Revenues, Expenses, and Changes in Fund Net Position
Proprietary Funds
For the year ended June 30, 2023

	Water	Sewer	Totals
OPERATING REVENUES:			
Charges for service	\$ 2,734,105	3,167,479	\$ 5,901,584
Other operating revenue	135,365	-	135,365
Total operating revenues	2,869,470	3,167,479	6,036,949
OPERATING EXPENSES:			
Personnel services	1,041,270	1,014,950	2,056,220
Pension expense	1,530,835	1,853,116	3,383,951
Materials, services and supplies	864,255	1,120,418	1,984,673
Depreciation	358,145	948,995	1,307,140
Total operating expenses	3,794,505	4,937,479	8,731,984
OPERATING INCOME	(925,035)	(1,770,000)	(2,695,035)
NONOPERATING REVENUES (EXPENSES):			
Property taxes and special assessments	-	344,268	344,268
Intergovernmental	113,006	-	113,006
Investment revenue	18,165	35,100	53,265
Lease revenue	-	30,000	30,000
Interest and fiscal charges expense	(390,062)	(292,196)	(682,258)
Total non-operating revenues, net	(258,891)	117,172	(141,719)
NET INCOME BEFORE TRANSFERS	(1,183,926)	(1,652,828)	(2,836,754)
Transfers in	-	-	-
Transfers out	-	-	-
Total transfers	-	-	-
CHANGE IN NET POSITION	(1,183,926)	(1,652,828)	(2,836,754)
NET POSITION:			
Beginning of year	2,754,657	8,594,962	11,349,619
End of year	<u>\$ 1,570,731</u>	<u>\$ 6,942,134</u>	<u>\$ 8,512,865</u>

The accompanying notes are an integral part of these basic financial statements.

City of Lakeport, California
Statement of Cash Flows
Proprietary Funds
For the year ended June 30, 2023

	Water	Sewer	Totals
CASH FLOWS FROM OPERATING ACTIVITIES:			
Cash received from customers/users for services provided	\$ 2,768,752	\$ 3,142,820	\$ 5,911,572
Cash payments to suppliers for goods and services	(825,371)	(1,063,683)	(1,889,054)
Cash payments to employees for services	(1,160,409)	(1,167,786)	(2,328,195)
Net cash provided by operating activities	782,972	911,351	1,694,323
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:			
Grants received	113,006	-	113,006
Property taxes and assessments received	-	344,268	344,268
Net cash used by noncapital financing activities	113,006	344,268	457,274
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:			
Acquisition and construction of capital assets	(215,878)	(56,686)	(272,564)
Principal paid on long term debt	(285,521)	(606,411)	(891,932)
Interest paid on long term debt	(302,867)	(296,150)	(599,017)
Proceeds from lease revenue	-	30,000	30,000
Net cash (used) by capital and related financing activities	(804,266)	(929,247)	(1,733,513)
CASH FLOWS FROM INVESTING ACTIVITIES:			
Investment income received (loss)	18,165	35,100	53,265
Net cash provided by investing activities	18,165	35,100	53,265
Net increase (decrease) in cash and cash equivalents	109,877	361,472	471,349
CASH AND CASH EQUIVALENTS:			
Beginning of year	7,776,529	6,385,285	14,161,814
End of year	<u>\$ 7,886,406</u>	<u>\$ 6,746,757</u>	<u>\$ 14,633,163</u>
Presentation in Statement of Financial Position:			
Cash and investments	\$ 7,870,575	\$ 6,327,345	\$ 14,197,920
Restricted cash and investments	15,831	419,412	435,243
Total Cash and investments	<u>\$ 7,886,406</u>	<u>\$ 6,746,757</u>	<u>\$ 14,633,163</u>
Reconciliation of income from operations to net cash provided by operating activities:			
Operating income	\$ (925,035)	\$ (1,770,000)	\$ (2,695,035)
Adjustments to reconcile operating income to net cash provided by operating activities:			
Depreciation	358,145	948,995	1,307,140
Amortization	-	-	-
Changes in net pension liability	1,414,447	1,712,225	3,126,672
Changes in net OPEB liability	(10,159)	(10,885)	(21,044)
(Increase) decrease in current assets:			
Accounts receivable	(110,714)	(25,471)	(136,185)
Increase (decrease) in liabilities:			
Accounts payable	38,884	56,735	95,619
Deposits payable	7,170	-	7,170
Compensated absences	7,408	(1,060)	6,348
Net cash provided by operating activities	<u>\$ 782,972</u>	<u>\$ 911,351</u>	<u>\$ 1,694,323</u>

There were no noncash investing, capital, or financing activities affecting recognized assets and liabilities for the year ended June 30, 2023.

The accompanying notes are an integral part of these basic financial statements.

This page intentionally left blank.

FIDUCIARY ACTIVITIES

Fiduciary funds account for assets held by the City as an agent for individuals, private organizations, and other governments. The financial activities of these funds are excluded from the Government-wide financial statements, but are presented in the separate Fiduciary Fund financial statements. **Private Purpose Trust Funds** are used for resources held for other individuals and entities in a manner similar to private enterprise. The City has the following private purpose trust fund:

Fund	Description
Redevelopment Non-Housing Successor Private Purpose Trust Fund	Accounts for funds collected and disbursed for the dissolution of the former Lakeport Redevelopment Agency related to administration and retirement of enforceable obligations.

City of Lakeport, California
Statement of Fiduciary Net Position
Fiduciary Activities
June 30, 2023

	Redevelopment Non-Housing Successor Private Purpose Trust Fund
ASSETS	
Current assets:	
Cash and investments	\$ 771,335
Cash and investments with trustee/fiscal agent	111
Total current assets	<u>771,446</u>
Total assets	<u>771,446</u>
LIABILITIES	
Current liabilities:	
Interest payable	\$ 51,267
Due within one year	<u>235,000</u>
Total current liabilities	<u>286,267</u>
Long-term liabilities:	
Due after one year	<u>3,510,000</u>
Total long-term liabilities	<u>3,510,000</u>
Total liabilities	<u>3,796,267</u>
NET POSITION (DEFICIT)	
Restricted for:	
Debt service	317,230
Individuals, organizations, and other governments	<u>(3,342,051)</u>
Total net position (deficit)	<u>\$ (3,024,821)</u>

The accompanying notes are an integral part of these basic financial statements.

City of Lakeport, California
Statement of Changes in Fiduciary Net Position
Redevelopment Agency Successor Private Purpose Trust Fund
For the year ended June 30, 2023

	Private Purpose Trust Fund
ADDITIONS:	
Property taxes	\$ 556,800
Total additions	<u>556,800</u>
DEDUCTIONS:	
Administrative costs	97,818
Interest and trustee fees	<u>158,643</u>
Total deductions	<u>256,461</u>
CHANGE IN FIDUCIARY NET POSITION	300,339
NET POSITION (DEFICIT):	
Beginning of year	<u>(3,325,160)</u>
End of year	<u>\$ (3,024,821)</u>

The accompanying notes are an integral part of these basic financial statements.

NOTES TO BASIC FINANCIAL STATEMENTS



This page intentionally left blank.

City of Lakeport, California
Basic Financial Statements
For the year ended June 30, 2023

Index to Notes to Basic Financial Statements

The notes to the financial statements include a summary of significant accounting policies and other notes considered essential to fully disclose and fairly present the transactions and financial position of the City as follows:

	<u>Page</u>
Note 1 - Summary of Significant Accounting Policies	46
Note 2 - Cash and Investments	60
Note 3 - Accounts Receivable.....	64
Note 4 – Loans, Notes Receivable, and Interfund Borrowing	65
Note 5 – Capital Assets	66
Note 6 – Long Term Liabilities	68
Note 7 – Net Position/Fund Balances	73
Note 8 – Interfund Transactions	77
Note 9 – Risk Management	78
Note 10 – Public Employee Retirement Plan	80
Note 11 – Post Retirement Healthcare Benefits.....	87
Note 12 – Successor Agency Trust for Assets of Former Redevelopment Agency	91
Note 13 – New Accounting Pronouncements.....	93

City of Lakeport, California
Basic Financial Statements
For the year ended June 30, 2023

Notes to the Basic Financial Statements

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the City conform to accounting principles generally accepted in the United States of America as applied to government agencies. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant accounting policies of the City are described below:

A. Defining the reporting entity

The City of Lakeport was incorporated in 1888 under the laws of the State of California. Lakeport operates under a Council-Manager form of government. The City Manager serves as the chief executive for day-to-day operations and long-term planning, including executing the policies and directives of the City Council. Department heads report directly to the City Manager and serve at his or her pleasure.

The City provides a range of municipal services to its citizens including public safety, public works, planning and building regulation, recreation and parks, and water and sewer services.

These financial statements present the financial status of the City and its components units. The component units discussed in the following paragraph are included in the City's financial statements because the City is financially accountable for their operations.

The Redevelopment Agency of the City of Lakeport (the Agency) was established by the City as a separate legal entity in accordance with state law. The purpose of the Agency is to encourage new investment and reinvestment within legally designated redevelopment areas in partnership with property owners. The Agency was dissolved on February 1, 2013 by the State Legislature and California Governor, Jerry Brown.

The Municipal Sewer District No. 1 (CLMSD) was established as a separate legal entity to obtain funding to construct a new sewage treatment plant and pumping stations in 1965. In later years an assessment district was formed for the purpose of financing needed improvements and expansion of the wastewater systems.

Although the component units are legally separate from the City, they are reported on a blended basis as part of the primary government because their boards consist of members of the City Council. The component units' financial statements may be obtained from the City.

Notes to the Basic Financial Statements, Continued

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

B. Government-wide and Fund Financial Statements

The government-wide financial statements report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and (2) grant and contributors that are restricted to meeting the operational or capital requirements of a particular function. Taxes, and other items not properly included among program revenues are reported instead as general revenues.

The accounts of the City are organized on the basis of funds. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenue, and expenditures or expenses, as appropriate. Government resources are allocated to, and accounted for, in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

In the fund financial statement in the report, the various funds are grouped into generic funds within four broad fund types. They are as follows:

Governmental Funds

The **General Fund** is the general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.

Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than special assessments, expendable trust of major capital projects) that are legally restricted to expenditures for specific purposes.

Capital Project Funds are used to account for revenue and expenditures restricted to the acquisition or major capital facilities (other than those financed by proprietary or trust funds).

Debt Service Funds are used to account for the accumulation of resources for, and the payment to, governmental long-term debt, both principal and interest.

Notes to the Basic Financial Statements, Continued

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued
- B. Government-wide and Fund Financial Statements, Continued

Proprietary Funds

Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprise –the intent of the governing body is that the cost (expenses, including depreciation) of providing goods or services to the general public on a continuing basis, be financed or recovered primarily through user charges. The City accounts for the operation of its water and sewer utility fund on this basis.

Internal Service funds are used to account for operations similar to enterprise funds. The difference between the two is that internal service funds provide goods and services to departments and agencies under the primary government. Currently the City does not use an internal service fund.

Fiduciary Funds

Private Purpose Trust Fund is used to account for monies held on behalf of others in a fiduciary capacity, typically pursuant to a formal trust agreement. The City reports one private purpose trust fund: Redevelopment Non-Housing Successor Private Purpose Trust Fund which accounts for fund collect and disbursed for the dissolution of the former Lakeport Redevelopment Agency. For more information about the Successor Agency for the Former Lakeport Redevelopment Agency see Note 14.

An emphasis is placed on major funds within the governmental and proprietary categories. A fund is considered major if it is the primary operating fund of the City or meets the following criteria:

1. Total assets, liabilities, revenues, or expenditures/expenses of that individual governmental fund are at least 10 percent of the corresponding total for all funds of that category or type; and,
2. Total assets, liabilities, revenues, or expenditures/expenses of the individual governmental fund are at least 5 percent of the corresponding total for all governmental funds combined.

Notes to the Basic Financial Statements, Continued

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

The City reports the following major funds:

- General Fund - The General Fund is used for all the general revenues of the City not specifically levied or collected for other City funds and the related expenditures. The major revenue sources for this fund are property taxes, sales taxes, franchise fees, business licenses, unrestricted revenues from the state, fines and forfeitures, and interest income. Expenditures are made for community development, public safety, public works, and other services.
- Lakefront Park Grant Special Revenue - Established to account for the revenues and expenditures associated with a Proposition 68 California Department of Parks and Recreation grant to construct a new park in Lakeport.
- Safe Routes to School - Established to account for the revenues and expenditures associated with a CalTrans funded project to improve the pedestrian corridor to the Lakeport Unified School sites.
- HOME Grant Program Income - This fund is used for reinvestment into housing programs from program income generated by past HOME grants.
- Water - 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.
- Sewer - 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.

C. Basis of Accounting and Measurement Focus

Basis of accounting refers to when revenue and expenditures (or expenses) are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of measurements made, regardless of the measurement focus applied.

Measurement focus is the determination of (1) which assets and which liabilities are included on a government's balance sheet and where they are reported, and (2) whether an operating statement presents information on the flow of financial resources (revenues and expenditures) or information on the flow of economic resources (revenues and expenses).

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund financial statement. Revenue is recorded when earned and expenses are recorded when liabilities are incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements have been met.

Notes to the Basic Financial Statements, Continued

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

C. Basis of Accounting and Measurement Focus, Continued

In the fund financial statements, all governmental funds are accounted for using the modified accrual basis of accounting. Revenue is recognized when they become both measurable and available to finance the expenditures of the current period (susceptible to accrual). Major revenue sources susceptible to accrual include substantially all property taxes, taxpayer-assessed taxes (such as sales and use, utility users, business license, transient occupancy, franchise fees and gas taxes), interest, special assessments levied, state and federal grants and charges for current services. For this purpose, the City considers revenues to be available if they are collected within 90 days of the end of the current fiscal period. Revenue from licenses, permits, fines and forfeits is recorded as received. Expenditures are recorded when the related fund liability is incurred.

All governmental funds are accounted for using a current financial resources measurement focus. This means that only current assets and current liabilities are generally included on their balance sheets. Their reported fund balance (net current assets) is considered a measure of “available spendable resources.” Governmental fund operating statements present increases (revenue and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they present a summary of sources and uses of “available spendable resources” during a period.

The government-wide financial statements, as well as the proprietary funds and fiduciary funds financial statements, are accounted for on a flow of economic resources measurement focus. This means that all assets and all liabilities (whether current or noncurrent) associated with their activity are included on their balance sheets. Proprietary fund operating statements present increases (revenues) in net total assets.

D. Use of Estimates

Financial statement preparation in conformity with accounting principles generally accepted in the United States of America requires the use of estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

E. Cash and Investments

The City’s cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

Notes to the Basic Financial Statements, Continued

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

E. Cash and Investments, Continued

The City pools cash and investments from all funds for the purpose of increasing income through investment activities. Highly liquid money market investments with maturities of one year or less at time of purchase are stated at amortized cost. All other investments are stated at fair value in accordance with GASB Statement No. 31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools*. Market value is used as fair value for those securities for which market quotations are readily available.

F. Receivable and Payables

Balances representing lending/borrowing transactions between funds outstanding at the end of the fiscal year are reported as either “due to/due from other funds” (amounts due within one year), “advances to/from other funds” (non-current portions of interfund lending/borrowing transactions), or “loans to/from other funds” (long-term lending/borrowing transactions as evidenced by loan agreements). Advances and loans to other funds are offset by a fund balance reserve in applicable

governmental funds to indicate they are not available for appropriation, and are not expendable available financial resources.

Property, sales, use, and utility user taxes related to the current fiscal year are accrued as revenue and accounts receivable and considered available if received within 60 days of year end. Federal and state grants are considered receivable and accrued as revenue when reimbursable costs are incurred under the accrual basis of accounting in the government-wide statement of net position. The amount recognized as revenue under the modified accrual basis of accounting is limited to the amount that is deemed measurable and available. The City considers these taxes available if they are received during the period when settlement of prior fiscal year accounts payable and payroll charges normally occur.

Grants, entitlements or shared revenue is recorded as receivables and revenue in the general, special revenue and capital project funds when they are received or susceptible to accrual. Notes receivables represent individual loans, secured by property liens in favor of the City and the Redevelopment Agency, made through various sources, including the Community Development Block Grant (CDBG) and federal HOME housing programs. When repaid, these amounts are designated for purposes allowed under the aforementioned reuse guidelines.

F. Allowance for Doubtful Accounts

Management has elected to record bad debts using the allowance method.

Notes to the Basic Financial Statements, Continued

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

G. Prepaid Expenses

The prepaid expenses consist of expendables supplies held for consumption and are recorded as expenses when consumed. Materials and supplies used by governmental funds are recorded as expenditures at the time they are purchases or obtained.

H. Capital Assets

Government-Wide Statements

Public domain (infrastructure) capital assets include roads, bridges, curbs and gutters, streets, sidewalks, drainage systems, and lighting systems.

The accounting treatment of property, plant and equipment (capital assets) depends on whether the assets are used in governmental fund operations or proprietary fund operations and whether they are reported in the government-wide or fund financial statements.

Prior to July 1, 2003, governmental funds' infrastructure assets were not capitalized, since then these assets have been valued at estimated historical cost.

Depreciation of all exhaustible capital assets is recorded as an allocated expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Position. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation. The City capitalizes assets with an original cost greater than \$5,000 and with a useful lifespan longer than three years. No depreciation is recorded in the year of acquisition or in the year of disposition.

The range of estimated useful lives by type of asset is as follows:

Buildings and improvements	5 – 50 years
Roadway improvements	50 years
Sidewalks, curbs and gutters	50 years
Storm drain pipes/structures	50 years
Traffic signal devices	5 – 40 years
Landscaping	30 years
Signage	25 years
Leasehold improvements	5 years
Machinery and equipment	3 – 5 years
Vehicles	3 years

Notes to the Basic Financial Statements, Continued

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

Fund Financial Statements

In the fund financial statements, capital assets used in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition. Capital assets used in proprietary fund operations are accounted for the same way as in the government-wide statements.

I. Compensated Absences

Compensated absences represent the vested portion of accumulate vacation and sick leave. In governmental funds, the cost of vacation and sick leave benefits is recognized when payments are made to employees. Upon separation, 100% of accrued vacation leave (up to a maximum of 400 hours) and accrued comp time is paid and, depending on longevity, sick leave is paid out up to 50% of the accrued amount. In proprietary funds, a long-term liability for such benefits has been recorded.

J. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net assets that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net assets that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

Notes to the Basic Financial Statements, Continued

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

K. Long-term Liabilities

In both the governmental-wide financial statements and proprietary fund financial statements, long-term debt and other long-term liabilities are reported as liabilities in the applicable statement of net position. Bond premiums, issuance costs and discounts are deferred and amortized over the life of the bond.

In the fund financial statements, governmental fund types recognized bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources.

L. Equity Classification

Government-Wide Statements

Equity is classified as net position and is displayed in three components:

Net investment in capital assets – consists of capital assets, including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.

Restricted net position – consists of net position with constraints placed on the use by external groups such as creditors, grantors, contributors, or by laws or regulations of other governments or law through constitutional provisions or enabling legislation.

Unrestricted net position – all other net position that do not meet the definition of “restricted” or “net investment in capital assets.”

Notes to the Basic Financial Statements, Continued

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

M. Equity Classification, Continued

Fund Financial Statements

Governmental fund equity is classified as fund balance. Fund balance is classified as nonspendable, restricted, committed, assigned or unassigned. Proprietary fund equity is classified the same as in the government-wide statements. The classifications for governmental funds are defined as follows for the City:

Nonspendable Fund Balance –

- Assets that will never convert to cash (prepaid items, inventory).
- Assets that will not convert to cash soon enough to affect the current period (long-term notes or loans receivable).
- Resources that must be maintained intact pursuant to legal or contractual requirements (the principal of an endowment).

Restricted Fund Balance –

- Resources that are subject to externally enforceable legal restrictions imposed by parties altogether outside the government (Creditors, Grantors, Contributors and Other Governments).
- Resources that are subject to limitations imposed by law through constitutional provisions or enabling legislation (Gas Tax).

Committed Fund Balance –

- Self-imposed limitations set in place prior to the end of the period. (Encumbrances, economic contingencies and uncertainties).
- Limitation at the highest level of decision-making (Council) that requires formal action at the same level to remove, done typically through resolution during the budget process.

Assigned Fund Balance –

- Amounts in excess of nonspendable, restricted, and committed fund balance in funds other than the general fund automatically are reported as assigned fund balance and are done so by the City Manager through the budget process.

Unassigned Fund Balance –

- Residual net resources
- Total fund balance in the general fund in excess of nonspendable, restricted, committed and assigned fund balance (surplus).
- Excess of nonspendable, restricted, and committed fund balance over total fund balance (deficit).

Notes to the Basic Financial Statements, Continued

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

M. Equity Classification, Continued

When both restricted and unrestricted resources are available for use, it is the City's policy to use restricted fund balance resources first, followed by the unrestricted resources in the Committed and Unassigned fund balances, as they are needed.

The general fund is the only fund that reports a positive unassigned fund balance. In other governmental funds it is not appropriate to report a positive unassigned fund balance amount. However, in governmental funds other than the general fund, if expenditures incurred for specific purposes exceed the amounts that are restricted, committed, or assigned to those purposes, it may be necessary to report a negative unassigned fund balance in that fund. [GASB – S54: 17 and 19]

N. Property Taxes

Property taxes in the State of California are administered for all local agencies at the county level and consist of secured, unsecured and utility tax rolls. The following is a summary of major policies and practices relating to property taxes:

Property Valuations are established by the Lake County Assessor for the secured and unsecured property tax rolls; the utility property tax roll is valued by the State Board of Equalization. Under the provision of Article XIII-A of the State Constitution (Proposition 13, adopted by the voters on June 6, 1978), properties are assessed at 100% of full value. From this base assessment, subsequent annual increases in valuation are limited to a maximum of two percent. However, an increase to full value is allowed for property improvements or upon change in ownership. Personal property is excluded from these limitations and is subject to annual reappraisal.

Tax Levies are limited to one percent of full assessed value which results in a tax rate of one percent assessed valuation under the provisions of Proposition 13. Tax rates for voter-approved indebtedness are excluded from this limitation.

Tax Levy Dates are attached annually on January 1, preceding the fiscal year for which the taxes are levied. The fiscal year begins July 1 and ends June 30 of the following year. Taxes are levied on both real and unsecured personal property as it exists at that time. Liens against real estate, as well as the tax on personal property are not relieved by subsequent renewal or change in ownership.

Notes to the Basic Financial Statements, Continued

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

N. Property Taxes, Continued

Tax Collections are the responsibility of the Lake County Treasurer-Tax Collector. Taxes and assessments on secured and utility rolls, which constitute a lien against the property, may be paid in two installments.

- The First is due on November 1 of the fiscal year and is delinquent if not paid by December 10;
- The second is due on March 1 of the fiscal year and is delinquent if not paid by April 10.

Unsecured personal property taxes do not constitute a lien against property unless the taxes become delinquent. Payments must be made in one installment, which is delinquent if not paid by August 31 of the fiscal year. Significant penalties are imposed by the county for late payments. The City has elected to receive the City's portion of the property taxes from the county under the county Teeter Bill program. Under this program, the City receives 100% of the City's share of the levied property taxes in periodic payments with the county assuming the responsibility for the delinquencies.

Property Tax Administration Fees – the state of California FY 90-91 Budget Act authorized counties to collect an administrative fee for collection and distribution of property taxes.

Tax Levy Apportionments – due to the nature of the City-wide maximum levy, it is not possible to identify general-purpose tax rates for specific entities. Under State legislation adopted subsequent to the passage of Proposition 13, apportionments to local agencies are made by the county's auditor-controller based primarily on the ratio that each agency represented of the total City-wide levy for the three fiscal years prior to fiscal year 1979.

O. Interfund Transfers

Resources are reallocated between funds by reporting them as interfund transfers. For the purposes of the Statement of Activities, all interfund transfers between individual governmental funds have been eliminated.

P. Reclassifications

Certain amounts have been reclassified to provide for comparable results on a year to year basis.

Notes to the Basic Financial Statements, Continued

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

Q. Budgetary Information

The City follows these procedures annually in establishing the budgetary data reflected in the financial statements:

1. The City Manager submits to the City Council a proposed draft budget for the fiscal year commencing July 1 of the next fiscal year. The budget includes proposed expenditures and the means of financing them.
2. If use of fund balance is recommended by the City Manager, resources to be used will be in the following order:
 - a. unassigned fund balance
 - b. assigned
 - c. committed
3. The City Council reviews the proposed budget at special scheduled sessions which are open to the public. The Council also conducts a public hearing on the proposed budget to obtain comments from interested persons.
4. Prior to July 1, the budget is to be adopted by resolution of the City Council.
5. From the effective date of the budget, which is adopted and controlled at the fund level, the amounts stated therein as proposed expenditures become appropriations to the various City funds and departments. The City Council may amend the budget by minute action during the fiscal year. The City Manager may authorize transfers from one object or purpose to another within the same fund, and between departments within the General Fund. All appropriations lapse at year end unless encumbered and carried forward upon the approval of the City Manager.

Budgets are adopted for all fund types and are reported on a basis consistent with generally accepted accounting principles. Budgeted amounts presented are as originally adopted and as further amended by the City Council.

Notes to the Basic Financial Statements, Continued

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

R. Pensions

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the City's California Public Employees' Retirement System (CalPERS) plans (Plans) and additions to/deductions from the Plans' fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

S. Other Postemployment Benefits (OPEB)

For purposes of measuring the net OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the City's plan (OPEB Plan) and additions to/deductions from the OPEB Plan's fiduciary net position have been determined on the same basis. For this purpose, benefit payments are recognized when currently due and payable in accordance with the benefit terms. Investments are reported at fair value. Generally accepted accounting principles require that the reported results must pertain to liability and asset information within certain defined timeframes. For this report, the following timeframes are used:

Valuation Date June 30, 2022
Measurement Date June 30, 2023
Measurement Period July 1, 2022 to June 30, 2023

T. Stewardship, Compliance, and Accountability

Revenue Limitations Imposed by California Propositions 218 and 26

Proposition 218, approved by the voters in November 1996, regulates the City's ability to impose, increase, and extend taxes, assessments, and fees. It was enhanced further by the passage of Proposition 26 in 2010, which revised to the definitions of taxes and fees. Any new, increased, or extended taxes, assessments, and fees subject to the provisions of Proposition 218 require voter approval before they can be implemented. Additionally, Proposition 218 provides that these taxes, assessments, and fees be subject to the voter initiative process and may be rescinded in future years by the voters.

City of Lakeport, California
Basic Financial Statements
For the year ended June 30, 2023

Notes to the Basic Financial Statements, Continued

2. CASH AND INVESTMENTS

The City follows the practice of pooling cash and investments of all funds except for the restricted funds required to be held by outside custodians, fiscal agents or trustees under the provisions of bond indentures. Cash and investments as of June 30, 2023, are classified in the accompanying financial statements as follows:

Cash, Cash Equivalents and Investments Pooled

	Maturities (in years)			Deposits	Fair Market Value
	<1	1 to 3	3 to 5		
Pooled cash, at fair value:					
Cash in bank	\$ -	\$ -	\$ -	\$ 17,288,965	\$ 17,288,965
Petty cash	-	-	-	400	400
Total pooled items	-	-	-	17,289,365	17,289,365
Pooled investments, at fair value:					
Interest obligations:					
<u>Par</u> <u>Rate</u>					
\$ 2,087,000 .95-5% Certificate of Deposits	397,410	1,383,371	240,154	-	2,020,935
Money market	161,295	-	-	-	161,295
State of California Local Agency Investment Fund	2,746,595	-	-	-	2,746,595
PARS Section 115 Pension Trust Fund - Mutual Funds	986,866	-	-	-	986,866
Total pooled investments - interest obligations	4,292,166	1,383,371	240,154	-	5,915,691
Total cash equivalents and investments pooled	\$ 4,292,166	\$ 1,383,371	\$ 240,154	\$ 17,289,365	\$ 23,205,056

Amounts reported in:

Governmental activities	\$ 6,790,993
Governmental activities - Restricted	1,009,454
Business-type activities	14,197,920
Business-type activities - Restricted	435,243
Fiduciary activities	771,335
Fiduciary activities - Restricted	111
Total	<u>\$ 23,205,056</u>

Collateral and Categorization Requirements

At the fiscal year end, the City's carrying amount of demand deposits was \$17,288,965 and the bank account balance was \$17,273,296. The difference of \$15,669 represented outstanding checks and deposits in transit. Of the total deposit balance, \$250,000 was insured by Federal Depository Insurance Corporation (FDIC), the remaining amount of \$17,023,296 was collateralized in accordance with California Government Code Section 53600-53609.

City of Lakeport, California
 Basic Financial Statements
 For the year ended June 30, 2023

Notes to the Basic Financial Statements, Continued

2. CASH AND INVESTMENTS, Continued

Investment Policy

The table below identifies the investment types that are authorized under provisions of the City's investment policy adopted August 16, 2005 (subsequently updated July 6, 2010), and in accordance with Section 53601 of the California Government Code. The table also identifies certain provisions of the investment policy that address interest rate risk, credit risk, and concentration of credit risk.

Authorized Investment Type	Maximum Maturity	Maximum Percentage of Portfolio	Maximum Investment in One Issuer	Minimum Rating
U.S. Treasury Securities	5 years	None	None	None
U.S. Government Securities	5 years	None	None	None
Bankers' Acceptances	270 days	30%	None	None
Certificates of Deposit	5 years	30%	None	None
Negotiable Certificates of Deposit	5 years	30%	None	None
Repurchase Agreements	30 days	None	None	None
Commercial Paper	31-180 days	15-30%	None	A1/P1
Corporate Medium-term Notes	5 years	30%	None	A1/P1
Mutual Funds	None	15%	None	Two/Three
Passbook Savings	N/A	None	None	None
Local Agency Investment Fund (LAIF)	N/A	\$10M	None	None

Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment the greater the sensitivity of its fair value to changes in market interest rates. One of the ways that Lakeport manages its exposure to interest rate risk is by investing in LAIF, whose underlying securities have staggered maturities and are generally due on demand, which provides cash flow and liquidity needed for operations.

Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by nationally recognized statistical rating organization. The City's investment policy limits credit risk by requiring compliance with the California Government Code for investment of public funds, as described in detail above.

Notes to the Basic Financial Statements, Continued

2. CASH AND INVESTMENTS, Continued

Concentration of Credit Risk

The concentration of credit risk is the risk of loss that may be caused by the City's investment in a single issuer. The investment policy of the City contains no limitations on the amount that can be invested in any single issuer beyond that stipulated by the California government code. There were no concentrations in any one issuer for the year.

Custodial Credit Risk

The credit risk for deposits is the risk that, in the event of failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The California government code and the City's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits, other than the following provision for deposits:

The California government code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must be equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure City deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits.

At June 30, 2023, the City had \$17,023,296 in financial institutions that were not covered by the FDIC but were covered by collateralized securities of the financial institutions where the deposits were maintained.

The credit risk for *investments* is the risk that, in the event of the failure of counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of investment or collateral securities that are in the possession of another party. The California government code and the City's investment policy do not contain legal or policy requirements that would limit the exposure to custodial risk for investments. With respect to investments, custodial credit risk generally applies only to direct investments in marketable securities. Custodial credit risk does not apply to a local government's indirect investment in securities through the use of mutual funds or government investment pools (such as LAIF).

City of Lakeport, California
Basic Financial Statements
For the year ended June 30, 2023

Notes to the Basic Financial Statements, Continued

2. CASH AND INVESTMENTS, Continued

Fair Value of Investments

The City measures and records its investments using fair value measurement guidelines established by generally accepted accounting principles (GAAP). These guidelines recognize a three-tiered fair value hierarchy as follows:

- Level 1: Quoted prices for identical investments in active markets;
- Level 2: Observable inputs other than those in Level 1; and
- Level 3: Unobservable inputs.

Debt and equity securities classified as Level 1 are valued using prices quoted in active markets for those securities. Debt and equity securities classified in Level 2 are valued using the following approaches: debt securities are normally valued based on price data obtained from observed transactions and market price quotations from broker dealers and/or pricing vendors; equity securities are valued using fair value per share for each fund. Certificates of deposit classified in level 2 are valued using broker quotes that utilize observable market inputs. Securities classified as Level 3 have limited trade information, these securities are priced or using the last trade price or estimated using recent trade prices.

<u>Investments by Fair Value Level</u>	<u>June 30, 2023</u>	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>
Certificate of Deposits	\$ 2,020,935	\$ 2,020,935	\$ -	\$ -
Money market	161,295	-	161,295	-
Total fair value	2,182,230	2,020,935	161,295	-

Investments Exempt from Fair Value Hierarchy

Local Agency Investment Fund (LAIF)	2,746,595
PARS Section 115 Pension Trust Fund - Mutual Funds	986,866
	<u>\$ 5,915,691</u>

City of Lakeport, California
 Basic Financial Statements
 For the year ended June 30, 2023

Notes to the Basic Financial Statements, Continued

2. CASH AND INVESTMENTS, Continued

Participation in an External Investment Pool

The City is a voluntary participant in the California Local Agency Investment Fund (LAIF), which is regulated by California Government Code Section under the oversight of the Local Investment Advisory Board (Board). The Board consists of five members as designated by state statute and is chaired by the State Treasurer who is responsible for the day-to-day administration of LAIF. The balance available for withdrawal is based on the accounting records maintained by LAIF, which are recorded on an amortized cost basis, which is different from the fair value of the City's position in the LAIF pool. The State Treasurer determines fair value on its investment portfolio based on market quotations for those securities where market quotations are readily available. As of June 30, 2023, the City's investment in LAIF was \$2,746,595. The total amount invested by all public agencies at that date was \$25.677 billion. LAIF is part of the California Pooled Money Investment Account (PMIA), which at June 30, 2023 has a balance of \$178.4 billion. Financial Statements of LAIF and PMIA may be obtained from the California Treasurer's web site at www.treasurer.ca.gov.

3. ACCOUNTS RECEIVABLE

Accounts receivable consisted of the following at June 30, 2023:

Accounts Receivable and Due from Other Governments	
	Receivables
Governmental activities:	
Due from other governments:	
Sales taxes	\$ 706,836
Property taxes	353,796
Grants and subventions	1,979,213
SB1	19,550
TOT	64,286
Accounts receivable:	
Accounts	598,329
Total	<u>\$ 3,722,010</u>
Business-type activities:	
Accounts	\$ 963,725
Grants	113,006
Total	<u>\$ 1,076,731</u>

City of Lakeport, California
 Basic Financial Statements
 For the year ended June 30, 2023

Notes to the Basic Financial Statements, Continued

3. ACCOUNTS RECEIVABLE, Continued

These amounts resulted in the following concentrations in receivables:

Other governments	53.4%
Individuals/businesses	46.6%

Amounts do not indicate a significant concentration (greater than 25%) with any single individual, business or agency.

4. LOANS, NOTES RECEIVABLE, AND INTERFUND BORROWING

Through the City's various housing rehabilitation funds, first-time home buyer's funds, and business/economic development loan funds, the City has loaned funds to qualifying individuals and businesses. Interest rates vary depending on the terms of the loan. Interest is accrued on the loans that bear interest.

Loans and notes receivable for the year ended June 30, 2023, consisted of the following:

	Loans and Notes Receivable			
	Beginning July 1, 2022	Additions	Deletions	Ending June 30, 2023
Nonmajor governmental funds:				
Special revenue funds:				
Lakeport Housing	\$ 327,062	\$ -	\$ (24,098)	\$ 302,964
HOME PI	5,455,128	-	(47,653)	5,407,475
CDBG Economic Development PI	825,142	-	(54,549)	770,593
Total governmental funds	6,607,332	-	(126,300)	6,481,032
Major enterprise funds:				
Water	41,059	-	(2,826)	38,233
Sewer	91,389	-	(6,290)	85,099
Total enterprise funds	132,448	-	(9,116)	123,332
Total loans/notes receivable	\$ 6,739,780	\$ -	\$ (135,416)	\$ 6,604,364

City of Lakeport, California
Basic Financial Statements
For the year ended June 30, 2023

Notes to the Basic Financial Statements, Continued

5. CAPITAL ASSETS

Governmental capital asset activity for the year ended June 30, 2023, was as follows:

	Balance July 1, 2022	Additions	Deletions	Balance June 30, 2023
<u>Governmental activities:</u>				
Nondepreciable assets:				
Land	\$ 2,498,113	\$ -	\$ -	\$ 2,498,113
Construction in progress	2,007,604	3,811,801	-	5,819,405
Total nondepreciable assets	4,505,717	3,811,801	-	8,317,518
Depreciable assets:				
Buildings and structures	6,766,179	-	-	6,766,179
Improvements	10,599,675	-	-	10,599,675
Vehicles and equipment	2,725,562	78,611	-	2,804,173
Total depreciable assets	20,091,416	78,611	-	20,170,027
Total	24,597,133	3,890,412	-	28,487,545
Accumulated depreciation:				
Buildings and structures	(2,376,062)	(179,664)	-	(2,555,726)
Improvements	(2,523,224)	(274,658)	-	(2,797,882)
Vehicles and equipment	(2,098,214)	(143,487)	-	(2,241,701)
Total accumulated depreciation	(6,997,500)	(597,809)	-	(7,595,309)
Net depreciable assets	13,093,916	(519,198)	-	12,574,718
Total net capital assets	\$ 17,599,633	\$ 3,292,603	\$ -	\$ 20,892,236

Depreciation expense of \$597,809 was allocated in the Statement of Activities as follows:

General government	\$ 288,488
Roads and infrastructure	108,833
Public Safety	115,897
Parks, buildings, grounds	84,591
	<u>\$ 597,809</u>

City of Lakeport, California
Basic Financial Statements
For the year ended June 30, 2023

Notes to the Basic Financial Statements, Continued

5. CAPITAL ASSETS, Continued

Business-type capital asset activity for the year ended June 30, 2023, was as follows:

	Balance July 1, 2022	Additions	Deletions	Balance June 30, 2023
Business-type activities:				
Nondepreciable assets:				
Land	\$ 2,475,403	\$ -	\$ -	\$ 2,475,403
Construction in progress	131,159	-	-	131,159
Total nondepreciable assets	<u>2,606,562</u>	<u>-</u>	<u>-</u>	<u>2,606,562</u>
Depreciable assets:				
Buildings and structures	9,955,195	-	-	9,955,195
Improvements	32,337,549	-	-	32,337,549
Vehicles and equipment	2,254,112	271,314	-	2,525,426
Total depreciable assets	<u>44,546,856</u>	<u>271,314</u>	<u>-</u>	<u>44,818,170</u>
Total	<u>47,153,418</u>	<u>271,314</u>	<u>-</u>	<u>47,424,732</u>
Accumulated depreciation:				
Buildings and structures	(2,030,386)	(239,323)	-	(2,269,709)
Improvements	(20,542,780)	(906,835)	-	(21,449,615)
Vehicles and equipment	(1,393,903)	(159,732)	-	(1,553,635)
Total accumulated depreciation	<u>(23,967,069)</u>	<u>(1,305,890)</u>	<u>-</u>	<u>(25,272,959)</u>
Net depreciable assets	<u>20,579,787</u>	<u>(1,034,576)</u>	<u>-</u>	<u>19,545,211</u>
Total business-type capital assets, net	<u>\$ 23,186,349</u>	<u>\$ (1,034,576)</u>	<u>\$ -</u>	<u>\$ 22,151,773</u>

Depreciation expense for capital assets for the year ended June 30, 2023, was charged to functions as follows:

Water	\$ 357,520
Sewer	948,370
	<u>\$ 1,305,890</u>

City of Lakeport, California
Basic Financial Statements
For the year ended June 30, 2023

Notes to the Basic Financial Statements, Continued

6. LONG TERM LIABILITIES

The following is a summary of changes in long-term liabilities for the year ended June 30, 2023:

	Beginning Balance 7/1/2022	Additions	Reductions	Ending Balance 6/30/2023	Due within One Year
Governmental Activities					
USDA Police Station Bond	\$ 1,008,000	\$ -	\$ (19,000)	\$ 989,000	\$ 19,000
2021 Pension Obligation Bonds - Governmental Share	4,740,000	-	(246,000)	4,494,000	249,000
Less: Discount	(35,640)	-	1,876	(33,764)	-
2018 Series B Solar Bonds - Governmental Share	1,145,000	-	(15,000)	1,130,000	20,000
Less: Discount	(31,351)	-	1,425	(29,926)	-
Compensated Absences	332,520	170,201	(134,346)	368,375	134,346
Total	\$ 7,158,529	\$ 170,201	\$ (411,045)	\$ 6,917,685	\$ 422,346
Business-Type Activities					
USDA Water Revenue Bonds, 2016	\$ 2,893,400	\$ -	\$ (62,000)	\$ 2,831,400	\$ 63,000
Pinnacle Water Loan	2,030,000	-	(122,000)	1,908,000	125,000
Banner 2022 Water Bonds	5,985,000	-	-	5,985,000	75,000
Wastewater Revenue Bonds, 2017 Refunding	1,907,000	-	(194,000)	1,713,000	194,000
USDA WasteWater Revenue Bonds, 2017	3,192,000	-	(60,000)	3,132,000	61,000
2017 CLMSD Sewer District Assessment Bonds	2,160,000	-	(174,000)	1,986,000	175,000
2021 Pension Obligation Bonds - Business-type Share	3,160,000	-	(164,000)	2,996,000	166,000
Less: Discount	(23,760)	-	1,250	(22,510)	-
2018 Series A Solar Bonds - Business-type Share	3,340,000	-	(115,000)	3,225,000	130,000
Add: Premium	32,735	-	(2,182)	30,553	-
Compensated Absences	214,492	109,789	(103,440)	220,841	103,441
Total	\$ 24,890,867	\$ 109,789	\$ (995,372)	\$ 24,005,284	\$ 1,092,441

Governmental Activities

USDA Police Station Bond

Total issue \$1,095,000. Annual principal and interest payments of approximately \$43,000, at an interest rate of 2.375%, are due June 1 and December 1 each year. The total obligation matures in the year 2056.

Balance due \$ 989,000

Business-type Activities

USDA Water Revenue Bonds, 2016

Total issue \$3,182,000. Annual principal and interest payments of approximately \$109,500, at an interest rate of 2.85%, are due August 1 and February 1 each year, secured by water fund revenue. The total obligation matures in the year 2056.

Balance due \$ 2,831,400

Pinnacle Water Loan

Total issue \$2,587,000. Annual principal and interest payments of approximately \$175,250, at an interest rate of 2.65%, are due February 1 and August 1 each year. Payments are secured by water fund revenue. The obligation matures in the year 2035.

Balance due \$ 1,908,000

City of Lakeport, California
Basic Financial Statements
For the year ended June 30, 2023

Notes to the Basic Financial Statements, Continued

6. LONG TERM LIABILITIES, Continued

Wastewater Revenue Bonds, 2017 Refunding

2007 Series A, total remaining balance of \$2,580,000 was refinanced to 2017 Wastewater Refunding on December 1, 2018. Total issue \$2,723,000. Annual principal is due on October 1 and interest payments at 2.52% are due April 1 and October 1 each year, which are secured by wastewater fund revenue. The total obligation matures in the year 2030. The reacquisition price exceeded the net carrying amount of the old debt by \$143,000. The City obtained an economic gain (difference between the present value of the debt service payments on the old and new debt) of \$205,069.

Balance due \$ 1,713,000

USDA Wastewater Revenue Bonds, 2017

Series 2017 Wastewater enterprise revenue bonds. Total issue \$3,433,000. Annual principal and interest payments of approximately \$127,000, at an interest rate of 2.125%, are due April 1 and October 1 each year, secured by wastewater fund revenue. The total obligation matures in the year 2057.

Balance due \$ 3,132,000

2017 CLMSD Sewer District Assessment Bonds

2017-1 Sewer Assessment bonds. Total issue \$2,854,000. Annual principal and interest payments of approximately \$230,000, at an interest rate of 2.85%, are due March 2 and September 2 each year, secured by Municipal Sewer District No.1 revenue from the South Assessment District 91-1 area. The total obligation matures in the year 2032.

Balance due \$ 1,986,000

Banner 2022 Water Bonds

Banner 2022 Water Bonds. Total issue \$5,985,000. Annual principal and interest payments of approximately between \$140,000 and \$530,000, at an interest rate of 3.85%, are due February 1 and August 1 each year, secured by water revenue. The total obligation matures in the year 2048.

Balance due \$ 5,985,000

Pension Obligation Bonds

On October 20, 2021 the City issued \$7,920,000 in Pension Obligation Bonds. Of the proceeds, \$1,995,000 was used to refund the existing Pension Obligation Bonds to reduce its total debt service payments by \$125,192 and obtain an economic gain (difference between the present values of the debt service payments on the old and new debt) of \$156,889. The remaining proceeds were used to pay down the majority of the outstanding UAL projected by CalPERS. Interest is payable semi-annually on June 1 and December 1 of each year, commencing June 1, 2022. The bonds mature in 2041 and principal is payable on June 1 each year, commencing June 1, 2022. The average coupon for the refunding bonds is 2.07%.

City of Lakeport, California
Basic Financial Statements
For the year ended June 30, 2023

Notes to the Basic Financial Statements, Continued

6. LONG TERM LIABILITIES, Continued

The maturity schedule for the bonds is as follows:

Year Ending June 30,	Governmental Activities		Business-type Activities		Total	
	Pension Obligation Bonds		Pension Obligation Bonds		Pension Obligation Bonds	
	Principal	Interest	Principal	Interest	Principal	Interest
2024	\$ 249,000	\$ 110,039	\$ 166,000	\$ 73,359	\$ 415,000	\$ 183,398
2025	249,000	107,972	166,000	71,981	415,000	179,953
2026	252,000	105,034	168,000	70,022	420,000	175,056
2027	258,000	101,430	172,000	67,620	430,000	169,050
2028	261,000	96,915	174,000	64,610	435,000	161,525
2029-2033	1,395,000	397,340	930,000	264,893	2,325,000	662,233
2034-2038	1,470,000	193,118	980,000	128,746	2,450,000	321,864
2039-2043	360,000	19,500	240,000	13,000	600,000	32,500
Total	\$ 4,494,000	\$ 1,131,348	\$ 2,996,000	\$ 754,231	\$ 7,490,000	\$ 1,885,579
Due within one year	\$ 249,000	\$ 110,039	\$ 166,000	\$ 73,359	\$ 415,000	\$ 183,398
Due after one year	4,245,000	1,021,309	2,830,000	680,872	7,075,000	1,702,181
Total	\$ 4,494,000	\$ 1,131,348	\$ 2,996,000	\$ 754,231	\$ 7,490,000	\$ 1,885,579

Future Debt Service

Future debt service for Governmental and Business-type activities at June 30, 2023 is as follows for all debt except compensated absences and claims liabilities:

Year Ending June 30,	Governmental Activities	
	USDA Police Station	
	Bond	
	Principal	Interest
2024	\$ 19,000	\$ 23,263
2025	20,000	22,800
2026	20,000	22,325
2027	21,000	21,838
2028	21,000	21,339
2029-2033	114,000	98,800
2034-2038	127,000	84,538
2039-2043	143,000	68,507
2044-2048	161,000	50,481
2049-2053	181,000	30,174
2054-2058	162,000	7,814
Total	\$ 989,000	\$ 451,879
Due within one year	\$ 19,000	\$ 23,263
Due after one year	970,000	428,616
Total	\$ 989,000	\$ 451,879

City of Lakeport, California
Basic Financial Statements
For the year ended June 30, 2023

Notes to the Basic Financial Statements, Continued

6. LONG TERM LIABILITIES, Continued

Debt Service Schedule

Business-type

Year Ending June 30,	Business-type Activities					
	2017 CLMSD Assessment Bonds Series-2017-1		Wastewater Revenue Bonds Series Refunding		Pinnacle Water Loan	
	Principal	Interest	Principal	Interest	Principal	Interest
2024	\$ 175,000	\$ 54,107	\$ 199,000	\$ 40,660	\$ 125,000	\$ 48,906
2025	181,000	49,034	204,000	35,582	128,000	45,554
2026	186,000	43,805	209,000	30,379	131,000	42,122
2027	191,000	38,432	214,000	25,049	135,000	38,597
2028	196,000	32,918	220,000	19,580	139,000	34,967
2029-2033	1,057,000	77,021	667,000	24,809	750,000	116,998
2034-2038	-	-	-	-	500,000	20,114
Total	\$ 1,986,000	\$ 295,317	\$ 1,713,000	\$ 176,059	\$ 1,908,000	\$ 347,258
Due within one year	\$ 175,000	\$ 54,107	\$ 199,000	\$ 40,660	\$ 125,000	\$ 48,906
Due after one year	1,811,000	241,210	1,514,000	135,399	1,783,000	298,352
Total	\$ 1,986,000	\$ 295,317	\$ 1,713,000	\$ 176,059	\$ 1,908,000	\$ 347,258

Year Ending June 30,	USDA Water Revenue Bonds, 2016		USDA WasteWater Revenue Bonds, 2017		Banner 2022 Water Bonds	
	Principal	Interest	Principal	Interest	Principal	Interest
2024	\$ 63,000	\$ 45,557	\$ 61,000	\$ 65,907	\$ 75,000	\$ 228,979
2025	64,100	44,514	63,000	64,589	79,000	226,014
2026	65,100	43,453	64,000	63,240	79,000	222,973
2027	66,200	42,377	65,000	61,869	78,000	219,951
2028	67,000	41,282	67,000	60,467	82,000	216,871
2028-2032	352,900	189,353	354,000	280,288	428,000	1,035,535
2033-2037	382,600	159,189	394,000	240,550	790,000	938,630
2038-2042	414,700	126,475	438,000	196,393	1,969,000	659,524
2043-2047	449,400	91,003	485,000	147,422	2,405,000	238,604
2048-2052	487,200	52,532	541,000	92,958	-	-
2053-2057	419,000	12,157	600,000	32,428	-	-
2058-2062	-	-	-	-	-	-
Total	\$ 2,831,200	\$ 847,892	\$ 3,132,000	\$ 1,306,111	\$ 5,985,000	\$ 3,987,081
Due within one year	\$ 63,000	\$ 45,557	\$ 61,000	\$ 65,907	\$ 75,000	\$ 228,979
Due after one year	2,768,200	802,335	3,071,000	1,240,204	5,910,000	3,758,102
Total	\$ 2,831,200	\$ 847,892	\$ 3,132,000	\$ 1,306,111	\$ 5,985,000	\$ 3,987,081

City of Lakeport, California
Basic Financial Statements
For the year ended June 30, 2023

Notes to the Basic Financial Statements, Continued

6. LONG TERM LIABILITIES, Continued

2018 Series A Solar Bonds

On July 18, 2020, the City issued \$4,770,000 revenue bonds to fund a solar and energy efficiency retrofit project. The interest rate on the bonds is 2.0 - 3.5 and the maturity date is October 1, 2043. Interest is payable semi-annually on April 1 and October 1. The obligation is payable from revenues received from the General, Water and Sewer Funds. The maturity schedule for the bonds is as follows:

Debt Service Schedule

Year Ending June 30,	Governmental Activities		Business-type Activities		Total	
	2018 Series B Solar Bonds		2018 Series A Solar Bonds		2018 Series B Solar Bonds	
	Principal	Interest	Principal	Interest	Principal	Interest
2024	\$ 20,000	\$ 36,506	\$ 130,000	\$ 109,888	\$ 150,000	\$ 146,394
2025	20,000	36,056	145,000	105,038	165,000	141,094
2026	25,000	35,494	165,000	98,838	190,000	134,332
2027	30,000	34,806	180,000	91,938	210,000	126,744
2028	25,000	34,119	175,000	84,838	200,000	118,957
2029-2033	195,000	155,891	1,175,000	308,713	1,370,000	464,604
2034-2038	315,000	115,678	1,240,000	86,500	1,555,000	202,178
2029-2043	400,000	53,497	15,000	263	415,000	53,760
2044-2048	100,000	1,750	-	-	-	-
Total	\$ 1,130,000	\$ 503,797	\$ 3,225,000	\$ 886,016	\$ 4,255,000	\$ 1,388,063
Due within one year	\$ 20,000	\$ 36,506	\$ 130,000	\$ 109,888	\$ 150,000	\$ 146,394
Due after one year	1,110,000	467,291	3,095,000	776,128	4,255,000	1,388,063
Total	\$ 1,130,000	\$ 503,797	\$ 3,225,000	\$ 886,016	\$ 4,405,000	\$ 1,534,457

Various bond indentures contain limitations and restrictions, with which, in the opinion of management, the City is in compliance.

Compensated Absences

The City records employee absences, such as vacation, illness, deferred overtime, and holidays, for which it is expected that employees will be paid as compensated absences. The governmental activities compensated absences balance at June 30, 2023 was \$368,375 with \$134,346 expected to be paid within a year and to be liquidated by the general fund; the business-type activities compensated absences balance at June 30, 2023 was \$220,841 with \$103,441 expected to be paid within a year. Of which the water fund will liquidate \$49,404 and the sewer fund \$54,037.

City of Lakeport, California
Basic Financial Statements
For the year ended June 30, 2023

Notes to the Basic Financial Statements, Continued

7. NET POSITION/FUND BALANCES

Restricted Net Position Detail

	Governmental Activities	Business-type Activities
Restricted for:		
Law enforcement	\$ 7,268	\$ -
Debt service	22,588	338,000
Housing programs	991,901	-
Economic development programs	1,051,864	-
Transportation infrastructure	1,040,880	-
Assessment district debt service	-	350,210
Total	<u>\$ 3,114,501</u>	<u>\$ 688,210</u>

- Restrictions of Net position for Law enforcement, Governmental Activities Debt service, Housing programs, Economic development programs and Transportation infrastructure are the same as described on the next page as restrictions of fund balances.
- Debt service reserve: the amount of funds in the water and sewer enterprise restricted per the loan and bond covenants of the outstanding debt.
- Assessment district debt service: consists of funds held for the repayment of the Series 2017-1 bond. The funds are restricted by a bond covenant.

City of Lakeport, California
 Basic Financial Statements
 For the year ended June 30, 2023

Notes to the Basic Financial Statements, Continued

7. NET POSITION/FUND BALANCES, Continued

Fund Balance Detail

Nonspendable:	
Long-term interfund advances	\$ 289,481
Loans/notes receivable	5,407,475
Total nonspendable	<u>5,696,956</u>
Restricted:	
Law enforcement	7,268
Debt service	22,588
Housing programs	991,901
Economic development programs	1,051,864
Transportation infrastructure	1,040,880
Total restricted	<u>3,114,501</u>
Committed:	
Operating reserve	1,101,595
Reserve for economic uncertainties	1,468,794
Disaster reserve	734,397
Vehicles and equipment replacement reserve	147,735
Road improvements reserve	214,253
Pension and OPEB reserve	986,866
Total committed	<u>4,653,640</u>
Assigned:	
Capital projects	2,895,578
Total assigned	<u>2,895,578</u>
Unassigned:	
General fund	264,967
Special revenue funds	(401,403)
Total unassigned	<u>(136,436)</u>
Total fund balance	<u>\$ 16,224,239</u>

The following describe the purpose of each nonspendable, restricted, committed, assigned, and unassigned category used by the City:

Nonspendable

- ***Long-term interfund advances*** – cash transfers to special revenue funds to provide financing for those activities. This also includes a loan from the general fund to the water fund for a capital purchase, reported on the statement face as an internal balance.

Notes to the Basic Financial Statements, Continued

7. NET POSITION/FUND BALANCES, Continued

Nonspendable

- *Loans/notes receivable* – represents loans made to individuals and businesses.

Restricted

- *Law enforcement* – comprised of asset forfeiture money and subventions received from the state for the use in police activities.
- *Debt service reserve* – funds restricted for future debt service payments related to capital acquisitions.
- *Housing programs* – consists of cash and notes receivable expressly restricted for the use in providing housing for low and moderate income residents.
- *Economic development programs* – consists of funds restricted for business stabilization programs.
- *Transportation infrastructure* – restricted in special revenue funds to finance transportation projects funded by state and federal sources.

Committed

- *Operating reserve* – funds committed as operating reserves by the City Council.
- *Reserve for economic uncertainties* – funds committed by the City Council for economic uncertainties.
- *Disaster reserve* – funds committed by the City Council for disaster recovery.
- *Vehicles and equipment replacement reserve* – funds committed by the City Council for the replacement of vehicles and equipment.
- *Road improvements reserve* – funds committed by the City Council for road improvement projects.
- *Pension and OPEB reserve* – funds committed by the City Council for pension and OPEB costs.
- *Capital projects* – funds committed by the City Council for the replacement and improvements of various infrastructure projects.

Assigned

- *Capital projects* – funds reserved by management for the replacement and improvements of various infrastructure projects.

Unassigned

- *Special revenue fund deficits* – deficit fund balances in four special revenue funds.

City of Lakeport, California
 Basic Financial Statements
 For the year ended June 30, 2023

Notes to the Basic Financial Statements, Continued

7. NET POSITION/FUND BALANCES, Continued

Fund Deficits

Deficit fund balances consisted of the following:

Non-Major Special Revenue Funds

Fund Name	Fund Number	Deficit Amount	Discussion/Explanation
Safe Routes to School	411	\$ (147,640)	Deficit resulting from costs exceeding grant sources to be funded as match during grant closeout
Parkland Dedication Fund	202	(175,140)	Deficit resulted from a large payment to the Witt loan in fiscal year 2013. Financing for that payment came from advance from the general fund and will be repaid from park dedication fees.
Lake Area Planning Commission ATP	232	(1,076)	Deficit resulting from costs exceeding grant sources to be funded as match during grant closeout
CDBG Grant 2017	238	(65,812)	Deficit resulting from costs exceeding grant sources to be funded as match during grant closeout

City of Lakeport, California
Basic Financial Statements
For the year ended June 30, 2023

Notes to the Basic Financial Statements, Continued

8. INTERFUND TRANSACTIONS AND INTERFUND BORROWING

With City Council approval, resources may be transferred from one City fund to another. The purpose of the majority of transfers is to reimburse a fund which has made expenditure on behalf of another fund. Transfers between funds during the fiscal year 2023 were as follows:

Transfers were made to close out grant fund and offset police department costs.

	Transferred In	Transferred Out
Governmental Funds		
Major funds:		
Fund: 110 - General Fund	\$ 49,381	\$ 24,259
Total major funds	49,381	24,259
Non-major funds:		
Special revenue funds:		
Fund: 207 - Prop 172 Public Safety	-	49,381
Fund: 228 - Library Park Bathroom Rehabilitation	24,259	-
Total non-major funds	24,259	49,381

Interfund Borrowing and Internal Balances

Borrowing Fund (Due To)			Lending Fund (Due From)		
Fund Number	Fund Name	Amount	Fund Number	Fund Name	Amount
413	Lakefront Park Grant	\$ 1,117,912	110	General Fund	\$ 1,117,912
207	Prop 172 Public Safety	7,408	110	General Fund	7,408
209	Lakeport Housing	4,506	110	General Fund	4,506
219	10th Street Bike and Pedestrian Improvement	2,174	110	General Fund	2,174
228	Library Park Bathroom Rehabilitation	135,250	110	General Fund	135,250
233	CDBG Grant 2018 DR	4,004	110	General Fund	4,004
234	CDBG Grant 2021	17,905	110	General Fund	17,905
236	CDBG Grant 2020	74,199	110	General Fund	74,199
237	CDBG Grant 2018	1,694	110	General Fund	1,694
238	CDBG Grant 2017	77,547	110	General Fund	77,547
239	CDBG Grant 2022	4,500	110	General Fund	4,500
410	ER Storm Damage Repair	11,240	110	General Fund	11,240
411	Safe Routes to School	147,640	110	General Fund	147,640
415	City Wide Sign Improvement - HSIP	812	110	General Fund	812
Total due to		\$ 1,606,791	Total due from		\$ 1,606,791

Borrowing Fund (Advances To)			Lending Fund (Advances From)		
Fund Number	Fund Name	Amount	Fund Number	Fund Name	Amount
202	Parkland Dedication	\$ 175,140	110	General Fund	\$ 175,140
209	Lakeport Housing	114,341	110	General Fund	114,341
Total advances to		\$ 289,481	Total advances from		\$ 289,481
		\$ 1,896,272	Total interfund borrowing		\$ 1,896,272

Notes to the Basic Financial Statements, Continued

9. RISK MANAGEMENT

The City is an associate member of the Public Agency Risk Sharing Authority of California (PARSAC). PARSAC is organized under a Joint Powers Agreement pursuant to the California Government Code. The purpose of PARSAC is to arrange and administer programs of insurance for the pooling of self-insured losses and to purchase excess insurance coverage. The City pays an annual premium to PARSAC for its workers' compensation, general liability and property coverage.

The City of Lakeport participates in the following three PARSAC programs:

General Liability Insurance

Annual premiums are paid by the member cities and are adjusted retrospectively to cover costs. The City of Lakeport self-insures for the first \$10,000 of each loss and pays 100% of all losses incurred under \$10,000. The City does not share or pay for losses of other cities under \$10,000, depending on the entity's deductible amount. Participating cities then share in the next \$10,000 to \$500,000 per loss occurrence. Specific coverage includes comprehensive and general automotive liability, personal injury, contractual liability, professional liability, and certain other coverage. PARSAC is a member of the California Joint Powers Risk Management Authority, which provides PARSAC with an additional \$9,500,000 liability insurance coverage over and above PARSAC retention level of \$500,000.

Workers' Compensation

Periodic deposits are paid by member cities and are adjusted retrospectively to cover costs. The City of Lakeport is self-insured for the first \$5,000 of each loss and pays 100% of all losses incurred under \$5,000. The City does not share or pay for losses of other cities under \$5,000.

Losses of \$10,000 to \$500,000 are prorated among all participating cities. Losses in excess of \$500,000 are covered by excess insurance purchased by participating cities, as part of the pool, to State statutory limits.

Property Insurance

The City participates in PARSAC's property insurance program. The annual deposits paid by participating member cities are based upon deductibility levels and are not subject to retroactive adjustments. The City of Lakeport has a deductible level of \$10,000 and a coverage limit of \$600,000,000 declared value.

City of Lakeport, California
Basic Financial Statements
For the year ended June 30, 2023

Notes to the Basic Financial Statements, Continued

9. RISK MANAGEMENT, Continued

Risk Management Coverage		
Amount	Coverage Provider	Payment Source
General liability claims:		
\$0 - \$10,000	Self-insured retention	City funds
10,001 - 500,000	Public Agency Risk Sharing Authority	Shared risk pool
500,001 - 9,500,000	California Affiliated Risk Management Authorities	Shared risk pool
5,000,001 - 15,000,000	Commercial reinsurance	
15,000,001 - 25,000,000	California Affiliated Risk Management Authorities	Shared risk pool
Workers' compensation claims:		
\$0 - \$5,000	Self-insured retention	City funds
5,001 - 300,000	Public Agency Risk Sharing Authority	Shared risk pool
300,001 +	Local Agency Workers' Compensation Excess Pool	Shared risk pool
5,000,001 - 50,000,000	Commercial reinsurance	
50,000,001 - 300,000,000	Insurance	
Property insurance claims:		
\$0 - \$10,000	Deductible	City funds
10,001 - 300,000,000	PARSAC coverage of declared value	Shared risk pool

There were no settlements in excess of the insurance coverage in any of the three prior fiscal years. The City does not have any accrued liability or reserves for fiscal year 2022.

PARSAC issues a separate Annual Comprehensive Financial Report. Copies of that report may be obtained from PARSAC at 1525 Response Rd #1, Sacramento, CA 95815.

Notes to the Basic Financial Statements, Continued

10. PUBLIC EMPLOYEE RETIREMENT PLAN

Plan Description

The City contributes to the California Public Employees Retirement System (CalPERS), a cost-sharing multiple-employer public employee defined benefit pension plan. PERS provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. PERS acts as a common investment and administrative agent for participating public entities within the State of California. Benefit provisions and all other requirements are established by state statute and city ordinance. Copies of PERS annual financial report may be obtained from the Executive Office, 400 "P" Street, Sacramento, California, 95814.

General Information about the Pension Plans

Plan Descriptions - All qualified permanent and probationary employees are eligible to participate in the Local Government's separate Safety (police and fire) and Miscellaneous (all other) Employee Pension Plans, cost-sharing multiple employer defined benefit pension plans administered by the California Public Employees' Retirement System (CalPERS). Benefit provisions under the Plans are established by State statute and Local Government resolution. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website.

Benefits Provided - CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full-time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is one of the following: the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost of living adjustments for each plan are applied as specified by the Public Employees' Retirement Law.

City of Lakeport, California
Basic Financial Statements
For the year ended June 30, 2023

Notes to the Basic Financial Statements, Continued

10. PUBLIC EMPLOYEE RETIREMENT PLAN, Continued

The Plans' provisions and benefits in effect at June 30, 2023, are summarized as follows:

Benefits Provided

	Miscellaneous	
	Prior to January 1, 2013	On or after January 1, 2013
Hire date		
Benefit formula	2.5% @ 55	2% @ 62
Benefit vesting schedule	5 years service	5 years service
Benefit payments	Monthly for life	Monthly for life
Retirement age	50 - 55	52 - 67
Monthly benefits, as a % of eligible compensation	2.0% to 2.7%	1.0% to 2.5%
Required employee contribution rates	8%	9%
Required employer contribution rates	12.210%	4.470%
	Safety	
	Prior to January 1, 2013	On or after January 1, 2013
Hire date		
Benefit formula	3% @ 50	2.7% @ 57
Benefit vesting schedule	5 years service	5 years service
Benefit payments	Monthly for life	Monthly for life
Retirement age	50	50 - 57
Monthly benefits, as a % of eligible compensation	3%	2.0% to 2.7%
Required employee contribution rates	9%	11.5%
Required employer contribution rates	21.840%	12.750%

Contributions

Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for both Plans are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The Local Government is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

City of Lakeport, California
Basic Financial Statements
For the year ended June 30, 2023

Notes to the Basic Financial Statements, Continued

10. PUBLIC EMPLOYEE RETIREMENT PLAN, Continued

For the year ended June 30, 2023, the contributions recognized as part of pension expense for each Plan were as follows:

	Miscellaneous	Safety
Contributions - employer	\$ 405,356	\$ 207,215

Pension Liabilities, Pension Expenses, and Deferred Outflows/Inflows of Resources Related to Pensions

As of June 30, 2023, the City reported net pension liabilities for its proportionate shares of the net pension liability of each Plan as follows:

	Proportionate Share of Net Pension Liability
Miscellaneous	\$ 2,893,127
Safety	1,682,994
Total Net Pension Liability	<u>\$ 4,576,121</u>

The City's net pension liability for each Plan is measured as the proportionate share of the net pension liability. The net pension liability of each of the Plans is measured as of June 30, 2021, and the total pension liability for each Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2021, rolled forward to June 30, 2022, using standard update procedures. The Local Government's proportion of the net pension liability was based on a projection of the Local Government's long-term share of contributions to the pension plans relative to the projected contributions of all participating employers, actuarially determined.

City of Lakeport, California
Basic Financial Statements
For the year ended June 30, 2023

Notes to the Basic Financial Statements, Continued

10. PUBLIC EMPLOYEE RETIREMENT PLAN, Continued

The City's proportionate share of the net pension liability for each Plan as of June 30, 2023 and 2022, was as follows:

	Miscellaneous	Safety
Proportion - June 30, 2022	0.16224%	0.03455%
Proportion - June 30, 2023	0.06183%	0.02449%
Change - Increase (Decrease)	-0.10041%	-0.01006%

For the year ended June 30, 2023, the City recognized an increase in pension expense of \$2,302,612.

At June 30, 2023, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Miscellaneous Plan		Safety Plan		Total	
	Deferred Outflows of Resources	Deferred Inflow of Resources	Deferred Outflows of Resources	Deferred Inflow of Resources	Deferred Outflows of Resources	Deferred Inflow of Resources
Changes in assumptions	\$ 296,461	\$ -	\$ 169,697	\$ -	\$ 466,158	\$ -
Differences between expected and actual experiences	19,187	-	51,377	-	70,564	-
Differences between projected and actual investment earnings	529,944	-	265,768	-	795,712	-
Differences between the employer's contributions and proportionate share of the	-	458,944	-	634,554	-	1,093,498
Change in employer's proportion	56,539	3,569,790	166,980	1,162,228	223,519	4,732,018
Pension contributions subsequent to measurement date	405,356	-	207,215	-	612,571	-
Total	\$ 1,307,487	\$ 4,028,734	\$ 861,037	\$ 1,796,782	\$ 2,168,524	\$ 5,825,516

The \$612,571 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2024. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Year Ended	Miscellaneous	Safety	Total
30-Jun			
2024	\$ (1,268,004)	\$ (479,417)	\$ (1,747,421)
2025	(1,280,320)	(481,503)	(1,761,823)
2026	(902,410)	(344,161)	(1,246,571)
2027	324,132	162,122	486,254
2028	-	-	-
Thereafter	-	-	-
	\$ (3,126,602)	\$ (1,142,959)	\$ (4,269,561)

Notes to the Basic Financial Statements, Continued

10. PUBLIC EMPLOYEE RETIREMENT PLAN, Continued

Actuarial Assumptions

The total pension liabilities in the June 30, 2022 actuarial valuations were determined using the following actuarial assumptions:

Actuarial Assumptions	
Actuarial cost method	Entry-age normal cost method
Actuarial assumptions:	
Discount rate	6.90%
Inflation	2.30%
Salary increases	Varies by entry age and service
Mortality Rate Table	Derived using CalPERS' Membership Data for all Funds
Post-retirement benefit increase	Contract COLA up to 2.30% until purchasing power protection allowance floor on purchasing power applies.

The mortality table was developed based on CalPERS-specific data. The rates incorporate Generational Mortality to capture ongoing mortality improvement using 80% of Scale MP 2020 published by the Society of Actuaries. For more details, please refer to the 2021 experience study report that can be found on the CalPERS website.

Discount Rate

The discount rate used to measure the total pension liability for PERF C was 6.90%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made at statutorily required rates, actuarially determined. Based on those assumptions, the Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Notes to the Basic Financial Statements, Continued

10. PUBLIC EMPLOYEE RETIREMENT PLAN, Continued

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all the funds' asset classes, expected compound returns were calculated over the short-term (first 10 years) and the long-term (11-60 years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and rounded down to the nearest one quarter of one percent.

The table below reflects the long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These rates of return are net of administrative expenses.

Rates of Return

	New Strategic Allocation	Real Return Years 1-10 ^(1, 2)
Global equity - cap-weighted	30%	4.45%
Global equity non-cap-weighted	12%	3.84%
Private Equity	13%	7.28%
Treasury	5%	0.27%
Mortgage-backed Securities	5%	0.50%
Investment Grade Corprates	10%	1.56%
High Yield	5%	2.27%
Emerging Market Debt	5%	2.48%
Private Debt	5%	3.57%
Real Assets	15%	3.21%
Leverage	-5%	-0.59%
Total	100%	

⁽¹⁾ An expected inflation of 2.30% used for this period.

⁽²⁾ Figures are based on the 2021-22 Asset Liability Management study.

City of Lakeport, California
Basic Financial Statements
For the year ended June 30, 2023

Notes to the Basic Financial Statements, Continued

10. PUBLIC EMPLOYEE RETIREMENT PLAN, Continued

Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate -The following presents the City's proportionate share of the net pension liability for each Plan, calculated using the discount rate for each Plan, as well as what the City's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

	1% Decrease ■ (5.90%)	Current Discount Rate ■ (6.90%)	1% Increase ■ (7.90%)
Net Pension Liability as of June 30, 2020			
Miscellaneous	\$ 6,129,418	\$ 2,893,127	\$ 230,461
Safety	3,730,964	1,682,994	9,242
Total	<u>\$ 9,860,382</u>	<u>\$ 4,576,121</u>	<u>\$ 239,703</u>

Pension Plan Fiduciary Net Position

Detailed information about each pension plan's fiduciary net position is available in the separately issued CalPERS financial reports.

Notes to the Basic Financial Statements, Continued

11. POST RETIREMENT HEALTHCARE BENEFITS

Plan Description

The City’s single-employer defined benefit retiree health plan provides certain health care benefits to qualified retired employees until they become eligible for Medicare benefits. Employees of the City may become eligible for these benefits when they reach normal retirement age while working for the City based upon years of service. The Plan has no assets accumulated in a trust that meets the requirements to be netted against pension liabilities (i.e., to which contributions are irrevocable, the assets are dedicated to paying benefits and the assets are protected from creditors of the City).

Funding Policy

The City recognizes the cost of providing these benefits by expensing their monthly insurance premiums. Other postemployment benefits paid by the City for the year totaled \$216,718.

The plan provisions and benefits are summarized below:

Benefit types provided	Medical only
Duration of benefits	Lifetime
Required service	12 years
Minimum age	50
Dependent coverage	Yes
City contribution % ⁽¹⁾	12-14 years of service: 40%
	15-17 years of service: 60%
	18-20 years of service: 80%
	21+ years of service: 100%
City cap	Active cap (currently a % of premium)

⁽¹⁾ Applies to City contribution for active coverage. Those hired prior to 4/6/99 are entitled to the active contribution upon retirement subject only to the minimum pension eligibility requirements.

City of Lakeport, California
Basic Financial Statements
For the year ended June 30, 2023

Notes to the Basic Financial Statements, Continued

11. POST RETIREMENT HEALTHCARE BENEFITS, Continued

OPEB Eligibility Summary

Inactive employees receiving benefits	35
Inactive employees entitled to but not receiving benefits	0
Participating active employees	<u>7</u>
Total number of participants	<u>42</u>

Contributions

The Plan and its contribution requirements are established by Memoranda of Understanding with the applicable employee bargaining units and may be amended by agreements between the City and the bargaining units. The annual contribution is based on the actuarially determined contribution. For the fiscal year ended June 30, 2023, the City's cash contributions were \$216,718.

Net OPEB Liability

The City's net OPEB liability was measured as of June 30, 2022 and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation dated June 30, 2021, based on the following actuarial methods and assumptions:

Actuarial Assumptions:	
Discount Rate	3.65%
Inflation	2.50%
Salary Increases	2.75%
Investment Rate of Return	3.65%
Mortality Rate ⁽¹⁾	Derived using CalPERS' Membership Data for all funds.
Pre-Retirement Turnover ⁽²⁾	Derived using CalPERS' Membership Data for all funds.
Healthcare Trend Rate	4%

Notes:

⁽¹⁾ Pre-retirement mortality information was derived from data collected during 1997 to 2011 CalPERS Experience Study dated January 2014 and post-retirement mortality information was derived from the 2007 to 2011 CalPERS Experience Study. The Experience Study Reports may be accessed on the CalPERS website www.calpers.ca.gov under Forms and Publications.

⁽²⁾ The pre-retirement turnover information was developed based on CalPERS' specific data. For more details, please refer to the 2007 to 2011 Experience Study Report. The Experience Study Report may be accessed on the CalPERS website www.calpers.ca.gov under Forms and Publications.

City of Lakeport, California
Basic Financial Statements
For the year ended June 30, 2023

Notes to the Basic Financial Statements, Continued

11. POST RETIREMENT HEALTHCARE BENEFITS, Continued

Discount Rate

The discount rate used to measure the total OPEB liability was 3.65 percent. The projection of cash flows used to determine the discount rate assumed that Authority contributions will be made at rates equal to the actuarially determined contribution rates. Based on those assumptions, the OPEB plan's fiduciary net position was projected to be available to make all projected OPEB payments for current active and inactive employees and beneficiaries. Therefore, the long-term expected rate of return on OPEB plan investments was applied to all periods of projected benefit payments to determine the total OPEB liability.

Changes in the OPEB Liability

The changes in the net OPEB liability for the Plan are as follows:

	Total OPEB Liability	Fiduciary Net Position	Net OPEB Liability
Balance at 6/30/2022	\$ 4,682,052	\$ -	\$ 4,682,052
Changes for the year			
Service Cost	39,301	-	39,301
Interest	162,604	-	162,604
Experience (Gains)/Losses	-	-	-
Changes in Assumptions	(57,752)	-	(57,752)
Contributions - employer	-	216,718	(216,718)
Benefit payments	(216,718)	(216,718)	-
Net Changes	(72,565)	-	(72,565)
Balance at 6/30/2023	\$ 4,609,487	\$ -	\$ 4,609,487

Sensitivity of the Net OPEB Liability to Changes in the Discount Rate

The discount rate used for the fiscal year end 2023 is 3.65%. The following presents the net OPEB liability of the City if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate, for measurement period ended June 30, 2023:

	Discount Rate 1% Lower	Valuation Discount Rate	Discount Rate 1% Higher
Change in Discount Rate			
Net OPEB Liability	\$ 5,153,580	\$ 4,609,487	\$ 4,160,425

City of Lakeport, California
 Basic Financial Statements
 For the year ended June 30, 2023

Notes to the Basic Financial Statements, Continued

11. POST RETIREMENT HEALTHCARE BENEFITS, Continued

Sensitivity of the Net OPEB Liability to Changes in the Health Care Cost Trend Rates

The following presents the net OPEB liability of the City if it were calculated using health care cost trend rates that are one percentage point lower or one percentage point higher than the current rate, for measurement period ended June 30, 2023:

Change in Healthcare Cost Trend Rate	Trend 1% Lower	Current Trend	Trend 1% Higher
Net OPEB Liability	\$ 4,089,359	\$ 4,609,487	\$ 5,227,011

Recognition of Deferred Outflows and Deferred Inflows of Resources

Gains and losses related to changes in total OPEB liability and fiduciary net position are recognized in OPEB expense systematically over time. Amounts are first recognized in OPEB expense for the year the gain or loss occurs. The remaining amounts are categorized as deferred outflows and deferred inflows of resources related to OPEB and are to be recognized in future OPEB expense. The recognition period differs depending on the source of the gain or loss:

Net difference between projected and actual earnings on OPEB plan investments	5 years
All other amounts	Expected average remaining service lifetime (EARS�) (6.0 Years at June 30, 2023)

OPEB Expense

For the fiscal year ended June 30, 2023, the City recognized OPEB expense of \$144,153.

Notes to the Basic Financial Statements, Continued

12. SUCCESSOR AGENCY TRUST FOR ASSETS OF FORMER REDEVELOPMENT AGENCY

On December 29, 2011, the California Supreme Court upheld Assembly Bill 1X 26 (“the Bill”) that provides for the dissolution of all redevelopment agencies in the State of California. This action impacted the reporting entity of the City of Lakeport that previously had reported a redevelopment agency within the reporting entity of the City as a blended component unit.

The Bill provides that upon dissolution of a redevelopment agency, either the city or another unit of local government will agree to serve as the “successor agency” to hold the assets until they are distributed to other units of state and local government. On January 10, 2012, the City Council elected to become the Successor Agency for the former redevelopment agency in accordance with the Bill as part of City resolution number 2441 (2012).

After enactment of the law, which occurred on June 28, 2011, redevelopment agencies in the State of California cannot enter into new projects, obligations or commitments. Subject to the control of a newly established oversight board, remaining assets can only be used to pay enforceable obligations in existence at the date of dissolution (including the completion of any unfinished projects that were subject to legally enforceable contractual commitments).

In future fiscal years, successor agencies will only be allocated revenue in the amount that is necessary to pay the estimated annual installment payments on enforceable obligations of the former redevelopment agency until all enforceable obligations of the prior redevelopment agency have been paid in full and all assets have been liquidated.

The Bill directs the State Controller of the State of California to review the propriety of any transfers of assets between redevelopment agencies and other public bodies that occurred after January 1, 2011. If the public body that received such transfers is not contractually committed to a third party for the expenditure or encumbrance of those assets, the State Controller is required to order the available assets to be transferred to the public body designated as the successor agency by the Bill.

Management believes, in consultation with legal counsel, that the obligations of the former redevelopment agency due to the City are valid enforceable obligations payable by the successor agency trust under the requirements of the Bill. The City’s position on this issue is not a position of settled law and there is considerable legal uncertainty regarding this issue. It is reasonably possible that a legal determination may be made at a later date by an appropriate judicial authority that would resolve this issue unfavorably to the City.

City of Lakeport, California
Basic Financial Statements
For the year ended June 30, 2023

Notes to the Basic Financial Statements, Continued

12. SUCCESSOR AGENCY TRUST FOR ASSETS OF FORMER REDEVELOPMENT AGENCY, Continued

In accordance with the timeline set forth in the Bill (as modified by the California Supreme Court on December 29, 2011) all redevelopment agencies in the State of California were dissolved and ceased to operate as a legal entity as of February 1, 2013. Prior to that date, the final seven months of the activity of the redevelopment agency continued to be reported in the governmental funds of the City included in the fund financial statements as Former Redevelopment Agency Special Revenue Fund and Low/Moderate Income Housing Fund.

After the date of dissolution, the assets and activities of the dissolved redevelopment agency are reported in a fiduciary fund (private-purpose trust fund) in the financial statements of the City. The transfer of the assets and liabilities of the former redevelopment agency as of February 1, 2012 (effectively the same date as January 31, 2012) from governmental funds of the City to fiduciary funds was reported in the governmental funds as an extraordinary loss (or gain) in the governmental fund financial statements. The receipt of these assets and liabilities as of January 31, 2012 was reported in the private-purpose trust fund as an extraordinary gain (or loss).

The following is a summary of changes in long-term liabilities for the year ended June 30, 2023:

Redevelopment Successor Private Purpose Trust Debt Service Activity					
	Balance July 1, 2022	Additions	Retirements	Balance June 30, 2023	Due within one year
Fiduciary activities:					
2004 Series B RDA Tax Exempt Bonds	\$ 390,000	\$ -	\$ (70,000)	\$ 320,000	\$ 75,000
2016 Tax Allocation Bonds	3,585,000	-	(160,000)	3,425,000	160,000
Total fiduciary activities	<u>\$ 3,975,000</u>	<u>\$ -</u>	<u>\$ (230,000)</u>	<u>\$ 3,745,000</u>	<u>\$ 235,000</u>

2004 Series B Bonds

2004 Series B bond, total issue \$1,170,000. Annual principal is due on September 1 and interest payments are due semi-annually, at an annual interest rate of 5.31%, September 1 and March 1 each year. Payments are secured by redevelopment tax increment revenue, maturing in year 2027.

Balance due \$ 320,000

2016 Tax Allocation Bond

2016 Tax Allocation Bond, total issue \$4,120,000. Annual principal is due on September 1 and interest payments are due semi-annually, September 1 and March 1 each year. Payments are secured by redevelopment tax increment revenue, maturing in year 2034.

Balance due \$ 3,425,000

City of Lakeport, California
Basic Financial Statements
For the year ended June 30, 2023

Notes to the Basic Financial Statements, Continued

12. SUCCESSOR AGENCY TRUST FOR ASSETS OF FORMER REDEVELOPMENT AGENCY, Continued

Future debt service for Fiduciary Activities at June 30, 2023, is as follows:

June 30,	2004 Series B RDA Tax Exempt Bond		2016 Tax Allocation Bond		Totals	
	Principal	Interest	Principal	Interest	Principal	Interest
2024	\$ 75,000	\$ 15,961	\$ 160,000	\$ 131,250	\$ 235,000	\$ 147,211
2025	80,000	11,583	170,000	124,650	250,000	136,233
2026	80,000	7,063	175,000	117,750	255,000	124,813
2027	85,000	2,401	205,000	110,150	290,000	112,551
2028	-	-	310,000	99,850	310,000	99,850
2029-2033	-	-	1,760,000	297,850	1,760,000	297,850
2034-2038	-	-	645,000	19,275	645,000	19,275
	<u>\$ 320,000</u>	<u>\$ 37,008</u>	<u>\$ 3,425,000</u>	<u>\$ 900,775</u>	<u>\$ 3,745,000</u>	<u>\$ 937,783</u>
Due within one year	\$ 75,000	\$ 15,961	\$ 160,000	\$ 131,250	\$ 235,000	\$ 147,211
Due after one year	245,000	21,047	3,265,000	769,525	3,510,000	790,572
	<u>\$ 320,000</u>	<u>\$ 37,008</u>	<u>\$ 3,425,000</u>	<u>\$ 900,775</u>	<u>\$ 3,745,000</u>	<u>\$ 937,783</u>

13. NEW ACCOUNTING PRONOUNCEMENTS

The GASB has issued Statement No. 94, *“Public-Private and Public-Public Partnerships and Availability Payment Arrangements”*. The objective of this Statement is to better meet the information needs of financial statement users by improving the comparability of financial statements among governments that enter into PPPs and APAs and by enhancing the understandability, reliability, relevance, and consistency of information about PPPs and APAs. The implementation of this statement did not have an effect on the financial statements.

The GASB has issued statement No. 96, *“Subscription-Based Information Technology Arrangements”*. The objective of this Statement is to better meet the information needs of financial statement users by (a) establishing uniform accounting and financial reporting requirements for SBITAs; (b) improving the comparability of financial statements among governments that have entered into SBITAs; and (c) enhancing the understandability, reliability, relevance, and consistency of information about SBITAs. The implementation of this statement did not have an effect on the financial statements.

Notes to the Basic Financial Statements, Continued

13. NEW ACCOUNTING PRONOUNCEMENTS, Continued

The GASB has issued Statement No. 99, "*Omnibus 2022*." The objectives of this Statement are to enhance comparability in accounting and financial reporting and to improve the consistency of authoritative literature by addressing (1) practice issues that have been identified during implementation and application of certain GASB Statements and (2) accounting and financial reporting for financial guarantees. The requirements related to leases, PPPs, and SBITAs will take effect for financial statements starting with the fiscal year that ends June 30, 2023. The requirements related to financial guarantees and the classification and reporting of derivative instruments within the scope of Statement 53 will take effect for financial statements starting with the fiscal year that ends June 30, 2024.

The GASB has issued Statement No. 100, "*Accounting Changes and Error Corrections—an amendment of GASB Statement No. 62*." The primary objective of this Statement is to enhance accounting and financial reporting requirements for accounting changes and error corrections to provide more understandable, reliable, relevant, consistent, and comparable information for making decisions or assessing accountability. The requirements of this Statement will take effect for financial statements starting with the fiscal year that ends June 30, 2024.

The GASB has issued Statement No. 101, "*Compensated Absences*." The objective of this Statement is to better meet the information needs of financial statement users by updating the recognition and measurement guidance for compensated absences. That objective is achieved by aligning the recognition and measurement guidance under a unified model and by amending certain previously required disclosures. The requirements of this Statement will take effect for financial statements starting with the fiscal year that ends December 31, 2024.

REQUIRED SUPPLEMENTARY INFORMATION

City of Lakeport, California

Required Supplementary Information - Schedule of Changes in the Net OPEB Liability and Related Ratios

for the Measurement Periods Ended June 30,

Last 10 Fiscal Years*

	2023	2022	2021	2020	2019	2018
Total OPEB Liability						
Service Cost	\$ 39,301	\$ 69,944	\$ 67,272	\$ 59,557	\$ 53,802	\$ 52,362
Interest on the total OPEB liability	162,604	146,506	149,529	185,682	173,339	189,647
Experience (Gains)/Losses	-	(1,329,702)	-	378,406	-	-
Changes of benefit terms	-	-	-	-	-	-
Changes of assumptions	(57,752)	(816,174)	36,502	1,113,983	359,286	-
Benefit payments	(216,718)	(272,508)	(264,877)	(235,007)	(238,287)	(324,908)
Net change in total OPEB liability	(72,565)	(2,201,934)	(11,574)	1,502,621	348,140	(82,899)
Total OPEB liability - beginning	4,682,052	6,883,986	6,895,560	5,392,938	5,044,798	5,127,697
Total OPEB liability - ending (a)	\$ 4,609,487	\$ 4,682,052	\$ 6,883,986	\$ 6,895,559	\$ 5,392,938	\$ 5,044,798
Plan fiduciary net position						
Contributions - employer	\$ 216,718	\$ 272,508	\$ 264,877	\$ 235,007	\$ 238,287	\$ 324,908
Contributions - employee	-	-	-	-	-	-
Actual investment income	-	-	-	-	-	-
Administrative expense	-	-	-	-	-	-
Benefit payments	(216,718)	(272,508)	(264,877)	(235,007)	(238,287)	(324,908)
Net change in plan fiduciary net position	-	-	-	-	-	-
Plan fiduciary net position - beginning	-	-	-	-	-	-
Plan fiduciary net position - ending (b)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net OPEB liability - ending (a) - (b)	\$ 4,609,487	\$ 4,682,052	\$ 6,883,986	\$ 6,895,559	\$ 5,392,938	\$ 5,044,798
Covered payroll	\$ 3,633,164	\$ 3,036,393	\$ 3,111,833	\$ 2,632,480	\$ 2,570,660	\$ 2,444,280
Net OPEB liability as a percentage of covered payroll	126.87%	154.20%	221.22%	261.94%	209.79%	206.39%

Notes to Schedule

* Additional years will be presented as they become available.

City of Lakeport, California

Required Supplementary Information - Net OPEB Liability Schedule of Contributions

June 30, 2023

Last 10 Fiscal Years*

Fiscal Year Ended June 30,	2023	2022	2021	2020	2019	2018
Actuarially Determined Contribution (ADC)	\$ 216,718	\$ 272,508	\$ 264,877	\$ 235,007	\$ 238,287	\$ 324,908
Contributions in relation to the ADC	216,718	272,508	264,877	235,007	238,287	324,908
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Covered payroll	3,633,164	3,257,242	3,036,393	3,111,833	2,632,480	2,570,660
Contributions as a percentage of covered payroll	5.96%	8.37%	8.72%	7.55%	9.05%	12.64%

Notes to Schedule

* Additional years will be presented as they become available.

City of Lakeport, California
Required Supplementary Information - Schedule of Contributions

Miscellaneous Plan

Last 10 Fiscal Years*

	2023	2022	2021	2020	2019	2018	2017
Contractually required contribution (actuarially determined)	\$ 405,356	\$ 634,230	\$ 556,587	\$ 549,955	\$ 114,309	\$ 299,811	\$ 279,716
Contributions in relation to the actuarially determined contributions	(405,356)	(634,230)	(556,587)	(549,955)	(114,309)	(299,811)	(279,716)
Contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Covered payroll	\$ 2,783,863	\$ 2,425,775	\$ 2,511,453	\$ 1,807,816	\$ 1,854,631	\$ 1,854,631	\$ 1,727,792
Contribution as a percentage of covered payroll	14.56%	26.15%	22.16%	30.42%	6.16%	16.17%	16.19%

Notes to Schedule

1) Covered employee payroll represents compensation earnable and pensionable compensation. Only compensation earnable and pensionable compensation that would possibly go into the determination of retirement benefits are included.

* Additional years will be presented as they become available.

Safety Plan

Last 10 Fiscal Years*

	2023	2022	2021	2020	2019	2018	2017
Contractually required contribution (actuarially determined)	\$ 207,215	\$ 330,350	\$ 288,238	\$ 278,551	\$ 193,615	\$ 178,679	\$ 175,590
Contributions in relation to the actuarially determined contributions	(207,215)	(330,350)	(288,238)	(278,551)	(193,615)	(178,679)	(175,590)
Contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Covered payroll	\$ 849,301	\$ 831,467	\$ 873,415	\$ 824,664	\$ 716,030	\$ 716,030	\$ 701,870
Contribution as a percentage of covered payroll	24.40%	39.73%	33.00%	33.78%	27.04%	24.95%	25.02%

Notes to Schedule

1) Covered employee payroll represents compensation earnable and pensionable compensation. Only compensation earnable and pensionable compensation that would possibly go into the determination of retirement benefits are included.

* Additional years will be presented as they become available.

City of Lakeport, California
Required Supplementary Information - Schedule of City's Proportionate Share
of Net Pension Liability

Miscellaneous Plan

Last 10 Fiscal Years*

	2023	2022	2021	2020	2019	2018	2017
Plan's Proportion of the Net Pension Liability/(Asset)	0.06183%	0.16224%	0.12715%	0.12259%	0.11803%	0.11413%	0.11527%
Plan's Proportionate Share of the Net Pension	\$ 2,893,126	\$ 3,080,609	\$ 5,363,393	\$ 4,909,060	\$ 4,448,040	\$ 4,498,927	\$ 4,004,316
Plan's Covered Payroll	\$ 2,783,863	\$ 2,425,775	\$ 2,511,453	\$ 2,236,404	\$ 2,174,275	\$ 1,854,631	\$ 1,727,792
Plan's Proportionate Share of the Net Pension Liability/(Asset) as a Percentage of its Covered Payroll	103.92%	126.99%	213.56%	219.51%	204.58%	242.58%	231.76%
Plan's Proportionate Share of the Fiduciary Net Position as a Percentage of the Plan's Total Pension Liability	87.81%	86.30%	75.24%	76.11%	77.33%	77.17%	78.69%
Plan's Proportionate Share of Aggregate Employer Contribution	\$ 1,081,383	\$ 763,563	\$ 728,301	\$ 648,195	\$ 578,074	\$ 575,409	\$ 550,660

Notes to Schedule

1) Covered employee payroll represents compensation earnable and pensionable compensation. Only compensation earnable and pensionable compensation that would possibly go into the determination of retirement benefits are included.

* Additional years will be presented as they become available.

Safety Plan

Last 10 Fiscal Years*

	2023	2022	2021	2020	2019	2018	2017
Plan's Proportion of the Net Pension Liability/(Asset)	0.02449%	0.03455%	0.04183%	0.03910%	0.03711%	0.03613%	0.03744%
Plan's Proportionate Share of the Net Pension	\$ 1,682,994	\$ 1,212,626	\$ 2,787,027	\$ 2,440,583	\$ 2,177,340	\$ 2,158,780	\$ 1,938,947
Plan's Covered Payroll	\$ 849,301	\$ 831,467	\$ 873,415	\$ 875,428	\$ 788,343	\$ 716,030	\$ 701,870
Plan's Proportionate Share of the Net Pension Liability/(Asset) as a Percentage of its Covered Payroll	198.16%	145.84%	319.10%	278.79%	276.19%	301.49%	276.25%
Plan's Proportionate Share of the Fiduciary Net Position as a Percentage of the Plan's Total Pension Liability	88.65%	91.36%	78.63%	80.36%	81.91%	80.21%	79.63%
Plan's Proportionate Share of Aggregate Employer Contribution	\$ 877,096	\$ 685,355	\$ 530,860	\$ 437,945	\$ 415,848	\$ 301,957	\$ 261,963

Notes to Schedule

1) Covered employee payroll represents compensation earnable and pensionable compensation. Only compensation earnable and pensionable compensation that would possibly go into the determination of retirement benefits are included.

* Additional years will be presented as they become available.

COMBINING AND INDIVIDUAL FUND STATEMENTS AND SCHEDULES

NONMAJOR SPECIAL REVENUE FUNDS

Special Revenue Funds account for revenues received that have special restrictions placed on their use or are committed to expenditure for specified purposes either through statute or by Council policy. The City has a number of different special revenue funds which are part of the non-operating budget. The City's nonmajor special revenue funds include the following:

Fund	Description
Parkland Dedication Fund	State law and General Plan provide for new development to fund expansion of park systems 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).
Gas Tax Fund	Established to account for revenues and expenditures on road-related projects in the City. Financing is provided by the City's share of the statewide tax on gasoline and other fuels.
Prop 172 Public Safety Fund	A city or county that received Prop 172 funds must place the revenues in a special revenue fund to be expended only on public safety services as defined in Government Code Section 30052. Maintenance of effort provision in the statute requires the City to maintain funding levels to public safety functions.
Lakeport Housing Fund	A special revenue fund established for the provision of affordable housing.
K-9 Fund	Established to account for funding sources and costs associated with the Police K-9 program
10th Street Bike and Pedestrian Improvement Fund	Fund set up to track activities funded by the Lake County Area Planning Committee for bike and pedestrian improvements on 10th Street.
Library Park Bathroom Rehabilitation Fund	Fund set up to track activities funded by the California Department of Boating and Waterways to fund the rehabilitation of the restroom facilities at Library
Lake Area Planning Commission Active Transportation Planning (ATP) Grant	Fund set up to track activities funded by the Lake County Area Planning Committee to fund planning activities for the development of a city wide active transportation master plan.
CDBG Grant 2018 DR	Established to account for the revenues and expenditures associated with a CDBG Disaster Recovery Multi-Family Housing project.
CDBG Grant 2021	Established to account for the revenues and expenditures associated with a CDBG funded economic development business loan and technical assistance grant
CDBG Grant 2020	Established to account for the revenues and expenditures associated with CDBCV facility improvements to the Silveira Community Center.

NON-MAJOR SPECIAL REVENUE FUNDS, Continued

Fund	Description
CDBG Grant 2018	Established to account for the revenues and expenditures associated with a CDBG funded off site improvements projects related to low-income family housing development.
CDBG Grant 2017	Established to account for the revenues and expenditures associated with a CDBG funded economic development business loans and planning and technical assistance in the Forbes Creek Neighborhood.
CDBG Grant 2022	Fund set up to track activities funded by a 2022 grant from CDBG. Activities include planning activities to update housing assistance policies and procedures.
Tenth Street Drainage Fund	Restricted fund/set aside by developer of Willow Tree Shopping Center.
Lakeport Blvd Improvement Fund	Special assessment of developer to mitigate traffic impacts of K-Mart (now Bruno's) development in 1987.
South Main Street Improvement Fund	Special assessment of developer to mitigate traffic impacts of K-Mart.
Parkside Traffic Mitigation Fund	Traffic mitigation fees are required as a mitigation measure of Parkside Subdivision.
Parallel/Bevins Storm Maintenance Fund	Fund set up to account for revenue received and expenditures made in conjunction with development along the Parallel Drive and Bevins Drive
ER Storm Damage Repair Fund	Project funds provided by the Federal government through Caltrans' administration of the Emergency Relief (ER) Program.
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).
City Wide Sign - HSIP	Established to account for the revenues and expenditures associated with a Caltrans funded safety project to upgrade street signage city-wide.
CDBG Grant Program Income	This fund is used for reinvestment into housing programs from program income generated by past CDBG grants.
ARPA Fund	Established to account for the revenues and expenditures associated with the American Rescue Plan Act granted by the federal government.

This page intentionally left blank.

City of Lakeport, California
Combining Balance Sheet
Nonmajor Special Revenue and Capital Projects Funds, Continued
June 30, 2023

	Parkland Dedication	Gas Tax	Prop 172 Public Safety	Lakeport Housing	K-9 Fund
ASSETS					
Cash and investments	\$ -	\$ 705,435	\$ -	\$ -	\$ 5,877
Receivables:					
Intergovernmental	-	19,549	-	-	-
Loans/Notes	-	-	-	302,964	-
Other	-	-	7,408	49,177	-
Total assets	<u>\$ -</u>	<u>\$ 724,984</u>	<u>\$ 7,408</u>	<u>\$ 352,141</u>	<u>\$ 5,877</u>
LIABILITIES AND FUND BALANCES					
Liabilities:					
Accounts payable	\$ -	\$ -	\$ -	\$ -	\$ 483
Due to other funds	-	-	7,408	4,506	-
Advances from other funds	175,140	-	-	114,341	-
Total liabilities	<u>175,140</u>	<u>-</u>	<u>7,408</u>	<u>118,847</u>	<u>483</u>
Fund Balances:					
Restricted:					
Law enforcement	-	-	-	-	5,394
Housing programs	-	-	-	233,294	-
Community development	-	-	-	-	-
Transportation infrastructure	-	724,984	-	-	-
Assigned:					
Capital projects	-	-	-	-	-
Unassigned (deficit)	(175,140)	-	-	-	-
Total fund balances	<u>(175,140)</u>	<u>724,984</u>	<u>-</u>	<u>233,294</u>	<u>5,394</u>
Total liabilities and fund balances	<u>\$ -</u>	<u>\$ 724,984</u>	<u>\$ 7,408</u>	<u>\$ 352,141</u>	<u>\$ 5,877</u>

10th Street Bike and Pedestian Improvement	Library Park Bathroom Rehabilitation	Lake Area Planning Commission ATP	CDBG Grant 2018 DR	CDBG Grant 2021	CDBG Grant 2020	CDBG Grant 2018	CDBG Grant 2017
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2,174	135,250	-	9,290	24,015	78,574	15,476	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
<u>\$ 2,174</u>	<u>\$ 135,250</u>	<u>\$ -</u>	<u>\$ 9,290</u>	<u>\$ 24,015</u>	<u>\$ 78,574</u>	<u>\$ 15,476</u>	<u>\$ -</u>
\$ -	\$ -	\$ 1,076	5,286	\$ 6,110	4,375	\$ -	\$ -
2,174	135,250	-	4,004	17,905	74,199	1,694	77,547
-	-	-	-	-	-	-	-
<u>2,174</u>	<u>135,250</u>	<u>1,076</u>	<u>9,290</u>	<u>24,015</u>	<u>78,574</u>	<u>1,694</u>	<u>77,547</u>
-	-	-	-	-	-	-	-
-	-	-	-	-	-	13,782	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	(1,076)	-	-	-	-	(77,547)
-	-	(1,076)	-	-	-	13,782	(77,547)
<u>\$ 2,174</u>	<u>\$ 135,250</u>	<u>\$ -</u>	<u>\$ 9,290</u>	<u>\$ 24,015</u>	<u>\$ 78,574</u>	<u>\$ 15,476</u>	<u>\$ -</u>

(continued)

City of Lakeport, California
Combining Balance Sheet
Nonmajor Special Revenue and Capital Projects Funds, Continued
June 30, 2023

	CDBG Grant 2022	Tenth Street Drainage	Lakeport Blvd Improvement	South Main St Improvement	Parkside Traffic Mitigation	Parallel/Bevins Storm Maintenance
ASSETS						
Cash and investments	\$ -	\$ 87,087	\$ 61,628	\$ 32,031	\$ 17,635	\$ 20,387
Receivables:						
Intergovernmental	4,500	-	-	-	-	-
Loans/Notes	-	-	-	-	-	-
Other	-	-	-	-	-	-
Total assets	<u>\$ 4,500</u>	<u>\$ 87,087</u>	<u>\$ 61,628</u>	<u>\$ 32,031</u>	<u>\$ 17,635</u>	<u>\$ 20,387</u>
LIABILITIES AND FUND BALANCES						
Liabilities:						
Accounts payable	\$ -	\$ -	11,804	\$ -	\$ -	\$ -
Due to other funds	4,500	-	-	-	-	-
Advances from other funds	-	-	-	-	-	-
Total liabilities	<u>4,500</u>	<u>-</u>	<u>11,804</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund Balances:						
Restricted:						
Law enforcement	-	-	-	-	-	-
Housing programs	-	-	-	-	-	-
Community development	-	-	-	-	-	-
Transportation infrastructure	-	87,087	49,824	32,031	17,635	20,387
Assigned:						
Capital projects	-	-	-	-	-	-
Unassigned (deficit)	-	-	-	-	-	-
Total fund balances	<u>-</u>	<u>87,087</u>	<u>49,824</u>	<u>32,031</u>	<u>17,635</u>	<u>20,387</u>
Total liabilities and fund balances	<u>\$ 4,500</u>	<u>\$ 87,087</u>	<u>\$ 61,628</u>	<u>\$ 32,031</u>	<u>\$ 17,635</u>	<u>\$ 20,387</u>

ER Storm Damage Repair	Storm Drainage	City Wide Sign Improvement - HSIP	CDBG Grant Program Income	ARPA Fund	2017 Storm Capital Projects	Non-major Governmental Totals
\$ -	\$ 108,932	\$ -	\$ 281,271	\$ 1,197,542	\$ 198,036	\$ 2,715,861
15,557	-	-	-	-	-	304,385
-	-	-	770,593	-	-	1,073,557
-	-	812	-	-	-	57,397
<u>\$ 15,557</u>	<u>\$ 108,932</u>	<u>\$ 812</u>	<u>\$ 1,051,864</u>	<u>\$ 1,197,542</u>	<u>\$ 198,036</u>	<u>\$ 3,953,164</u>
\$ 4,317	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 33,451
11,240	-	812	-	-	-	341,239
-	-	-	-	-	-	289,481
<u>15,557</u>	<u>-</u>	<u>812</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>664,171</u>
-	-	-	-	-	-	5,394
-	-	-	-	-	-	247,076
-	-	-	1,051,864	-	-	1,051,864
-	108,932	-	-	-	-	1,040,880
-	-	-	-	1,197,542	198,036	1,395,578
-	-	-	-	-	-	(253,763)
-	108,932	-	1,051,864	1,197,542	198,036	3,487,029
<u>\$ 15,557</u>	<u>\$ 108,932</u>	<u>\$ 812</u>	<u>\$ 1,051,864</u>	<u>\$ 1,197,542</u>	<u>\$ 198,036</u>	<u>\$ 3,953,164</u>

(concluded)

City of Lakeport, California

Combining Schedule of Revenues, Expenditures, and Changes in Fund Balances

Nonmajor Special Revenue Funds

For the year ended June 30, 2023

	Parkland Dedication	Gas Tax	Prop 172 Public Safety	Lakeport Housing	K-9 Fund
REVENUES:					
Intergovernmental revenue	\$ -	\$ 237,349	\$ 49,381	\$ -	\$ -
Use of money and property	-	-	-	4,839	-
Other revenues	-	-	-	108,176	-
Total revenues	-	237,349	49,381	113,015	-
EXPENDITURES:					
Current:					
Roads and infrastructure:					
Public works	-	35,021	-	-	-
Housing and support programs	-	-	-	115,963	-
Economic development	-	-	-	-	-
Public safety	-	-	-	-	13,570
Capital outlay	-	-	-	-	-
Total expenditures	-	35,021	-	115,963	13,570
REVENUES OVER (UNDER) EXPENDITURES	-	202,328	49,381	(2,948)	(13,570)
OTHER FINANCING SOURCES (USES):					
Loss on note receivable	-	-	-	(16,981)	-
Transfers in	-	-	-	-	-
Transfers out	-	-	(49,381)	-	-
Total other financing sources and uses	-	-	(49,381)	(16,981)	-
REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING (USES)	-	202,328	-	(19,929)	(13,570)
FUND BALANCES (DEFICITS):					
Beginning of year	(175,140)	522,656	-	253,223	18,964
End of year	\$ (175,140)	\$ 724,984	\$ -	\$ 233,294	\$ 5,394

10th Street Bike and Pedestian Improvement	Library Park Bathroom Rehabilitation	Lake Area Planning Commision ATP	CDBG Grant 2018 DR	CDBG Grant 2021	CDBG Grant 2020	CDBG Grant 2018	CDBG Grant 2017
\$ 2,174	\$ 135,249	\$ -	\$ 8,785	\$ 17,953	\$ 26,717	\$ 15,476	\$ (3,406)
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
2,174	135,249	-	8,785	17,953	26,717	15,476	(3,406)
2,174	-	-	-	-	26,717	7,650	-
-	-	-	-	-	-	-	-
-	159,508	1,076	8,785	17,953	-	-	8,329
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
2,174	159,508	1,076	8,785	17,953	26,717	7,650	8,329
-	(24,259)	(1,076)	-	-	-	7,826	(11,735)
-	-	-	-	-	-	-	-
-	24,259	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	24,259	-	-	-	-	-	-
-	-	(1,076)	-	-	-	7,826	(11,735)
-	-	-	-	-	-	5,956	(65,812)
\$ -	\$ -	\$ (1,076)	\$ -	\$ -	\$ -	\$ 13,782	\$ (77,547)

(continued)

City of Lakeport, California

Combining Schedule of Revenues, Expenditures, and Changes in Fund Balances

Nonmajor Special Revenue and Capital Projects Funds, Continued

For the year ended June 30, 2023

	CDBG Grant 2022	Tenth Street Drainage	Lakeport Blvd Improvement	South Main St Improvement	Parkside Traffic Mitigation	Parallel/Bevins Storm Maintenance
REVENUES:						
Intergovernmental revenue	\$ 4,500	\$ -	\$ -	\$ -	\$ -	\$ -
Use of money and property	-	-	-	-	-	-
Other revenues	-	-	-	-	-	-
Total revenues	<u>4,500</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
EXPENDITURES:						
Current:						
Roads and infrastructure:						
Public works	-	-	69,582	-	-	-
Housing and support programs	4,500	-	-	-	-	-
Economic development	-	-	-	-	-	-
Public safety	-	-	-	-	-	-
Capital outlay	-	-	-	-	-	-
Total expenditures	<u>4,500</u>	<u>-</u>	<u>69,582</u>	<u>-</u>	<u>-</u>	<u>-</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>-</u>	<u>-</u>	<u>(69,582)</u>	<u>-</u>	<u>-</u>	<u>-</u>
OTHER FINANCING SOURCES (USES):						
Loss on note receivable	-	-	-	-	-	-
Transfers in	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-
Total other financing sources and uses	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING (USES)	<u>-</u>	<u>-</u>	<u>(69,582)</u>	<u>-</u>	<u>-</u>	<u>-</u>
FUND BALANCES (DEFICITS):						
Beginning of year	-	87,087	119,406	32,031	17,635	20,387
End of year	<u>\$ -</u>	<u>\$ 87,087</u>	<u>\$ 49,824</u>	<u>\$ 32,031</u>	<u>\$ 17,635</u>	<u>\$ 20,387</u>

ER Storm Damage Repair	Storm Drainage	City Wide Sign Improvement - HSIP	CDBG Grant Program Income	ARPA Fund	2017 Storm Capital Projects	Non-major Governmental Totals
\$ 69,231	\$ -	\$ 1,832	\$ 4,715	\$ 598,771	\$ -	\$ 1,168,727
-	339	-	9,248	-	-	14,426
-	-	-	-	-	-	108,176
69,231	339	1,832	13,963	598,771	-	1,291,329
69,231	-	1,832	-	-	10,000	222,207
-	-	-	-	-	-	120,463
-	-	-	-	-	-	195,651
-	-	-	-	-	-	13,570
-	28,709	-	-	-	-	28,709
69,231	28,709	1,832	-	-	10,000	580,600
-	(28,370)	-	13,963	598,771	(10,000)	710,729
-	-	-	-	-	-	(16,981)
-	-	-	-	-	-	24,259
-	-	-	-	-	-	(49,381)
-	-	-	-	-	-	(42,103)
-	(28,370)	-	13,963	598,771	(10,000)	668,626
-	137,302	-	1,037,901	598,771	208,036	2,818,403
\$ -	\$ 108,932	\$ -	\$ 1,051,864	\$ 1,197,542	\$ 198,036	\$ 3,487,029

(concluded)

NONMAJOR GOVERNMENTAL FUNDS BUDGET COMPARISONS

City of Lakeport, California

Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget to Actual

Parkland Dedication Fund

For the year ended June 30, 2023

	Budgeted Amounts			Variance with
	Original	Final	Actual	Final Budget Positive (Negative)
REVENUES:				
Intergovernmental revenue	\$ -	\$ -	\$ -	\$ -
Use of money and property	-	-	-	-
Total revenues	-	-	-	-
EXPENDITURES:				
Current:				
Economic development	-	-	-	-
Total expenditures	-	-	-	-
REVENUES OVER (UNDER) EXPENDITURES	-	-	-	-
OTHER FINANCING SOURCES (USES):				
Transfers out	-	-	-	-
Total other financing sources and uses	-	-	-	-
REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING (USES)	-	-	-	-
FUND BALANCES (DEFICITS):				
Beginning of year	(175,140)	(175,140)	(175,140)	-
End of year	\$ (175,140)	\$ (175,140)	\$ (175,140)	\$ -

City of Lakeport, California

Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget to Actual

Gas Tax Fund

For the year ended June 30, 2023

	Budgeted Amounts			Variance with
	Original	Final	Actual	Final Budget Positive (Negative)
REVENUES:				
Intergovernmental revenue	\$ 299,314	\$ 299,314	\$ 237,349	\$ (61,965)
Use of money and property	-	-	-	-
Total revenues	<u>299,314</u>	<u>299,314</u>	<u>237,349</u>	<u>(61,965)</u>
EXPENDITURES:				
Current:				
Roads and infrastructure:				
Public works	298,822	298,822	35,021	263,801
Total expenditures	<u>298,822</u>	<u>298,822</u>	<u>35,021</u>	<u>263,801</u>
REVENUES OVER (UNDER)				
EXPENDITURES	<u>492</u>	<u>492</u>	<u>202,328</u>	<u>(325,766)</u>
OTHER FINANCING SOURCES (USES):				
Transfers out	(500,000)	(500,000)	-	500,000
Total other financing sources and uses	<u>(500,000)</u>	<u>(500,000)</u>	<u>-</u>	<u>500,000</u>
REVENUES AND OTHER FINANCING SOURCES OVER (UNDER)				
EXPENDITURES AND OTHER FINANCING (USES)	<u>(499,508)</u>	<u>(499,508)</u>	<u>202,328</u>	<u>174,234</u>
FUND BALANCES (DEFICITS):				
Beginning of year	522,656	522,656	522,656	-
End of year	<u>\$ 23,148</u>	<u>\$ 23,148</u>	<u>\$ 724,984</u>	<u>\$ 174,234</u>

City of Lakeport, California

Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget to Actual

Prop 172 Public Safety Fund

For the year ended June 30, 2023

	Budgeted Amounts			Variance with
	Original	Final	Actual	Final Budget Positive (Negative)
REVENUES:				
Intergovernmental revenue	\$ 35,000	\$ 35,000	\$ 49,381	\$ 14,381
Use of money and property	-	-	-	-
Total revenues	<u>35,000</u>	<u>35,000</u>	<u>49,381</u>	<u>14,381</u>
EXPENDITURES:				
Current:				
Public safety	-	-	-	-
Total expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
REVENUES OVER (UNDER)				
EXPENDITURES	<u>35,000</u>	<u>35,000</u>	<u>49,381</u>	<u>14,381</u>
OTHER FINANCING SOURCES (USES):				
Transfers out	(35,000)	(35,000)	(49,381)	(14,381)
Total other financing sources and uses	<u>(35,000)</u>	<u>(35,000)</u>	<u>(49,381)</u>	<u>(14,381)</u>
REVENUES AND OTHER FINANCING SOURCES OVER (UNDER)				
EXPENDITURES AND OTHER FINANCING (USES)	-	-	-	-
FUND BALANCES (DEFICITS):				
Beginning of year	-	-	-	-
End of year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

City of Lakeport, California

Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget to Actual

Lakeport Housing Fund

For the year ended June 30, 2023

	Budgeted Amounts			Variance with
	Original	Final	Actual	Final Budget Positive (Negative)
REVENUES:				
Use of money and property	\$ -	\$ -	\$ 4,839	\$ 4,839
Other revenues	-	-	108,176	108,176
Total revenues	-	-	113,015	113,015
EXPENDITURES:				
Current:				
Housing and support programs	10,000	10,000	115,963	(105,963)
Capital outlay	-	-	-	-
Total expenditures	10,000	10,000	115,963	(105,963)
REVENUES OVER (UNDER) EXPENDITURES	(10,000)	(10,000)	(2,948)	218,978
OTHER FINANCING SOURCES (USES):				
Loss on note receivable	-	-	(16,981)	(16,981)
Transfer in	-	-	-	-
Transfers out	-	-	-	-
Total other financing sources and uses	-	-	(16,981)	-
REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING (USES)	(10,000)	(10,000)	(19,929)	218,978
FUND BALANCES (DEFICITS):				
Beginning of year	253,223	253,223	253,223	-
End of year	\$ 243,223	\$ 243,223	\$ 233,294	\$ 218,978

City of Lakeport, California

Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget to Actual

K-9 Fund

For the year ended June 30, 2023

	Budgeted Amounts			Variance with
	Original	Final	Actual	Final Budget Positive (Negative)
REVENUES:				
Intergovernmental revenue	\$ 15,000	\$ 15,000	\$ -	\$ (15,000)
Total revenues	<u>15,000</u>	<u>15,000</u>	<u>-</u>	<u>(15,000)</u>
EXPENDITURES:				
Current:				
Public safety	30,000	30,000	13,570	16,430
Total expenditures	<u>30,000</u>	<u>30,000</u>	<u>13,570</u>	<u>16,430</u>
REVENUES OVER (UNDER)				
EXPENDITURES	<u>(15,000)</u>	<u>(15,000)</u>	<u>(13,570)</u>	<u>(31,430)</u>
OTHER FINANCING SOURCES (USES):				
Transfers in	-	-	-	-
Transfers out	-	-	-	-
Total other financing sources and uses	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING (USES)	<u>(15,000)</u>	<u>(15,000)</u>	<u>(13,570)</u>	<u>(31,430)</u>
FUND BALANCES (DEFICITS):				
Beginning of year	18,964	18,964	18,964	-
End of year	<u>\$ 3,964</u>	<u>\$ 3,964</u>	<u>\$ 5,394</u>	<u>\$ (31,430)</u>

City of Lakeport, California

Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget to Actual

10th Street Bike and Pedestrian Improvement

For the year ended June 30, 2023

	Budgeted Amounts			Variance with Final Budget Positive (Negative)
	Original	Final	Actual	
REVENUES:				
Intergovernmental revenue	\$ 130,000	\$ 130,000	\$ 2,174	\$ (127,826)
Total revenues	<u>130,000</u>	<u>130,000</u>	<u>2,174</u>	<u>(127,826)</u>
EXPENDITURES:				
Current:				
Roads and infrastructure:				
Public works	130,000	130,000	2,174	127,826
Total expenditures	<u>130,000</u>	<u>130,000</u>	<u>2,174</u>	<u>127,826</u>
REVENUES OVER (UNDER)				
EXPENDITURES	<u>-</u>	<u>-</u>	<u>-</u>	<u>(255,652)</u>
OTHER FINANCING SOURCES (USES):				
Transfers in	-	-	-	-
Transfers out	-	-	-	-
Total other financing sources and uses	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
REVENUES AND OTHER FINANCING SOURCES OVER (UNDER)				
EXPENDITURES AND OTHER FINANCING (USES)	<u>-</u>	<u>-</u>	<u>-</u>	<u>(255,652)</u>
FUND BALANCES (DEFICITS):				
Beginning of year	-	-	0	-
End of year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (255,652)</u>

City of Lakeport, California

Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget to Actual

Library Park Bathroom Rehabilitation

For the year ended June 30, 2023

	Budgeted Amounts			Variance with Final Budget Positive (Negative)
	Original	Final	Actual	
REVENUES:				
Intergovernmental revenue	\$ 150,000	\$ 150,000	\$ 135,249	\$ (14,751)
Total revenues	<u>150,000</u>	<u>150,000</u>	<u>135,249</u>	<u>(14,751)</u>
EXPENDITURES:				
Current:				
Economic development	150,000	150,000	159,508	(9,508)
Total expenditures	<u>150,000</u>	<u>150,000</u>	<u>159,508</u>	<u>(9,508)</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>-</u>	<u>-</u>	<u>(24,259)</u>	<u>(5,243)</u>
OTHER FINANCING SOURCES (USES):				
Transfers in	-	-	24,259	-
Transfers out	-	-	-	-
Total other financing sources and uses	<u>-</u>	<u>-</u>	<u>24,259</u>	<u>-</u>
REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING (USES)	<u>-</u>	<u>-</u>	<u>-</u>	<u>(5,243)</u>
FUND BALANCES (DEFICITS):				
Beginning of year	-	-	-	-
End of year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (5,243)</u>

City of Lakeport, California

Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget to Actual

Lake Area Planning Commission ATF

For the year ended June 30, 2023

	Budgeted Amounts			Variance with Final Budget Positive (Negative)
	Original	Final	Actual	
REVENUES:				
Intergovernmental revenue	\$ 230,000	230,000	\$ -	\$ (230,000)
Total revenues	<u>230,000</u>	<u>230,000</u>	<u>-</u>	<u>(230,000)</u>
EXPENDITURES:				
Current:				
Economic development	230,000	230,000	1,076	228,924
Total expenditures	<u>230,000</u>	<u>230,000</u>	<u>1,076</u>	<u>228,924</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>-</u>	<u>-</u>	<u>(1,076)</u>	<u>(458,924)</u>
OTHER FINANCING SOURCES (USES):				
Transfers in	-	-	-	-
Transfers out	-	-	-	-
Total other financing sources and uses	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING (USES)	<u>-</u>	<u>-</u>	<u>(1,076)</u>	<u>(458,924)</u>
FUND BALANCES (DEFICITS):				
Beginning of year	-	-	-	-
End of year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (1,076)</u>	<u>\$ (458,924)</u>

City of Lakeport, California

Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget to Actual

CDBG Grant 2018 DR Fund

For the year ended June 30, 2023

	Budgeted Amounts			Variance with Final Budget Positive (Negative)
	Original	Final	Actual	
REVENUES:				
Intergovernmental revenue	\$ 100,000	\$ 100,000	\$ 8,785	\$ (91,215)
Use of money and property	-	-	-	-
Total revenues	<u>100,000</u>	<u>100,000</u>	<u>8,785</u>	<u>(91,215)</u>
EXPENDITURES:				
Current:				
Economic development	100,000	100,000	8,785	91,215
Total expenditures	<u>100,000</u>	<u>100,000</u>	<u>8,785</u>	<u>91,215</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>-</u>	<u>-</u>	<u>-</u>	<u>(182,430)</u>
OTHER FINANCING SOURCES (USES):				
Transfers out	-	-	-	-
Total other financing sources and uses	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING (USES)	<u>-</u>	<u>-</u>	<u>-</u>	<u>(182,430)</u>
FUND BALANCES (DEFICITS):				
Beginning of year	-	-	-	-
End of year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (182,430)</u>

City of Lakeport, California

Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget to Actual

CDBG Grant 2021

For the year ended June 30, 2023

	Budgeted Amounts			Variance with
	Original	Final	Actual	Final Budget Positive (Negative)
REVENUES:				
Intergovernmental revenue	\$ 500,000	\$ 500,000	\$ 17,953	\$ (482,047)
Use of money and property	-	-	-	-
Total revenues	<u>500,000</u>	<u>500,000</u>	<u>17,953</u>	<u>(482,047)</u>
EXPENDITURES:				
Current:				
Economic development	415,000	415,000	17,953	397,047
Capital outlay	85,000	85,000	-	-
Total expenditures	<u>500,000</u>	<u>500,000</u>	<u>17,953</u>	<u>397,047</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>-</u>	<u>-</u>	<u>-</u>	<u>(879,094)</u>
OTHER FINANCING SOURCES (USES):				
Transfers out	-	-	-	-
Total other financing sources and uses	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING (USES)	<u>-</u>	<u>-</u>	<u>-</u>	<u>(879,094)</u>
FUND BALANCES (DEFICITS):				
Beginning of year	-	-	-	-
End of year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (879,094)</u>

City of Lakeport, California

Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget to Actual

CDBG Grant 2020

For the year ended June 30, 2023

	Budgeted Amounts			Variance with Final Budget Positive (Negative)
	Original	Final	Actual	
REVENUES:				
Intergovernmental revenue	\$ 250,000	\$ 250,000	\$ 26,717	\$ (223,283)
Total revenues	<u>250,000</u>	<u>250,000</u>	<u>26,717</u>	<u>(223,283)</u>
EXPENDITURES:				
Current:				
Roads and infrastructure:				
Public works	-	-	454	(454)
Economic development	250,000	250,000	-	250,000
Total expenditures	<u>250,000</u>	<u>250,000</u>	<u>454</u>	<u>249,546</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>-</u>	<u>-</u>	<u>26,263</u>	<u>(472,829)</u>
OTHER FINANCING SOURCES (USES):				
Transfers out	-	-	-	-
Total other financing sources and uses	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING (USES)	<u>-</u>	<u>-</u>	<u>26,263</u>	<u>(472,829)</u>
FUND BALANCES (DEFICITS):				
Beginning of year	-	-	-	-
End of year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 26,263</u>	<u>\$ (472,829)</u>

City of Lakeport, California

Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget to Actual

CDBG Grant 2018

For the year ended June 30, 2023

	Budgeted Amounts			Variance with
	Original	Final	Actual	Final Budget
				Positive (Negative)
REVENUES:				
Intergovernmental revenue	\$ -	\$ -	\$ 15,476	\$ 15,476
Use of money and property	-	-	-	-
Total revenues	-	-	15,476	15,476
EXPENDITURES:				
Current:				
Roads and infrastructure:				
Public works	-	-	7,650	(7,650)
Total expenditures	-	-	7,650	(7,650)
REVENUES OVER (UNDER)				
EXPENDITURES	-	-	7,826	-
OTHER FINANCING SOURCES (USES):				
Transfers out	-	-	-	-
Total other financing				
sources and uses	-	-	-	-
REVENUES AND OTHER FINANCING				
SOURCES OVER (UNDER)				
EXPENDITURES AND OTHER				
FINANCING (USES)	-	-	7,826	-
FUND BALANCES (DEFICITS):				
Beginning of year	5,956	5,956	5,956	-
End of year	\$ 5,956	\$ 5,956	\$ 13,782	\$ -

City of Lakeport, California

Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget to Actual

CDBG Grant 2017

For the year ended June 30, 2023

	Budgeted Amounts			Variance with
	Original	Final	Actual	Final Budget
				Positive (Negative)
REVENUES:				
Intergovernmental revenue	\$ -	\$ -	\$ (3,406)	\$ (3,406)
Use of money and property	-	-	-	-
Total revenues	-	-	(3,406)	(3,406)
EXPENDITURES:				
Current:				
Economic development	-	-	8,329	(8,329)
Total expenditures	-	-	8,329	(8,329)
REVENUES OVER (UNDER)				
EXPENDITURES	-	-	(11,735)	4,923
OTHER FINANCING SOURCES (USES):				
Transfers out	-	-	-	-
Total other financing				
sources and uses	-	-	-	-
REVENUES AND OTHER FINANCING				
SOURCES OVER (UNDER)				
EXPENDITURES AND OTHER				
FINANCING (USES)	-	-	(11,735)	4,923
FUND BALANCES (DEFICITS):				
Beginning of year	(65,812)	(65,812)	(65,812)	-
End of year	\$ (65,812)	\$ (65,812)	\$ (77,547)	\$ 4,923

City of Lakeport, California

Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget to Actual

CDBG Grant 2022

For the year ended June 30, 2023

	Budgeted Amounts			Variance with
	Original	Final	Actual	Final Budget
				Positive (Negative)
REVENUES:				
Intergovernmental revenue	\$ -	\$ -	\$ 4,500	\$ 4,500
Use of money and property	-	-	-	-
Total revenues	-	-	4,500	4,500
EXPENDITURES:				
Current:				
Housing and support programs	-	-	4,500	(4,500)
Total expenditures	-	-	4,500	(4,500)
REVENUES OVER (UNDER)				
EXPENDITURES	-	-	-	9,000
OTHER FINANCING SOURCES (USES):				
Transfers out	-	-	-	-
Total other financing				
sources and uses	-	-	-	-
REVENUES AND OTHER FINANCING				
SOURCES OVER (UNDER)				
EXPENDITURES AND OTHER				
FINANCING (USES)	-	-	-	9,000
FUND BALANCES (DEFICITS):				
Beginning of year	-	-	-	-
End of year	\$ -	\$ -	\$ -	\$ 9,000

City of Lakeport, California

Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget to Actual

Tenth Street Drainage Fund

For the year ended June 30, 2023

	Budgeted Amounts			Variance with
	Original	Final	Actual	Final Budget Positive (Negative)
REVENUES:				
Taxes:				
Sales	\$ -	\$ -	\$ -	\$ -
Use of money and property	-	-	-	-
Total revenues	-	-	-	-
EXPENDITURES:				
Current:				
Roads and infrastructure:				
Public works	-	-	-	-
Total expenditures	-	-	-	-
REVENUES OVER (UNDER)				
EXPENDITURES	-	-	-	-
OTHER FINANCING SOURCES (USES):				
Transfers out	-	-	-	-
Total other financing sources and uses	-	-	-	-
REVENUES AND OTHER FINANCING SOURCES OVER (UNDER)				
EXPENDITURES AND OTHER FINANCING (USES)	-	-	-	-
FUND BALANCES (DEFICITS):				
Beginning of year	87,087	87,087	87,087	-
End of year	\$ 87,087	\$ 87,087	\$ 87,087	\$ -

City of Lakeport, California

Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget to Actual

Lakeport Blvd Improvement Fund

For the year ended June 30, 2023

	Budgeted Amounts			Variance with
	Original	Final	Actual	Final Budget
				Positive (Negative)
REVENUES:				
Intergovernmental revenue	\$ -	\$ -	\$ -	\$ -
Use of money and property	-	-	-	-
Total revenues	-	-	-	-
EXPENDITURES:				
Current:				
Roads and infrastructure:				
Public works	-	-	69,582	(69,582)
Total expenditures	-	-	69,582	(69,582)
REVENUES OVER (UNDER)				
EXPENDITURES	-	-	(69,582)	69,582
OTHER FINANCING SOURCES (USES):				
Transfers out	-	-	-	-
Total other financing				
sources and uses	-	-	-	-
REVENUES AND OTHER FINANCING				
SOURCES OVER (UNDER)				
EXPENDITURES AND OTHER				
FINANCING (USES)	-	-	(69,582)	69,582
FUND BALANCES (DEFICITS):				
Beginning of year	119,406	119,406	119,406	-
End of year	\$ 119,406	\$ 119,406	\$ 49,824	\$ 69,582

City of Lakeport, California

Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget to Actual

South Main Street Improvement Fund

For the year ended June 30, 2023

	Budgeted Amounts			Variance with
	Original	Final	Actual	Final Budget
				Positive (Negative)
REVENUES:				
Intergovernmental revenue	\$ -	\$ -	\$ -	\$ -
Use of money and property	-	-	-	-
Total revenues	-	-	-	-
EXPENDITURES:				
Current:				
Roads and infrastructure:				
Public works	-	-	-	-
Capital outlay	-	-	-	-
Total expenditures	-	-	-	-
REVENUES OVER (UNDER)				
EXPENDITURES	-	-	-	-
OTHER FINANCING SOURCES (USES):				
Transfers out	-	-	-	-
Total other financing				
sources and uses	-	-	-	-
REVENUES AND OTHER FINANCING				
SOURCES OVER (UNDER)				
EXPENDITURES AND OTHER				
FINANCING (USES)	-	-	-	-
FUND BALANCES (DEFICITS):				
Beginning of year	32,031	32,031	32,031	-
End of year	\$ 32,031	\$ 32,031	\$ 32,031	\$ -

City of Lakeport, California

Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget to Actual

Parkside Traffic Mitigation Fund

For the year ended June 30, 2023

	Budgeted Amounts			Variance with
	Original	Final	Actual	Final Budget
				Positive (Negative)
REVENUES:				
Taxes:				
Sales	\$ -	\$ -	\$ -	\$ -
Use of money and property	-	-	-	-
Total revenues	-	-	-	-
EXPENDITURES:				
Current:				
Roads and infrastructure:				
Public works	-	-	-	-
Total expenditures	-	-	-	-
REVENUES OVER (UNDER)				
EXPENDITURES	-	-	-	-
OTHER FINANCING SOURCES (USES):				
Transfers out	-	-	-	-
Total other financing				
sources and uses	-	-	-	-
REVENUES AND OTHER FINANCING				
SOURCES OVER (UNDER)				
EXPENDITURES AND OTHER				
FINANCING (USES)	-	-	-	-
FUND BALANCES (DEFICITS):				
Beginning of year	-	-	17,635	17,635
End of year	\$ -	\$ -	\$ 17,635	\$ 17,635

City of Lakeport, California

Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget to Actual

Parallel/Bevins Storm Maintenance Fund

For the year ended June 30, 2023

	Budgeted Amounts			Variance with
	Original	Final	Actual	Final Budget
				Positive (Negative)
REVENUES:				
Taxes:				
Sales	\$ -	\$ -	\$ -	\$ -
Use of money and property	-	-	-	-
Total revenues	-	-	-	-
EXPENDITURES:				
Current:				
Roads and infrastructure:				
Public works	-	-	-	-
Total expenditures	-	-	-	-
REVENUES OVER (UNDER)				
EXPENDITURES	-	-	-	-
OTHER FINANCING SOURCES (USES):				
Transfers out	-	-	-	-
Total other financing				
sources and uses	-	-	-	-
REVENUES AND OTHER FINANCING				
SOURCES OVER (UNDER)				
EXPENDITURES AND OTHER				
FINANCING (USES)	-	-	-	-
FUND BALANCES (DEFICITS):				
Beginning of year	20,387	20,387	20,387	-
End of year	\$ 20,387	\$ 20,387	\$ 20,387	\$ -

City of Lakeport, California

Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget to Actual

ER Storm Damage Repair Fund

For the year ended June 30, 2023

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
REVENUES:				
Intergovernmental revenue	\$ 140,000	\$ 140,000	\$ 69,231	\$ (70,769)
Use of money and property	-	-	-	-
Total revenues	<u>140,000</u>	<u>140,000</u>	<u>69,231</u>	<u>(70,769)</u>
EXPENDITURES:				
Current:				
Roads and infrastructure:				
Public works	140,000	140,000	69,231	70,769
Total expenditures	<u>140,000</u>	<u>140,000</u>	<u>69,231</u>	<u>70,769</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>-</u>	<u>-</u>	<u>-</u>	<u>(141,538)</u>
OTHER FINANCING SOURCES (USES):				
Transfers in	-	-	-	-
Total other financing sources and uses	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING (USES)	<u>-</u>	<u>-</u>	<u>-</u>	<u>(141,538)</u>
FUND BALANCES (DEFICITS):				
Beginning of year	-	-	-	-
End of year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (141,538)</u>

City of Lakeport, California

Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget to Actual

Storm Drainage Fund

For the year ended June 30, 2023

	Budgeted Amounts			Variance with Final Budget
	Original	Final	Actual	Positive (Negative)
REVENUES:				
Use of money and property	\$ 1,000	\$ 1,000	\$ 339	\$ (661)
Total revenues	<u>1,000</u>	<u>1,000</u>	<u>339</u>	<u>(661)</u>
EXPENDITURES:				
Current:				
Roads and infrastructure:				
Public works	10,000	10,000	-	10,000
Capital outlay	120,000	120,000	28,709	91,291
Total expenditures	<u>130,000</u>	<u>130,000</u>	<u>28,709</u>	<u>101,291</u>
REVENUES OVER (UNDER)				
EXPENDITURES	<u>(129,000)</u>	<u>(129,000)</u>	<u>(28,370)</u>	<u>(101,952)</u>
OTHER FINANCING SOURCES (USES):				
Transfers out	-	-	-	-
Total other financing sources and uses	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
REVENUES AND OTHER FINANCING SOURCES OVER (UNDER)				
EXPENDITURES AND OTHER FINANCING (USES)	<u>(129,000)</u>	<u>(129,000)</u>	<u>(28,370)</u>	<u>(101,952)</u>
FUND BALANCES (DEFICITS):				
Beginning of year	137,302	137,302	137,302	-
End of year	<u>\$ 8,302</u>	<u>\$ 8,302</u>	<u>\$ 108,932</u>	<u>\$ (101,952)</u>

City of Lakeport, California

Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget to Actual

City Wide Sign Improvement - HSIP

For the year ended June 30, 2023

	Budgeted Amounts			Variance with Final Budget
	Original	Final	Actual	Positive (Negative)
REVENUES:				
Intergovernmental revenue	\$ 260,000	\$ 260,000	\$ 1,832	\$ -
Use of money and property	-	-	-	-
Total revenues	<u>260,000</u>	<u>260,000</u>	<u>1,832</u>	<u>-</u>
EXPENDITURES:				
Current:				
Roads and infrastructure:				
Public works	260,000	260,000	1,832	258,168
Total expenditures	<u>260,000</u>	<u>260,000</u>	<u>1,832</u>	<u>258,168</u>
REVENUES OVER (UNDER)				
EXPENDITURES	<u>-</u>	<u>-</u>	<u>-</u>	<u>(258,168)</u>
OTHER FINANCING SOURCES (USES):				
Transfers out	-	-	-	-
Total other financing sources and uses	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
REVENUES AND OTHER FINANCING SOURCES OVER (UNDER)				
EXPENDITURES AND OTHER FINANCING (USES)	<u>-</u>	<u>-</u>	<u>-</u>	<u>(258,168)</u>
FUND BALANCES (DEFICITS):				
Beginning of year	-	-	-	-
End of year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (258,168)</u>

City of Lakeport, California

Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget to Actual

CDBG Grant Program Income Fund

For the year ended June 30, 2023

	Budgeted Amounts			Variance with Final Budget Positive (Negative)
	Original	Final	Actual	
REVENUES:				
Use of money and property	\$ -	\$ -	\$ 9,248	\$ 9,248
Total revenues	-	-	13,963	-
EXPENDITURES:				
Economic development	25,000	25,000	-	25,000
Capital outlay	-	-	-	-
Total expenditures	25,000	25,000	-	25,000
REVENUES OVER (UNDER) EXPENDITURES	(25,000)	(25,000)	13,963	(25,000)
OTHER FINANCING SOURCES (USES):				
Transfer in	-	-	-	-
Transfers out	-	-	-	-
Total other financing sources and uses	-	-	-	-
REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING (USES)	(25,000)	(25,000)	13,963	(25,000)
FUND BALANCES (DEFICITS):				
Beginning of year	1,037,901	1,037,901	1,037,901	-
End of year	\$ 1,012,901	\$ 1,012,901	\$ 1,051,864	\$ (25,000)

City of Lakeport, California

Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget to Actual

ARPA Fund

For the year ended June 30, 2023

	Budgeted Amounts			Variance with Final Budget Positive (Negative)
	Original	Final	Actual	
REVENUES:				
Intergovernmental revenue	\$ -	\$ -	\$ 598,771	598,771
Total revenues	-	-	598,771	-
EXPENDITURES:				
Capital outlay	1,700,000	1,700,000	-	1,700,000
Total expenditures	1,700,000	1,700,000	-	1,700,000
REVENUES OVER (UNDER) EXPENDITURES	(1,700,000)	(1,700,000)	598,771	(1,700,000)
OTHER FINANCING SOURCES (USES):				
Transfer in	500,000	500,000	-	-
Transfers out	-	-	-	-
Total other financing sources and uses	-	-	-	-
REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING (USES)	(1,700,000)	(1,700,000)	598,771	(1,700,000)
FUND BALANCES (DEFICITS):				
Beginning of year	598,771	598,771	598,771	-
End of year	\$ (1,101,229)	\$ (1,101,229)	\$ 1,197,542	\$ (1,700,000)

STATISTICAL SECTION

This part of the City of Lakeport's comprehensive annual financial report presents detailed information as a context for understanding what the information in the financial statements, footnotes, and required supplementary information says about the City's overall financial health.

Schedules	Content	Page(s)
Financial Trends	These schedules contain trend information to help the reader understand how the City's financial performance and well-being have changed over time.	136-145
Revenue Capacity	These schedules contain information to help the reader assess the City's ability to generate revenues. Property taxes, sales and use taxes, charges for services, licenses, permits and fees, and intergovernmental revenue are the City's most significant revenue sources.	146-151
Debt Capacity	These schedules contain information to help the reader assess the affordability of the City's current levels of outstanding debt and the City's ability to issue additional debt in the future.	152-157
Demographic and Economic Information	These schedules offer demographic and economic indicators to help the reader understand the environment within which the City's financial activities take place.	158-159
Operating Information	These schedules contain service and infrastructure data to help the reader understand how the information in the City's financial report relates to the services the City provides and the activities it performs.	160-163

Sources: Unless otherwise noted, the information in these schedules is derived from the comprehensive annual financial report for the relevant year. Information was available beginning with the year ended June 30, 2004, for the financial trend schedules.

City of Lakeport, California

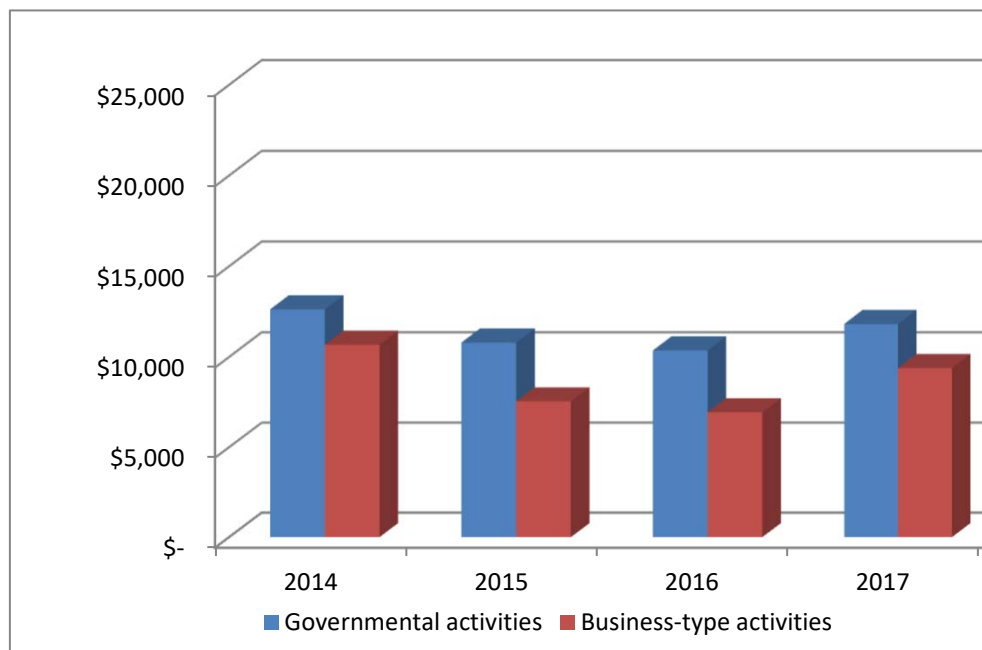
Net Position by Component

Fiscal year ended June 30 (last ten fiscal years)

(Accrual basis of accounting)

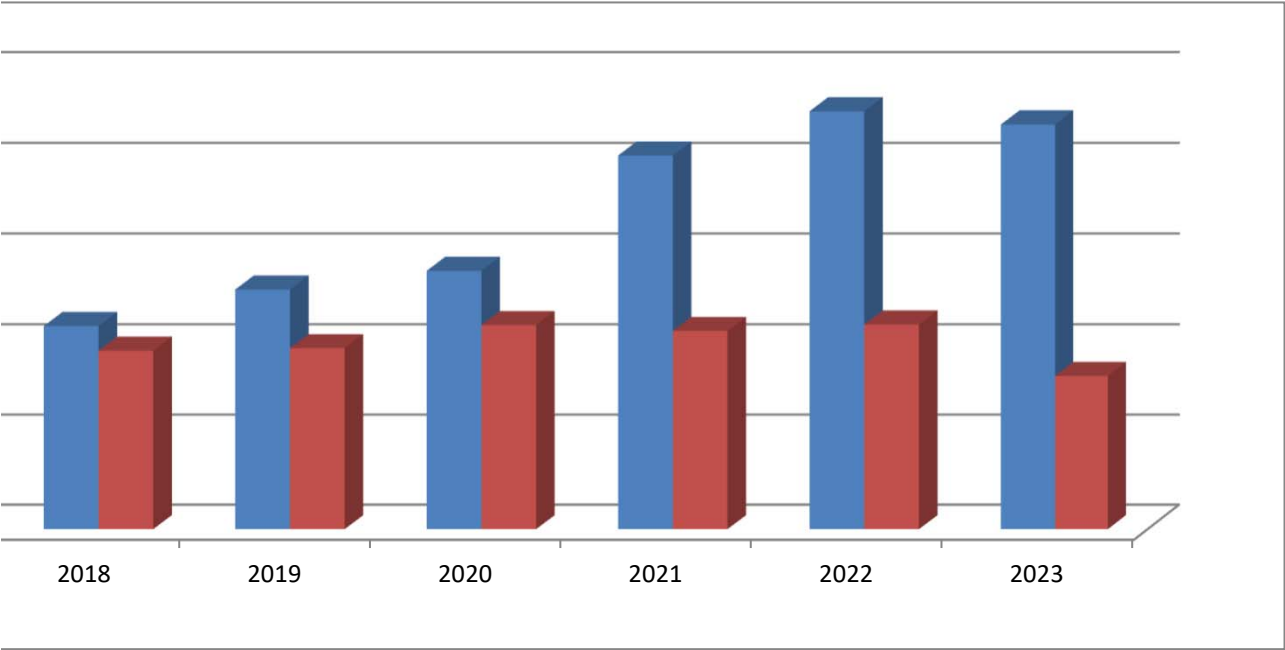
(In thousands)

	2014	2015	2016
Governmental activities			
Net investment in capital assets	\$ 6,060	\$ 9,444	\$ 9,627
Restricted	3,796	4,180	1,537
Unrestricted	2,769	(2,823)	(801)
Total governmental activities net position	\$ 12,625	\$ 10,801	\$ 10,363
Business-type activities			
Net investment in capital assets	\$ 6,726	\$ 7,485	\$ 8,844
Restricted	3,253	3,827	580
Unrestricted	692	(3,760)	(2,483)
Total business-type activities net position	\$ 10,671	\$ 7,552	\$ 6,941
Primary government			
Net investment in capital assets	\$ 12,786	\$ 16,929	\$ 18,471
Restricted	7,049	8,007	2,117
Unrestricted	3,461	(6,583)	(3,284)
Total primary government net position	\$ 23,296	\$ 18,353	\$ 17,304



Source: City Finance Department

2017	2018	2019	2020	2021	2022	2023
\$ 12,024	\$ 12,297	\$ 13,385	\$ 12,382	\$ 14,644	\$ 15,478	\$ 18,803
1,034	845	1,041	1,180	4,069	2,956	3,115
(1,238)	(1,877)	(1,147)	749	1,951	4,669	460
<u>\$ 11,820</u>	<u>\$ 11,265</u>	<u>\$ 13,279</u>	<u>\$ 14,311</u>	<u>\$ 20,664</u>	<u>\$ 23,103</u>	<u>\$ 22,377</u>
\$ 10,503	\$ 9,186	\$ 7,150	\$ 8,648	\$ 8,109	\$ 1,546	\$ 1,341
500	785	785	813	688	688	688
(1,615)	(64)	2,109	1,856	2,197	9,115	6,484
<u>\$ 9,388</u>	<u>\$ 9,907</u>	<u>\$ 10,044</u>	<u>\$ 11,317</u>	<u>\$ 10,994</u>	<u>\$ 11,349</u>	<u>\$ 8,513</u>
\$ 22,527	\$ 21,483	\$ 20,535	\$ 21,030	\$ 22,753	\$ 17,024	\$ 20,144
1,534	1,630	1,826	1,993	4,757	3,644	3,803
(2,853)	(1,941)	962	5,605	4,148	13,784	6,944
<u>\$ 21,208</u>	<u>\$ 21,172</u>	<u>\$ 23,323</u>	<u>\$ 28,628</u>	<u>\$ 31,658</u>	<u>\$ 34,452</u>	<u>\$ 30,891</u>



City of Lakeport, California

Changes in Net Position

Fiscal year ended June 30 (last ten fiscal years)

(Accrual basis of accounting)

(In thousands)

	2014	2015	2016
Expenses:			
Governmental activities:			
General government	\$ 830	\$ 775	\$ 962
Community development	242	307	451
Roads and infrastructure	1,226	1,418	893
Sanitation	452	438	-
Housing and support programs	134	83	108
Redevelopment/economic development	82	39	237
Public safety	1,664	1,713	1,959
Parks and recreation	327	534	437
Interest on long term debt	4	-	42
Total governmental activities expenses	4,961	5,307	5,089
Business-type activities:			
Water utility	1,759	1,808	2,523
Sewer utility	2,481	2,536	3,342
Total business-type activities expenses	4,240	4,344	5,865
Total primary government expenses	9,201	9,651	10,954
Program revenues:			
Governmental activities:			
Charges for services:			
General government	4	22	-
Community development	22	22	30
Roads and infrastructure	-	-	-
Sanitation	467	469	-
Public safety	7	4	46
Parks and recreation	-	-	5
Operating grants and contributions	-	686	463
Capital grants and contributions	-	2,687	1,994
Total governmental activities program revenues	500	3,890	2,538
Business-type activities:			
Charges for services:			
Water utility	1,691	1,826	2,062
Sewer utility	2,480	2,787	2,812
Capital grants and contributions	-	-	-
Total business-type activities program revenues	4,171	4,613	4,874
Total primary government program revenues	4,671	8,503	7,412
Net (Expense)/Revenue:			
Governmental activities	(4,461)	(1,417)	(2,551)
Business-type activities	(69)	269	(991)
Total primary government net expense	(4,530)	(1,148)	(3,542)

2017	2018	2019	2020	2021	2022	2023
\$ 969	\$ 873	\$ 1,217	\$ 2,507	\$ 2,064	\$ 1,425	\$ 2,565
410	314	319	510	469	487	1,053
906	1,375	1,222	1,337	749	3,257	2,444
-	-	-	-	-	-	-
21	501	2,751	1,533	14	186	142
137	113	97	165	356	318	279
1,986	1,917	2,043	2,180	2,253	2,559	4,283
433	404	704	332	347	375	739
78	93	143	120	117	216	174
4,940	5,590	8,496	8,684	6,369	8,824	11,679
1,247	1,793	2,261	2,432	2,372	2,299	4,185
2,737	2,240	3,142	3,348	3,794	3,261	5,230
3,984	4,033	5,403	5,780	6,166	5,560	9,414
8,924	9,623	13,899	14,464	12,535	14,384	21,094
-	-	-	-	-	-	-
-	49	50	52	53	58	60
87	76	28	54	91	48	38
-	-	-	-	-	-	-
2	1	2	7	12	6	12
-	-	-	-	-	-	-
321	285	3,452	3,293	1,115	1,458	870
599	784	531	685	610	1,506	3,640
1,009	1,195	4,063	4,091	1,881	3,076	4,620
2,190	2,379	2,302	2,690	2,494	2,457	2,869
2,696	3,009	2,823	3,885	2,988	3,129	3,167
1,097	-	-	-	-	-	-
5,983	5,388	5,125	6,575	5,482	5,587	6,037
6,992	6,583	9,188	10,666	7,363	8,662	10,657
(3,931)	(4,395)	(4,433)	(4,591)	(4,487)	(5,748)	(7,059)
1,999	1,355	(278)	794	(684)	27	(3,377)
(1,932)	(3,040)	(4,711)	(3,797)	(5,171)	(5,722)	(10,436)

(continued)

City of Lakeport, California
Changes in Net Position, Continued
Fiscal year ended June 30 (last ten fiscal years)
(Accrual basis of accounting)
(In thousands)

	2014	2015	2016
General Revenues and Other Changes in Net Position:			
Governmental activities:			
Sales tax	2,371	2,039	2,091
Property taxes	860	852	873
Transient occupancy taxes	95	58	200
Other taxes	70	92	412
Franchise fees	277	200	-
Fines, forfeitures, and penalties	39	41	-
Use of money and property	205	299	148
Other revenues	97	260	397
Sale of land held for resale	-	-	-
Transfers in (out)	(2,418)	-	(33)
Extraordinary gain	-	-	-
Special items	-	-	(1,974)
Total governmental activities	1,596	3,841	2,114
Business-type activities:			
Property taxes	-	-	310
Use of money and property	38	41	37
Other revenues	-	-	-
Transfers in (out)	-	-	33
Total business-type activities	38	41	380
Total primary government	1,634	3,882	2,494
Changes in Net Position:			
Governmental activities	(2,865)	2,424	(437)
Business-type activities	(31)	310	(611)
Total primary government	\$ (2,896)	\$ 2,734	\$ (1,048)

Note: The City implemented Governmental Accounting Standards Board Statement No. 68 and No. 71 (GASB 54 and GASB 71) for fiscal year ended June 30, 2015. The implementation resulted in a prior period adjustment of \$6,305,808 for Governmental activities and \$690,158 for Business-type activities.

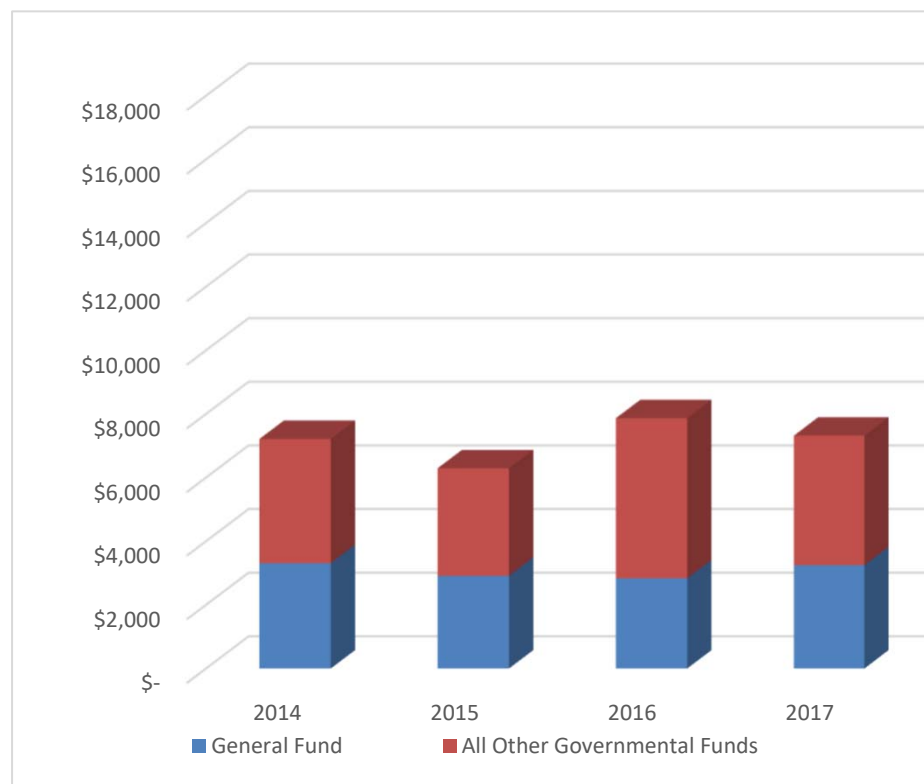
Source: City Finance Department

2017	2018	2019	2020	2021	2022	2023
2,520	3,384	3,751	3,567	4,225	4,235	3,983
918	932	870	1,106	1,155	1,111	1,188
228	62	198	162	215	239	211
400	653	520	586	562	551	535
-	-	-	-	-	-	-
19	23	27	-	-	-	-
146	54	147	162	107	64	163
146	1,807	935	41	75	1,988	254
-	-	-	-	-	-	-
193	-	-	-	-	-	-
-	-	-	-	-	-	-
820	-	-	-	-	-	-
5,390	6,915	6,448	5,624	6,339	8,187	6,334
415	317	290	342	310	319	344
50	49	125	137	50	9	83
-	-	-	-	-	-	-
(15)	-	-	-	-	-	-
450	366	415	479	360	329	428
5,840	7,281	6,863	6,103	6,699	8,516	6,762
1,458	2,519	2,015	1,033	1,853	2,439	(725)
2,448	1,721	137	1,273	(323)	355	(2,950)
\$ 3,906	\$ 4,240	\$ 2,152	\$ 2,306	\$ 1,529	\$ 2,794	\$ (3,675)

(concluded)

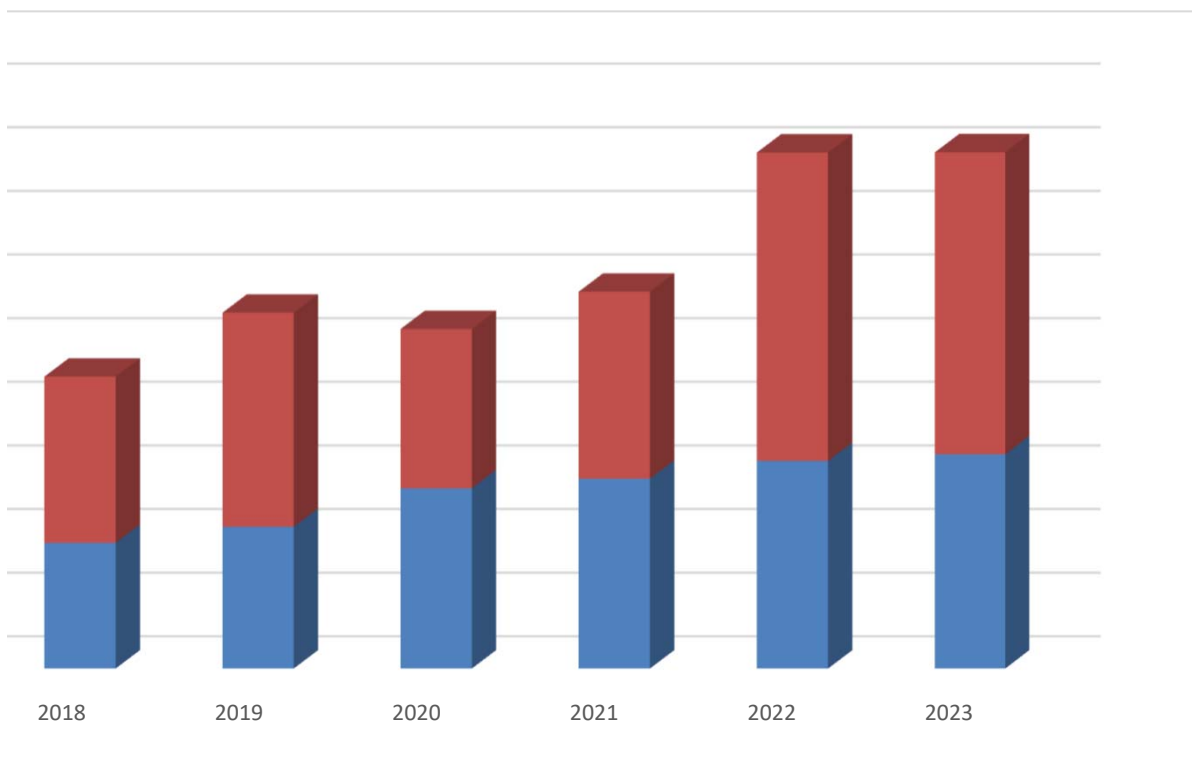
City of Lakeport, California
Fund Balances of Governmental Funds
Fiscal year ended June 30 (last ten fiscal years)
(Modified accrual basis of accounting)
(In thousands)

	2014	2015	2016
General Fund			
Nonspendable	\$ 1,087	\$ 374	\$ 329
Restricted	23	14	21
Committed	182	362	421
Assigned	2,021	2,165	2,062
Unassigned	-	-	-
Total general fund	<u>\$ 3,313</u>	<u>\$ 2,915</u>	<u>\$ 2,833</u>
All Other Governmental Funds			
Nonspendable	\$ 516	\$ -	\$ 3,012
Restricted	3,773	4,165	1,516
Committed	-	-	-
Assigned	-	427	777
Unassigned	(387)	(1,212)	(271)
Total all other governmental funds	<u>3,902</u>	<u>3,380</u>	<u>5,034</u>
Total all governmental funds	<u>\$ 7,215</u>	<u>\$ 6,295</u>	<u>\$ 7,867</u>



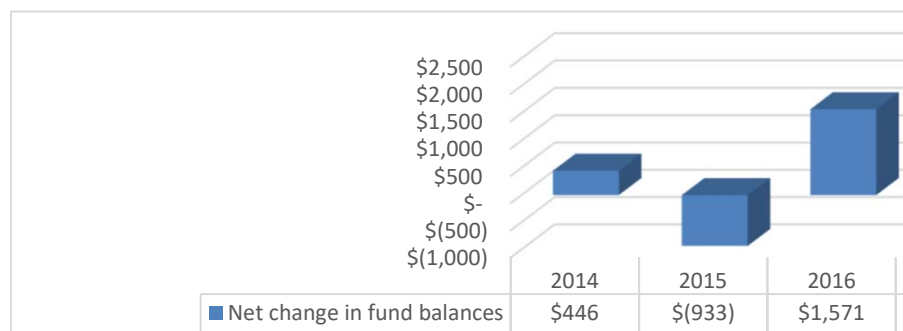
Source: City Finance Department

2017	2018	2019	2020	2021	2022	2023
\$ 294	\$ 289	\$ 289	\$ 289	\$ 289	\$ 289	\$ 289
21	10	10	10	57	24	24
421	-	-	-	2,706	3,957	4,654
2,172	3,310	3,310	3,310	2,000	2,000	1,500
337	341	843	2,055	914	253	265
<u>\$ 3,245</u>	<u>\$ 3,951</u>	<u>\$ 4,453</u>	<u>\$ 5,665</u>	<u>\$ 5,967</u>	<u>\$ 6,524</u>	<u>\$ 6,733</u>
\$ 2,992	\$ 2,623	\$ 2,480	\$ 2,662	\$ -	\$ 5,455	\$ 5,407
1,013	834	1,030	1,170	4,012	2,932	3,090
-	-	-	-	805	739	-
351	2,038	3,479	1,399	1,234	807	1,396
(281)	(273)	(259)	(224)	(175)	(241)	(401)
<u>4,075</u>	<u>5,223</u>	<u>6,730</u>	<u>5,007</u>	<u>5,876</u>	<u>9,692</u>	<u>9,492</u>
<u>\$ 7,320</u>	<u>\$ 9,175</u>	<u>\$ 9,175</u>	<u>\$ 10,671</u>	<u>\$ 11,842</u>	<u>\$ 16,216</u>	<u>\$ 16,224</u>



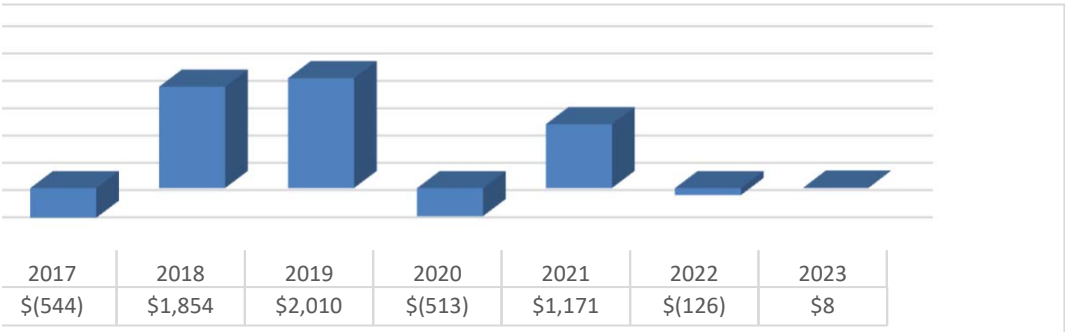
City of Lakeport, California
Changes in Fund Balances of Governmental Funds
Fiscal year ended June 30 (last ten fiscal years)
(Modified accrual basis of accounting)
(In thousands)

	2014	2015	2016
Revenues			
Taxes	\$ 3,397	\$ 3,045	\$ 3,244
Licenses, permits, and franchises	277	283	315
Fines and forfeitures	39	41	18
Use of money and property	205	299	463
Intergovernmental revenue	579	686	148
Charges for services	500	517	80
Other revenues	97	174	2,391
Total revenues	5,094	5,045	6,659
Expenditures			
Current			
General government	710	856	796
Community development	244	311	401
Roads and infrastructure	948	1,096	737
Sanitation	452	438	-
Housing and support programs	136	83	96
Redevelopment/economic development	84	39	211
Public safety	1,666	1,721	1,784
Parks, buildings, and ground	329	536	365
Capital outlay	8	931	531
Debt service			
Cost of issuance	-	-	-
Principal retirement	67	-	92
Interest	4	-	42
Total expenditures	4,648	6,011	5,055
Reconciliation of Governmental Revenues			
Less Expenditures to Fund Equity			
Revenues over (under) expenditures	446	(966)	1,604
Other financing sources (uses):			
Proceeds from sale of capital assets	-	-	-
Proceeds from issuance of debt	-	-	1,974
Payments to CalPERS	-	-	(1,974)
Payments to refunded Bond escrow agent	-	-	-
Loss on note receivable	-	-	-
Housing loans	-	-	-
Extraordinary gain (loss)	-	-	-
Transfers in	39	49	65
Transfers out	(39)	(16)	(98)
Total other financing sources (uses)	-	33	(33)
Net change in fund balances	\$ 446	\$ (933)	\$ 1,571
Debt service as a percentage of noncapital expenditures	1.7%	0.0%	3.3%



Source: City Finance Department

2017	2018	2019	2020	2021	2022	2023
\$ 3,739	\$ 4,463	\$ 4,900	\$ 4,912	\$ 5,596	\$ 5,585	\$ 5,382
327	567	439	509	562	551	535
19	23	27	7	12	6	12
921	1,069	3,983	3,979	1,725	2,964	4,510
146	54	147	162	107	64	163
88	126	79	107	145	106	97
146	1,807	935	41	75	174	202
5,386	8,109	10,510	9,716	8,221	9,449	10,903
671	901	903	1,160	1,379	1,121	1,186
410	314	319	510	469	487	681
1,066	1,641	1,678	1,256	615	3,118	1,436
-	-	-	-	-	-	-
21	156	2,751	1,533	14	56	125
137	113	97	165	356	318	279
1,920	1,844	1,946	2,071	2,138	2,438	2,302
355	323	621	250	263	293	529
2,388	354	1,027	3,030	1,555	1,432	3,889
-	-	-	-	-	-	-
175	171	148	135	146	45	280
78	93	143	119	116	215	171
7,221	5,910	9,633	10,229	7,050	9,524	10,878
(1,835)	2,199	876	(513)	1,171	(75)	25
3	-	-	-	-	-	-
1,095	-	1,134	-	-	4,716	-
-	-	-	-	-	(3,453)	-
-	-	-	-	-	(1,184)	-
-	-	-	-	-	(130)	(17)
-	(345)	-	-	-	-	-
-	-	-	-	-	-	-
760	2,765	129	561	1,032	102	74
(567)	(2,765)	(129)	(561)	(1,032)	(102)	(74)
1,291	(345)	1,134	-	-	(51)	(17)
\$ (544)	\$ 1,854	\$ 2,010	\$ (513)	\$ 1,171	\$ (126)	\$ 8
6.0%	5.1%	3.3%	2.7%	4.8%	3.3%	4.8%



City of Lakeport, California

Assessed Value and Actual Value of Taxable Property

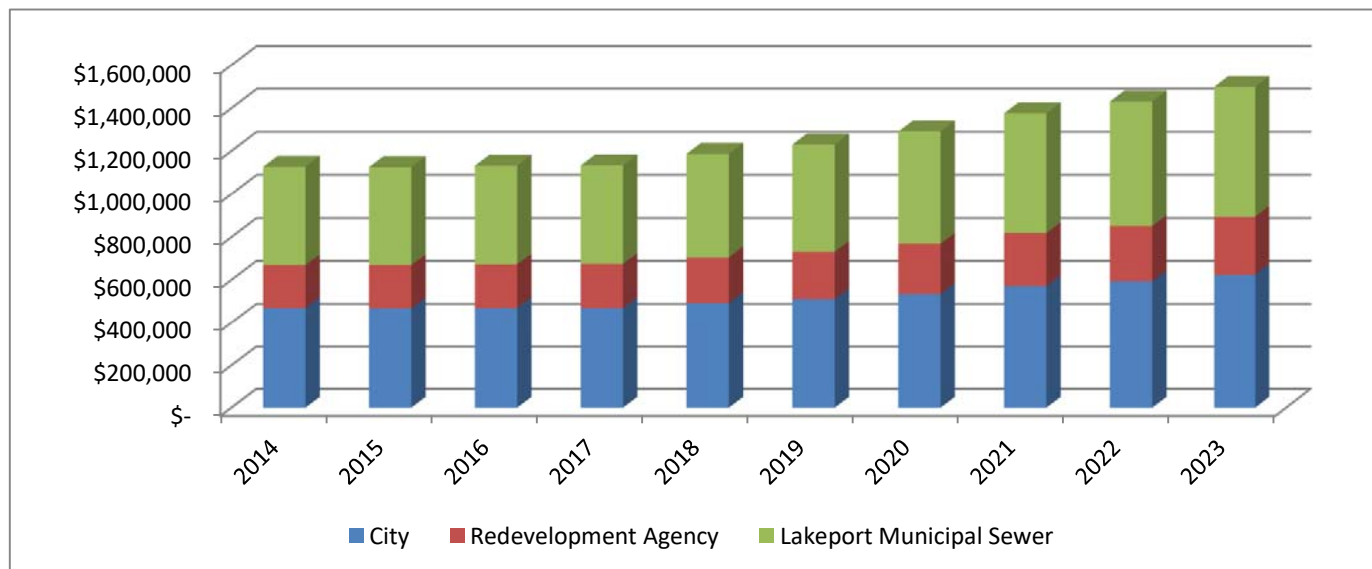
Fiscal year ended June 30 (last ten fiscal years)

(In thousands)

Year Ended	City			Redevelopment Agency			Lakeport Municipal Sewer			Total Direct Tax Rate
	Secured Property	Unsecured Property	Taxable Assessed Value	Secured Property	Unsecured Property	Taxable Assessed Value	Secured Property	Unsecured Property	Taxable Assessed Value	
2014	\$ 447,317	\$ 21,936	\$ 469,253	\$ 188,055	\$ 11,643	\$ 199,698	\$ 436,127	\$ 21,865	\$ 457,992	1.000
2015	445,221	22,547	467,768	188,819	12,405	201,224	433,872	22,459	456,331	1.000
2016	449,070	21,098	470,168	190,570	12,008	202,578	437,842	21,020	458,862	1.000
2017	448,318	21,389	469,707	192,454	12,276	204,730	437,231	21,317	458,548	1.000
2018	469,113	23,294	492,407	200,752	12,578	213,330	457,774	23,222	480,996	1.000
2019	486,304	23,876	510,180	208,062	13,157	221,219	474,826	23,807	498,633	1.000
2020	510,692	24,274	534,966	220,476	13,728	234,204	498,296	24,207	522,503	1.000
2021	542,946	27,711	570,657	233,891	14,021	247,912	529,862	27,648	557,510	1.000
2022	565,488	27,818	593,306	243,184	15,038	258,222	551,716	27,764	579,480	1.000
2023	594,216	29,730	623,946	254,601	15,526	270,127	579,755	29,649	604,404	1.000

Note: In 1978, the voters of the State of California passed Proposition 13 which limited property taxes to a total maximum rate of 1% based upon the assessed value of the property being taxed. Each year, the assessed value may be increased by an "inflation factor" (limited to a maximum of 2%). With few exceptions, property is only reassessed at the time that it is sold to a new owner. At that point, the new assessed value is reassessed at the purchase price of the property sold. The assessed valuation data shown above represents the only data currently available with respect to the actual market value of taxable property and is subject to the limitations described above.

Note: As of February 1, 2011, the Lakeport Redevelopment Agency was dissolved by the State of California. Property taxes formerly allocated to the Agency are now done so to satisfy existing debt obligations administered by its successor, the City of Lakeport.



Source: Lake County Auditor-Controller

City of Lakeport, California

Direct and Overlapping Tax Rates

Fiscal year ended June 30 (last ten fiscal years)

(Rate per \$1,000 of assessed value)

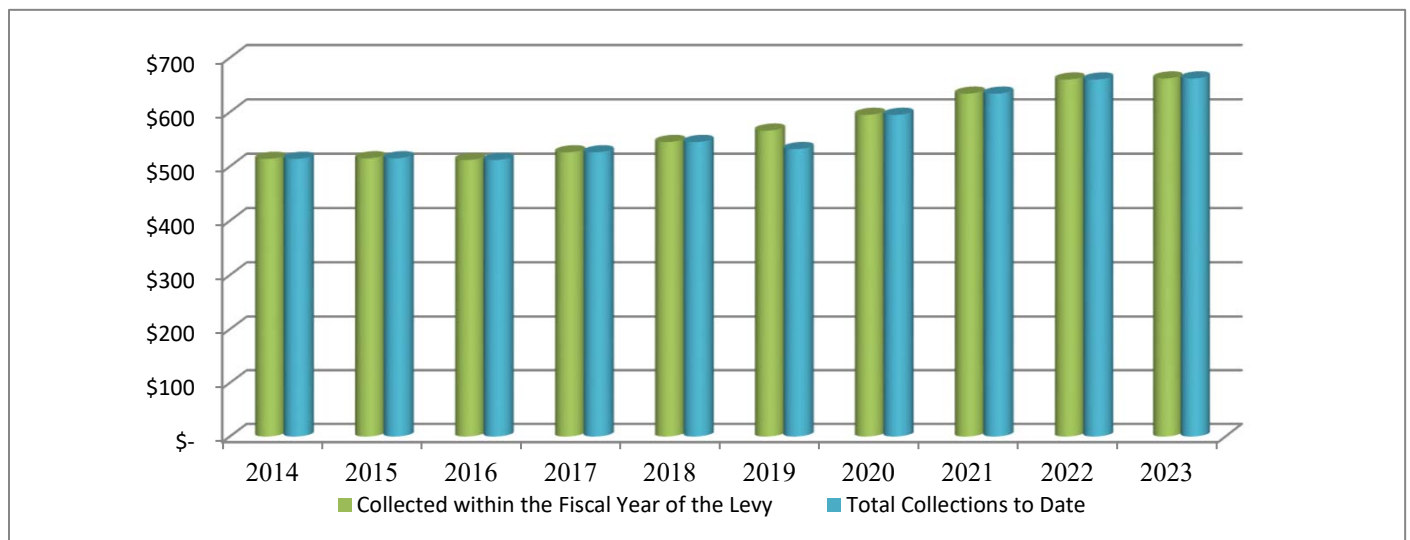
Year Ended	Direct Rates		Overlapping Rates		
	Basic Rate	Total Direct	Lakeport Unified High School Bond	Mendocino Community College	Total Tax Rate
2014	1.00000	1.00000	0.04628	0.02400	1.07028
2015	1.00000	1.00000	0.04464	0.02300	1.06764
2016	1.00000	1.00000	0.11494	0.02500	1.13994
2017	1.00000	1.00000	0.10699	0.02200	1.12899
2018	1.00000	1.00000	0.10867	0.02100	1.12967
2019	1.00000	1.00000	0.09191	0.02100	1.11291
2020	1.00000	1.00000	0.10364	0.02200	1.12564
2021	1.00000	1.00000	0.08591	0.02300	1.10891
2022	1.00000	1.00000	0.11498	0.02100	1.13598
2023	1.00000	1.00000	0.09844	0.02300	1.12144

Note: Jurisdictions within Lake County have the authority to tax properties within their jurisdictions. Properties lying within multiple jurisdictions therefore can be assessed by multiple jurisdictions. The overlapping debt statement presents the debt for all jurisdictions with territory overlapping the City. Debt of overlapping jurisdictions is allocated based upon the assessed value of that jurisdiction within City as compared to total assessed value for that jurisdiction. In 1978, California voters passed Proposition 13, which sets the property tax rate at a 1.00% fixed amount. This 1.00% is shared by all taxing agencies whose boundaries include the subject property. In addition to the 1.00% fixed amount, property owners are charged taxes as a percentage of assessed property values for the payment of Kelseyville Unified School Bonds, Lucerne Elementary School Bond, Lake Sanitation Bonds, County Service Area #6, Callayomi Water, Clearlake Oaks Water, Konocti Unified School Bond, Middletown Unified School Bond, Upper Lake High School Bond, Lakeport Unified High School Bonds, Yuba Community College Bonds, and Mendocino Community College.

City of Lakeport, California
Property Tax Collections and Levies
Fiscal year ended June 30 (last ten fiscal years)
(In thousands)

Year Ended	Taxes Levied for the Fiscal Year	Collected within the Fiscal Year of the Levy		Collections in Subsequent Years	Total Collections to Date	
		Amount	Percentage of Levy		Amount	Percentage of Levy
2014	\$ 514	\$ 514	100%	-	\$ 514	100%
2015	515	515	100%	-	515	100%
2016	512	512	100%	-	512	100%
2017	526	526	100%	-	526	100%
2018	545	545	100%	-	545	100%
2019	566	566	100%	-	532	100%
2020	595	595	100%	-	595	100%
2021	634	634	100%	-	634	100%
2022	660	660	100%	-	660	100%
2023	662	662	100%	-	662	100%

Note: Amounts reported and collected under the Teeter Plan, in which all taxes are distributed to the City in the year of the levy with the County retaining any interest or penalties on uncollected balances.



City of Lakeport, California
Principal Property Tax Payers
Last fiscal year and ten years ago
(In thousands)

Property Owner	2022-23			2013-14		
	Assessed Valuation	Rank	Percent of Total	Assessed Valuation	Rank	Percent of Total
Safeway, Inc.	\$ 19,843	1	27.43%	\$ 16,842	1	39.37%
Arton, Inc.	6,751	2	9.33%	5,730	2	13.39%
Lany Lakeport Limited Partnership	8,490	3	11.74%	6,008	4	14.04%
California Aviv, LLC	7,263	4	10.04%	6,488	3	15.17%
Jeanrenaud Henri & Jeanrenaud Barbara O	6,449	5	8.92%			0.00%
Bruno's Property Management, LLC	6,350	6	8.78%	5,497	6	12.85%
Lakeport Investment LLC	5,414	7	7.48%			0.00%
Pontus Vault Portfolia LLC	4,394	8	6.07%			0.00%
Dias Samydra Priya Trustee	3,659	9	5.06%	2,213	8	5.17%
Shoreline Mini Storage LLC	3,723	10	5.15%			0.00%
Total	\$ 72,336		100.00%	\$ 42,778		100.00%

Note: The amounts shown above include assessed value data for both the City and the Redevelopment Agency (RDA). Information prior to the years above was not maintained by the City.

Source: Lake County Auditor-Controller's Office

City of Lakeport, California

Top 25 Principal Sales Tax Remitters (listed alphabetically)

Last fiscal year and previous five years

2023	2022	2021	2020
Amazon	Amazon	Amazon	Big Daddy Garden Supply
Baywa R.E. Solar Systems	Autozone	Autozone	Bruno's Foods
Big Daddy Garden Supply	Big Daddy Garden Supply	Big Daddy Garden Supply	Burger King Restaurants
Bruno's Shop Smart	Bruno's Shop Smart	Bruno's Foods	Chevron Service Stations
Burger King Restaurants	Burger King Restaurants	Burger King Restaurants	CVS Pharmacy
Chevron Service Stations	Chevron Service Stations	Chevron Service Stations	Dollar General Stores
CVS Pharmacy	CVS Pharmacy	CVS Pharmacy	Dollar Tree Stores
Department of Motor Vehicles Allocation	Daniels Jewelers	Department of Motor Vehicles Allocation	Eureka Oxygen Company
Dollar General Stores	Department of Motor Vehicles Allocation	Dollar General Stores	Express Service Stations
Dollar Tree Stores	Dollar General Stores	Dollar Tree Stores	Grocery Outlet
Guy Strohmeier's Auto Center	Dollar Tree Stores	Guy Strohmeier's Auto Center	Kentucky Fried Chicken
Grocery Outlet	Guy Strohmeier's Auto Center	Grocery Outlet	Lake Parts
Kentucky Fried Chicken	Grocery Outlet	Kentucky Fried Chicken	Matt Mazzei Chevrolet
Lakeport Express	Kentucky Fried Chicken	Lake Parts	McDonald's Restaurants
Matt Mazzei Chevrolet	Lakeport Express	Lakeport Express	O'Reilly Auto Parts
McDonald's Restaurants	Matt Mazzei Chevrolet	Matt Mazzei Chevrolet	Plaza Paint
O'Reilly Auto Parts	McDonald's Restaurants	McDonald's Restaurants	Renee's Café
Plaza Paint	O'Reilly Auto Parts	O'Reilly Auto Parts	Round Table Pizza
Pacific Gas & Electric Co.	Plaza Paint	Plaza Paint	Safeway Stores
Round Table Pizza	Round Table Pizza	Round Table Pizza	Sears Roebuck & Co.
Safeway Stores	Safeway Stores	Safeway Stores	Shell Service Stations
Shell Service Stations	Shell Service Stations	Shell Service Stations	Taco Bell
Taco Bell	Taco Bell	Taco Bell	US Cellular
Verizon Wireless	Verizon Wireless	Verizon Wireless	Verizon Wireless
West Lake Auto Center	West Lake Auto Center	West Lake Auto Center	West Lake Auto Center

Note: The lists above include both public and private entities and, therefore, the dollar values have been omitted because the information. Rankings are determined by the sales dollar volume.

2019	2018
Bruno's Foods	Bruno's Foods
Burger King Restaurants	Burger King Restaurants
Chevron Service Stations	Chevron Service Stations
CVS Pharmacy	CVS Pharmacy
Dollar Tree Stores	Dollar Tree Stores
Enterprise Rent-A-Car	Eureka Oxygen Company
Eureka Oxygen Company	Express Service Stations
Express Service Stations	Grocery Outlet
Grocery Outlet	K Mart Stores
K Mart Stores	Kentucky Fried Chicken
Kentucky Fried Chicken	Matt Mazzei Chevrolet
Lake Parts	McDonald's Restaurants
Matt Mazzei Chevrolet	NAPA Auto Parts
McDonald's Restaurants	New Trend Wireless
O'Meara Bros. Brewing Company	O'Meara Bros. Brewing Company
O'Reilly Auto Parts	O'Reilly Auto Parts
Park Place Restaurant	Park Place Restaurant
Renee's Café	Plaza Paint & Supplies of Lakport
Round Table Pizza	Redwood Oil Company
Safeway Stores	Renee's Café
Shell Service Stations	Round Table Pizza
Taco Bell	Safeway Stores
US Cellular	Taco Bell
Verizon Wireless	Tesoro Service Stations
West Lake Auto Center	West Lake Auto Center

Information is not public

City of Lakeport, California
Ratios of Outstanding Debt by Type
Last ten fiscal years

Fiscal Year Ended June 30,	General Obligation Bonds	Capital Leases	Revenue Bonds	Special Assessment Bonds	Total Outstanding Debt
	Governmental Activities:		Business-type Activities:		
2014	\$ -	\$ -	\$ 7,233,000	\$ 3,680,000	\$ 10,913,000
2015	-	-	10,250,000	3,560,000	13,810,000
2016	1,882,000	-	8,675,587	3,435,000	13,992,587
2017	2,802,000	-	9,395,000	2,854,000	15,051,000
2018	2,631,000	-	12,638,000	2,800,000	18,069,000
2019	3,652,000	-	15,747,000	2,648,000	22,047,000
2020	3,515,916	-	15,200,500	2,489,000	21,205,416
2021	3,337,348	-	14,655,191	2,328,000	20,320,539
2022	9,962,249	-	19,594,628	2,160,000	31,716,877
2023	9,522,800	-	19,599,953	1,986,000	31,108,753

Percentage of Personal Income	Population	Debt Per Capita
0.50%	4,807	\$ 3,361
0.60%	4,762	3,989
0.57%	4,765	4,011
0.59%	4,786	4,150
0.68%	4,699	4,836
0.80%	4,784	5,434
0.74%	4,677	5,474
0.67%	4,774	4,257
0.98%	4,999	6,345
1.00%	5,008	6,212

City of Lakeport, California
Ratios of General Bonded Debt Outstanding
Last ten fiscal years

Fiscal Year Ended June 30,	General Obligation Bonds ⁽¹⁾	Less: Amounts Available in Debt Service Fund ⁽²⁾	Total	Percentage of Estimated Actual Taxable Value of Property ⁽³⁾	Per Capita ⁽⁴⁾
2014	\$ -	\$ -	\$ -	0.0%	\$ -
2015	-	-	-	0.0%	-
2016	1,882,000	-	1,882,000	0.4%	395
2017	2,802,000	-	2,802,000	0.6%	585
2018	2,631,000	-	2,631,000	0.5%	560
2019	3,652,000	-	3,652,000	0.7%	763
2020	3,515,916	-	3,515,916	0.7%	735
2021	3,337,348	-	3,337,348	0.6%	735
2022	9,962,249	-	9,962,249	1.7%	1,993
2023	9,522,800	-	9,522,800	1.5%	1,902

⁽¹⁾ This is the general bonded debt of the general fund, net of original issuance discounts and premiums

⁽²⁾ This is the amount restricted for debt service principal payment

⁽³⁾ See the Schedule of Assessed Value and the Estimated Actual Value of Taxable Property

⁽⁴⁾ Population data can be found in the Schedule of Demographic and Economic Statistics

City of Lakeport, California
Direct and Overlapping Debt
Fiscal year ended June 30, 2023
(In thousands)

2021 Assessed Valuation (in thousands)		\$	623,946
		% Applicable	Debt 6/30/22
Overlapping Tax and Assessment Debt:			
Mendocino-Lake Community College District - GO Bonds	4.83%	\$	3,978,129
Lakeport Unified School District - GO Bonds	41.30%		6,685,468
2004 Tax Allocation Bonds, Series B	100%		320,000
Successor Agency to the Redevelopment Agency of the			
City of Lakeport - Series 2016 Tax Allocation Refunding Bonds	100%		3,425,000
Sewer District Improvement Bonds 2017-1	100%		1,986,000
Total overlapping tax and assessment debt			\$ 16,394,597
Direct General Fund Debt:			
USDA Police Station Bond	100%		989,000
City of Lakeport Municipal Financing Authority Lease Revenue Bonds	100%		1,100,074
City of Lakeport Pension Obligation Bonds	100%		7,433,726
Total direct general fund debt			9,522,800
Combined total debt			\$ 25,917,397 ⁽¹⁾
<u>Ratios to 2020-2021 Assessed Valuation:</u>			
Total Overlapping Tax and Assessment Debt	2.63%		
Total Combined Debt	4.15%		

⁽¹⁾ Excludes tax and revenue anticipation notes, enterprise revenue, and mortgage revenue bonds.

Note: The overlapping debt statement presents the debt for all jurisdictions with territory overlapping the City. Debt of overlapping jurisdictions is allocated based upon the assessed value of that jurisdiction within the City as compared to total assessed value for that jurisdiction.

Source: City Finance Department

City of Lakeport, California

Legal Debt Margin Information

Fiscal year ended June 30 (last ten fiscal years)

(In thousands)

	2014	2015	2016	2017
Assessed value	\$ 469,253	\$ 467,768	\$ 470,168	\$ 469,707
Conversion percentage	25%	25%	25%	25%
Adjusted assessed value	117,313	116,942	117,542	117,427
Debt limit percentage	15%	15%	15%	15%
Debt limit	17,597	17,541	17,631	17,614
Total net debt applicable to limit	-	-	1,882	2,802
Legal debt margin	<u>\$ 17,597</u>	<u>\$ 17,541</u>	<u>\$ 15,749</u>	<u>\$ 14,812</u>
Total net debt applicable to the limit as a percentage of debt limit	0%	0%	11%	16%

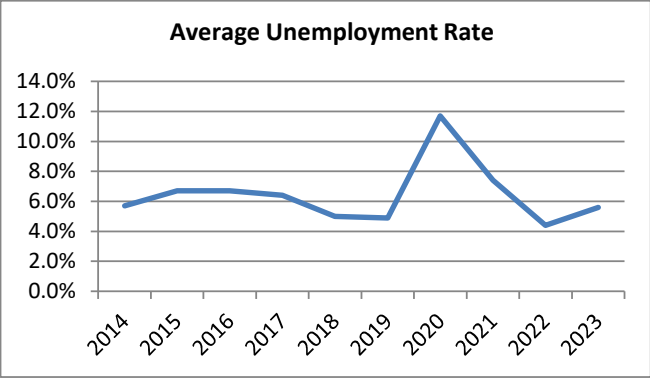
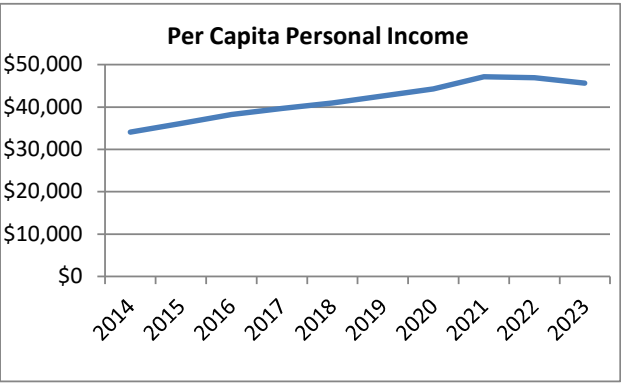
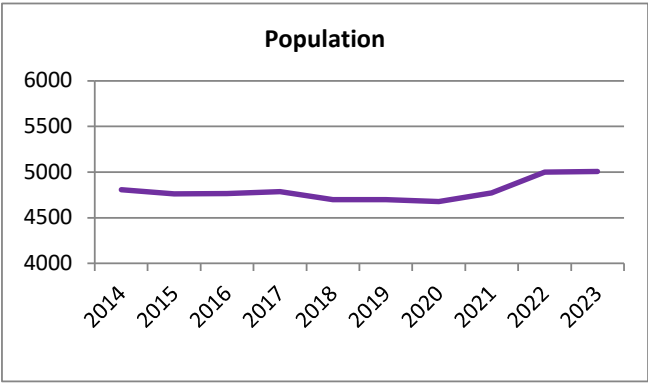
Note: The Government Code of the State of California provides for a legal debt limit of 15% of gross assessed secured tax valuation. However, this provision was enacted when assessed valuation was based upon 25% of market value. Effective with the 1981-82 fiscal year, each parcel is now assessed at 100% of market value (as of the most recent change in ownership for that parcel). The computations shown above reflect a conversion of the assessed value for each fiscal year from the current full valuation perspective to the 25% level that was in effect at the time that the legal debt margin was enacted by the State of California for local governments located within the state.

Source: City Finance Department

2018	2019	2020	2021	2022	2023
\$ 492,407	\$ 510,180	\$ 534,966	\$ 570,657	\$ 593,306	\$ 623,946
25%	25%	25%	25%	25%	25%
123,102	127,545	133,742	142,664	148,327	155,987
15%	15%	15%	15%	15%	15%
18,465	19,132	20,061	21,400	22,249	23,398
2,631	3,652	3,516	3,337	9,962	9,523
\$ 15,834	\$ 15,480	\$ 16,545	\$ 18,062	\$ 12,287	\$ 13,875
14%	19%	18%	16%	45%	41%

City of Lakeport, California
Demographic and Economic Statistics
Last ten calendar years

Year	Population ⁽¹⁾	Personal Income (in thousands) ⁽²⁾	Per Capita Personal Income ⁽²⁾	Unemployment Rate (%) ⁽³⁾	
2014	4,807	2,175,903	34,107	5.7%	(4)
2015	4,762	2,310,318	36,074	6.7%	(4)
2016	4,765	2,456,491	38,227	6.7%	(4)
2017	4,786	2,533,898	39,652	6.4%	(4)
2018	4,699	2,662,533	40,911	5.0%	(4)
2019	4,699	2,741,990	42,632	4.9%	(4)
2020	4,677	2,849,642	44,259	11.7%	(4)
2021	4,774	3,039,822	47,144	7.4%	(4)
2022	4,999	3,226,342	46,918	4.4%	(4)
2023	5,008	3,111,067	45,623	5.6%	(4)



Note: Information presented is for the Lake County Region, except for population and unemployment data, since separate data is not available for the City of Lakeport.

Sources:
⁽¹⁾ California Department of Finance
⁽²⁾ U.S. Department of Commerce Bureau of Economic Analysis
⁽³⁾ Bureau of Labor Statistics
⁽⁴⁾ State of California Employment Development Department Labor Market Information

City of Lakeport, California
Principal Employers
Current and Ten Years Ago

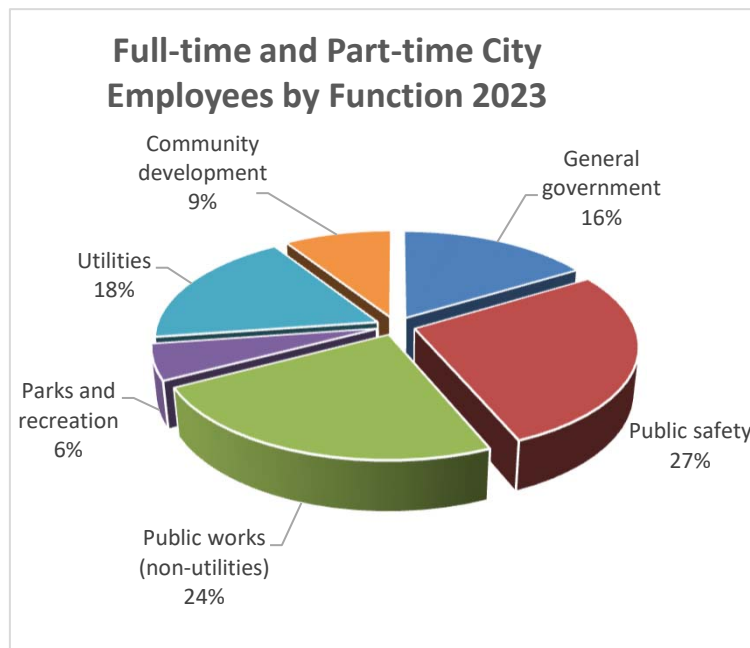
Employer	2022-23			2013-14		
	Employees	Rank	Percent of Top 10 Employment (%)	Employees	Rank	Percent of Top 10 Employment (%)
County of Lake	1020	1	27.7%	832	1	21.7%
St Helena Hospital	634	2	17.2%	370	3	9.6%
Konocti Unified School District	401	3	10.9%	313	5	8.1%
Sutter Lakeside Hospital	364	4	9.9%	370	2	9.6%
Calpine Corp.	300	5	8.1%	280	6	7.3%
Twin Pine Casino	210	6	5.7%	263	7	6.8%
Kelseyville Unified School District	203	7	5.5%	375		9.8%
Wal-Mart	198	8	5.4%	260	8	6.8%
Robinson Rancheria Resort & Casino	195	9	5.3%	325	4	8.5%
Middletown Unified School District	160	10	4.3%			
Shannon Ranches Inc.				235	9	6.1%
Harbon Hot Springs				218	10	5.7%
Total	3,685		100.0%	3,841		100.0%

Note: Information presented is for the Lake County Region, Major Lake County Employers, since separate data is not available for the City of Lakeport.

Source: Lake County Marketing Program

City of Lakeport, California
Full-time and Part-time City Employees by Function
Fiscal year ended June 30 (last ten calendar years)

Function	2014	2015	2016	2017	2018	2019	2020	2021	2022
General government	9	8	6	8	9	9	9	9	10
Public safety	15	14	4	12	15	15	15	15	15
Public works (non-utilities)	12	7	22	11	10	10	10	11	12
Parks and recreation	1	15	4	2	2	2	2	2	2
Utilities	6	9	13	7	8	8	8	9	9
Community development	4	5	8	4	5	5	5	5	6
Total	47	58	57	44	49	49	49	51	54



City of Lakeport, California
Capital Asset Statistics by Function
Fiscal year ended June 30 (last ten fiscal years)

Function	2014	2015	2016	2017	2018	2019	2020	2021	2022
Police :									
Stations	1	1	1	1	1	1	1	1	1
Public works:									
Streets (miles)	30	30	30	30	30	30	30	30	30
Streetlights	221	221	221	221	221	221	221	221	221
Parks and recreation:									
Parks	4	4	4	4	4	4	5	5	5
Pools	1	1	1	1	1	1	1	0	0
Community centers	0	0	0	0	0	1	1	1	1
Water:									
Treatment facilities	2	2	2	2	2	2	2	2	2
Sewer:									
Pump stations	9	9	9	9	9	9	9	9	9

Source: City Finance Department

Sources: City Police, Community Development, and Public Works departments

City of Lakeport, California

Capital Asset Statistics

Fiscal year ended June 30 (last ten fiscal years)

(In thousands)

	2014	2015	2016
Governmental activities:			
Land	\$ 653	\$ 1,653	\$ 1,653
Construction-in-progress	-	-	452
Buildings and structures	2,695	5,173	5,240
Improvements/CIP	4,475	4,697	4,776
Equipment and vehicles	1,566	1,585	1,621
Total	9,389	13,108	13,742
Accumulated depreciation:			
Buildings and structures	1,165	1,284	1,403
Improvements/CIP	961	1,075	1,201
Equipment and vehicles	1,203	1,305	1,390
Total	3,329	3,664	3,994
Total governmental net capital assets	\$ 6,060	\$ 9,444	\$ 9,748
Business-type activities:			
Land	\$ 2,475	\$ 2,475	\$ 2,475
Construction-in-progress	1,840	3,129	6,342
Buildings and structures	1,840	1,840	1,852
Improvements/CIP	27,593	27,022	27,101
Equipment and vehicles	785	1,444	1,474
Total	34,533	35,910	39,244
Accumulated depreciation:			
Buildings and structures	643	679	716
Improvements/CIP	13,939	14,704	15,468
Equipment and vehicles	529	611	694
Total	15,111	15,994	16,878
Total business-type net capital assets	\$ 19,422	\$ 19,916	\$ 22,366

Source: City Finance Department

2017	2018	2019	2020	2021	2022	2023
\$ 1,653	\$ 1,653	\$ 1,769	\$ 2,498	\$ 2,498	\$ 2,498	\$ 2,498
452	369	16	270	698	2,008	5,819
5,240	5,588	6,500	6,500	6,766	6,766	6,766
4,776	7,428	7,612	10,048	10,600	10,600	10,600
1,621	1,998	2,243	2,313	2,604	2,726	2,804
13,742	17,036	18,140	21,629	23,166	24,598	28,488
1,403	1,675	1,846	2,017	2,196	2,376	2,556
1,201	1,518	1,714	1,973	2,249	2,524	2,798
1,390	1,547	1,656	1,775	1,924	2,098	2,242
3,994	4,740	5,216	5,765	6,369	6,998	7,595
\$ 9,748	\$ 12,296	\$ 12,924	\$ 15,864	\$ 16,797	\$ 17,600	\$ 20,892
\$ 2,475	\$ 2,475	\$ 2,475	\$ 2,475	\$ 2,475	\$ 2,475	\$ 2,475
6,342	568	1,821	131	131	131	131
1,852	9,955	9,955	9,955	9,955	9,955	9,955
27,101	27,950	28,518	32,269	32,338	32,338	32,338
1,474	1,609	1,999	2,159	2,159	2,254	2,525
39,244	42,557	43,078	46,989	47,058	47,153	47,425
716	992	1,231	1,552	1,791	2,030	2,270
15,468	17,022	17,817	18,725	19,635	20,543	21,450
694	872	1,008	1,137	1,266	1,394	1,554
16,878	18,886	20,056	21,414	22,692	23,967	25,273
\$ 22,366	\$ 23,671	\$ 23,022	\$ 25,575	\$ 24,366	\$ 23,186	\$ 22,152

This page intentionally left blank.

City of Lakeport, California

Reconciliation of Fund Basis Balance Sheet to Government-wide Statement of Net Position

Governmental Activities

June 30, 2023

	Governmental Funds Balance Sheet	Reclassifications	Changes in GAAP	Statement of Net Position
ASSETS				
Current assets:				
Cash and investments	\$ 6,790,993	\$ -	\$ -	\$ 6,790,993
Restricted cash and investments	1,009,454	-	-	1,009,454
Receivables:				
Intergovernmental	2,173,991	-	-	2,173,991
Other receivable	1,548,019	-	-	1,548,019
Loans/Notes receivable	6,481,032	-	-	6,481,032
Due from other funds	1,606,791	(1,606,791)	-	-
Advances to other funds	289,481	(289,481)	-	-
Total current assets	19,899,761	(1,896,272)	-	18,003,489
Noncurrent assets:				
Capital assets, net	-	-	20,892,236	20,892,236
Total noncurrent assets	-	-	20,892,236	20,892,236
DEFERRED OUTFLOWS OF RESOURCES				
Pension plan	-	-	1,632,053	1,632,053
OPEB	-	-	-	-
Total assets and deferred outflows of resources	\$ 19,899,761	\$ (1,896,272)	\$ 22,524,289	\$ 40,527,778
LIABILITIES				
Current liabilities:				
Accounts payable	\$ 1,330,148	\$ -	\$ -	\$ 1,330,148
Due to other funds	1,606,791	(1,606,791)	-	-
Deposits payable	429,169	-	-	429,169
Other liabilities	19,933	-	-	19,933
Advances from other funds	289,481	(289,481)	-	-
Compensated absences - current portion	-	-	134,346	134,346
Due within one year	-	-	288,000	288,000
Total current liabilities	3,675,522	(1,896,272)	422,346	2,201,596
Noncurrent liabilities:				
Long-term liabilities:				
Compensated absences	-	-	234,029	234,029
Due after one year	-	-	6,261,310	6,261,310
Net OPEB liability	-	-	3,272,736	3,272,736
Net pension liability	-	-	2,664,131	2,664,131
Total noncurrent liabilities	-	-	12,432,206	12,432,206
Total liabilities	3,675,522	(1,896,272)	12,854,552	14,633,802
DEFERRED INFLOWS OF RESOURCES				
Pension Plan	-	-	3,515,995	3,515,995
Total liabilities and deferred inflows:	3,675,522	(1,896,272)	16,370,547	18,149,797
FUND BALANCES/NET POSITION				
Fund balances:				
Nonspendable	5,696,956	(5,696,956)	-	-
Restricted	3,114,501	(3,114,501)	-	-
Committed	4,653,640	(4,653,640)	-	-
Assigned	2,895,578	(2,895,578)	-	-
Unassigned (deficit)	(136,436)	136,436	-	-
Net position:				
Net investment in capital assets	-	-	18,803,162	18,803,162
Restricted	-	-	3,114,501	3,114,501
Unrestricted	-	16,224,239	(15,763,921)	460,318
Total fund balances/net position	16,224,239	-	6,153,742	22,377,981
Total liabilities, deferred inflows and net position	\$ 19,899,761	\$ (1,896,272)	\$ 22,524,289	\$ 40,527,778

The accompanying notes are an integral part of these basic financial statements.

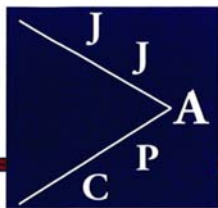
City of Lakeport, California

Reconciliation of Fund Basis Statements to Government-wide Statement of Activities

For the year ended June 30, 2023

Functions/Programs	Fund Based Totals	Compensated	Depreciation	Capital	Loss on Notes Receivable	Pension Plan	Government- wide Totals
		Absences/ Debt Service		Asset (Additions)/ Retirements			
Governmental activities:							
General government	\$ 1,186,228	\$ 35,855	\$ 288,488	\$ -	\$ -	\$ 1,054,518	\$ 2,565,089
Community development	680,834	-	-	-	-	372,033	1,052,867
Roads and infrastructure	1,435,579	-	108,833	(1,617)	-	901,433	2,444,228
Housing and support programs	125,201	-	-	-	16,981	-	142,182
Economic development	278,865	-	-	-	-	-	278,865
Public safety	2,302,255	-	115,897	-	-	1,864,393	4,282,545
Parks, buildings and grounds	529,159	-	84,591	-	-	125,407	739,157
Capital outlay	3,888,501	-	-	(3,888,501)	-	-	-
Debt service/Interest	451,048	(276,699)	-	-	-	-	174,349
Total governmental activities	\$ 10,877,670	\$ (240,844)	\$ 597,809	\$ (3,890,118)	\$ 16,981	\$ 4,317,784	\$ 11,679,282

The accompanying notes are an integral part of these basic financial statements.



JJACPA, Inc.

A Professional Accounting Services Corp.

**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON
COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL
STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING
STANDARDS**

Independent Auditor's Report

The Honorable City Council
City of Lakeport
Lakeport, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, the aggregate remaining fund information and the budgetary comparison information of the City of Lakeport, California (City), as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated January 17, 2024.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) as a basis for designing procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

January 17, 2024

JJACPA, Inc.

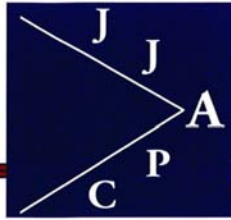
JJACPA, Inc.

Dublin, CA

CITY OF LAKEPORT

**COMMUNICATION WITH THOSE CHARGED WITH GOVERNANCE AND
COMMUNICATION OF INTERNAL CONTROL RELATED MATTERS**

JUNE 30, 2023



JJACPA, Inc.

A Professional Accounting Services Corp.

January 17, 2024

City Council
City of Lakeport
Lakeport, California

We have audited the basic financial statements of the City of Lakeport (City) as of and for the year, ended June 30, 2023, and have issued our report thereon dated January 17, 2024. Professional standards require that we advise you of the following matters relating to our audit.

Our Responsibility in Relation to the Financial Statement Audit

As communicated in our engagement letter dated September 6, 2023, our responsibility, as described by professional standards, is to form and express an opinion(s) about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in conformity with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of the City solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, as appropriate, and our firm has complied with all relevant ethical requirements regarding independence.

Qualitative Aspects of the Entity's Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the City is included in Note 1 to the financial statements. There have been no initial selection of accounting policies and no changes in significant accounting policies or their application during the year ended June 30, 2023. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

The most sensitive accounting estimates affecting the financial statements are useful lives of capital assets ("useful lives") and pension plan liabilities.

Management's estimate of the useful lives is based on experience with and observation of capital assets, by category (e.g. infrastructure) as well as industry standards, when applicable (i.e. buildings). Pension plan liabilities are valued based upon actuarial assumptions as developed by the City's Plan provider. These assumptions and estimates can result in material changes to liabilities and corresponding deferred inflows and outflows on a year to year basis. We evaluated the key factors and assumptions used to develop the useful lives and pension plan liabilities and determined that they are reasonable in relation to the basic financial statements taken as a whole according to industry standards.

Financial Statement Disclosures

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the City's financial statements relate to commitments and contingencies.

Significant Difficulties Encountered during the Audit

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole and each applicable opinion unit. Management has corrected all identified misstatements.

In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. None of the misstatements identified by us as a result of our audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole or applicable opinion units.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the City's financial statements or the auditor's report. No such disagreements arose during the course of the audit.

Representations Requested from Management

We have requested certain written representations from management, which are included in the attached letter dated January 17, 2024.

Management's Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Other Significant Findings or Issues

In the normal course of our professional association with the City, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, operating and regulatory conditions affecting the City, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the entity's auditors.

Communication of Internal Control Related Matters

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

This report is intended solely for the information and use of the City Council and management of the City and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

Joseph J. Arch, CPA

JOSEPH J ARCH, CPA
President/CEO
JJACPA, INC



January 17, 2024

JJACPA, Inc.
7080 Donlon Way, Suite 204
Dublin, CA 94568

Dear Mr. Arch:

This representation letter is provided in connection with your audit of the governmental activities, the business-type activities, each major fund, the aggregate remaining fund information, and the budgetary comparison information of City of Lakeport (City) as of June 30, 2023, and for the year then ended, and the related notes to the financial statements, for the purpose of expressing opinions on whether the basic financial statements present fairly, in all material respects, the financial position, results of operations, and cash flows, where applicable, of the various opinion units of the City in accordance with accounting principles generally accepted for governments in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information such that, in the light of surrounding circumstances, there is a substantial likelihood² that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

We confirm that, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves as of January 17, 2024:

Financial Statements

- We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated September 6, 2023, for the preparation and fair presentation of the financial statements of the various opinion units referred to above in accordance with U.S. GAAP.
- We acknowledge our responsibility for the design, implementation, and maintenance of the system of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- We acknowledge our responsibility for compliance with the laws, regulations, and provisions of contracts and grant agreements.
- We have reviewed, approved, and taken responsibility for the financial statements and related notes.
- We have a process to track the status of audit findings and recommendations.
- We have identified and communicated to you all previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- Significant assumptions used by us in making accounting estimates including those measured at fair value, are reasonable

- All related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of U.S. GAAP.
- All events subsequent to the date of the financial statements and for which U.S. GAAP requires adjustment or disclosure have been adjusted or disclosed.
- All component units, as well as joint ventures with an equity interest, are included and other joint ventures and related organizations are properly disclosed.
- All funds and activities are properly classified.
- All funds that meet the quantitative criteria in GASB Statement No. 34, *Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments*, GASB Statement No. 37, *Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments: Omnibus* as amended, and GASB Statement No. 65, *Items Previously Reported as Assets and Liabilities*, for presentation as major are identified and presented as such and all other funds that are presented as major are considered important to financial statement users.
- All components of net position, nonspendable fund balance, and restricted, committed, assigned, and unassigned fund balance are properly classified and, if applicable, approved.
- Our policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position/fund balance are available is appropriately disclosed and net position/fund balance is properly recognized under the policy.
- All revenues within the statement of activities have been properly classified as program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
- All expenses have been properly classified in or allocated to functions and programs in the statement of activities, and allocations, if any, have been made on a reasonable basis.
- All interfund and intra-entity transactions and balances have been properly classified and reported.
- Special items and extraordinary items have been properly classified and reported.
- Deposit and investment risks have been properly and fully disclosed.
- Capital assets, including infrastructure assets, are properly capitalized, reported, and if applicable, depreciated.
- All required supplementary information is measured and presented within the prescribed guidelines.
- With regard to investments and other instruments reported at fair value:
 - The underlying assumptions are reasonable and they appropriately reflect management's intent and ability to carry out its stated courses of action.
 - The measurement methods and related assumptions used in determining fair value are appropriate in the circumstances and have been consistently applied.
 - The disclosures related to fair values are complete, adequate, and in accordance with U.S. GAAP.
 - There are no subsequent events that require adjustments to the fair value measurements and disclosures included in the financial statements.
- With respect to preparation of the financials statement, we have performed the following:
 - Made all management decisions and performed all management functions;
 - Assigned a competent individual to oversee the services;
 - Evaluated the adequacy of the services performed;

- Evaluated and accepted responsibility for the result of the service performed; and
- Established and maintained internal controls, including monitoring ongoing activities

Information Provided

- We have provided you with:
 - Access to all information, of which we are aware that is relevant to the preparation and fair presentation of the financial statements of the various opinion units referred to above, such as records, documentation, meeting minutes,⁷ and other matters;
 - Additional information that you have requested from us for the purpose of the audit;
 - Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
- All transactions have been recorded in the accounting records and are reflected in the financial statements.
- We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- We have no knowledge of any fraud or suspected fraud that affects the entity and involves:
 - Management;
 - Employees who have significant roles in internal control; or
 - Others where the fraud could have a material effect on the financial statements.
- We have no knowledge of any allegations of fraud, or suspected fraud, affecting the entity's financial statements communicated by employees, former employees, vendors, regulators, or others.
- We are not aware of any pending or threatened litigation, claims, and assessments whose effects should be considered when preparing the financial statements.
- We have disclosed to you the identity of all the entity's related parties and the nature of all the related party relationships and transactions of which we are aware.
- There have been no communications from regulatory agencies concerning noncompliance with or deficiencies in accounting, internal control, or financial reporting practices.
- The City has no plans or intentions that may materially affect the carrying value or classification of assets and liabilities.
- We have disclosed to you all guarantees, whether written or oral, under which the City is contingently liable.
- We have disclosed to you all nonexchange financial guarantees, under which we are obligated and have declared liabilities and disclosed properly in accordance with GASB Statement No. 70, *Accounting and Financial Reporting for Nonexchange Financial Guarantees*, for those guarantees where it is more likely than not that the entity will make a payment on any guarantee.
- For nonexchange financial guarantees where we have declared liabilities, the amount of the liability recognized is the discounted present value of the best estimate of the future outflows expected to be incurred as a result of the guarantee. Where there was no best estimate but a range of estimated future outflows has been established, we have recognized the minimum amount within the range.
- We have disclosed to you all significant estimates and material concentrations known to management that are required to be disclosed in accordance with GASB Statement No. 62 (GASB-62), *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*. Significant estimates are estimates at the balance sheet date that could change materially within the next year. Concentrations refer to

volumes of business, revenues, available sources of supply, or markets or geographic areas for which events could occur that would significantly disrupt normal finances within the next year.

- We have identified and disclosed to you the laws, regulations, and provisions of contracts and grant agreements that could have a direct and material effect on financial statement amounts, including legal and contractual provisions for reporting specific activities in separate funds.
- There are no:
 - Violations or possible violations of laws or regulations, or provisions of contracts or grant agreements whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency, including applicable budget laws and regulations.
 - Unasserted claims or assessments that our lawyer has advised are probable of assertion and must be disclosed in accordance with GASB-62.
 - Other liabilities or gain or loss contingencies that are required to be accrued or disclosed by GASB-62
 - Continuing disclosure consent decree agreements or filings with the Securities and Exchange Commission and we have filed updates on a timely basis in accordance with the agreements (Rule 240, 15c2-12).
- The City has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset or future revenue been pledged as collateral, except



Kevin Ingram, City Manager



Nicholas Walker, Director of Finance



CITY OF LAKEPORT

City Council ☒

City of Lakeport Municipal Sewer District ☐

Lakeport Industrial Development Authority ☐

Municipal Financing Agency of Lakeport ☐

STAFF REPORT

RE: Approval of a Resolution authorizing submittal of a HOME Program Income Grant application for the Bevins Street Senior Apartments (447 Bevins Street)

MEETING DATE: 02/06/2024

SUBMITTED BY: Joey Hejnowicz, Community Development Director

PURPOSE OF REPORT: ☐ Information only ☐ Discussion ☒ Action Item

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to approve a Resolution authorizing submittal of a Home Program Income Grant application in the amount of up to \$750,000 (\$700,000 loan and \$50,000 Activity Delivery) for the Bevins Street Senior Apartments project located at 447 Bevins Street. As of December 31, 2023 the City's balance of HOME Program Income was \$791,160.

BACKGROUND/DISCUSSION:

The proposed project aims to address the critical need for affordable senior housing by constructing a three-story building on an undeveloped 3.37-acre site located at 447 Bevins Street in the City of Lakeport, Lake County, California (APN 025-431-37). The project envisions the creation of 40 units, consisting of 32 one-bedroom apartments (608 sq ft each) and 8 two-bedroom apartments (799 sq ft each), including a unit reserved for the resident manager.

Affordability and Unit Distribution:

The units, excluding the on-site manager's unit, will be offered at affordable rates for seniors with incomes ranging from 30 to 60 percent of the annual median income (AMI). The development will also include a 1,250 sq ft community center and 745 sq ft of laundry facilities, strategically distributed across the three floors.

Outdoor Amenities:

The project places a strong emphasis on community and well-being, offering a range of outdoor amenities such as covered picnic tables with barbeques, a bocce ball court, a community garden with raised planter beds, and a fenced dog park.

Infrastructure and Access:

The development incorporates 51 parking stalls, as well as bicycle racks and lockers situated in the northwest corner of the project site, providing four long-term and six short-term bicycle parking stalls. Offsite infrastructure improvements include the construction of a new sidewalk along Bevins Street, with primary site access facilitated by a driveway off Bevins Street.

Construction Timeline and Costs:

The estimated construction timeline is approximately 18 months, with a total project cost of \$15,188,277. Funding sources include \$2,396,301 of Community Development Block Grant Disaster Recovery (CDBG-DR) funds, \$250,000 in CDBG-DR funds for Activity Delivery, and \$750,000 of HOME Program Income (being proposed this evening). A request for additional funding from the recently released HOME Notice of Funding Availability (NOFA) is pending Council approval/support at a future meeting.

Challenges and Funding Strategy:

Navigating the competitive landscape for affordable housing funding in California has presented challenges. The project team plans to submit applications to the Low-Income Housing Tax Credit program in early February 2024 and subsequently to HOME to bridge any funding gaps. In the event of non-approval in the current funding cycle, a re-submission is planned for July 2024.

Commitment to Success:

Despite the challenges, the Development Team is unwavering in their commitment to securing full funding and successfully realizing this vital senior housing project.

OPTIONS:

1. Approve resolution authorizing the City Manager, Assistant City Manager or Community Development Director to apply for HOME Program Income Loan and Activity Delivery of \$750,000 and to execute necessary agreements.
2. Do not approve the resolution.
3. Offer alternative direction to staff.

FISCAL IMPACT:

☐ None ☒ \$750,000 Budgeted Item? ☐ Yes ☒ No

Budget Adjustment Needed? ☒ Yes ☐ No If yes, amount of appropriation increase: \$750,000

Affected fund(s): ☐ General Fund ☐ Water OM Fund ☐ Sewer OM Fund ☒ Other: HOME Program Income

Comments:

All funds are paid and covered by the HOME Program Income funds already on hand at the City.

COUNCIL PRIORITIES:



☐ Priority #1: Public Safety & Crisis Response



☐ Priority #2: Disaster Resiliency



☐ Priority #3: Good Governance & Fiscal Stability



☐ Priority #4: Capital Infrastructure Improvement



☒ Priority #5: Safe, Sustainable & Attractive Neighborhoods



☐ Priority #6: Economic Development

SUGGESTED MOTIONS:

Move to approve the proposed resolution authorizing the submittal of an application to the California State Department of Housing and Community Development for funding under the HOME Investment Partnership Program and authorizing the City Manager to sign.

☒ Attachments:

1. Proposed Resolution
2. Developer request letter – The Pacific Companies

RESOLUTION NO. XXXXX

A RESOLUTION OF THE LAKEPORT CITY COUNCIL, AUTHORIZING THE SUBMISSION OF A HOME INVESTMENT PARTNERSHIPS PROGRAM INCOME APPLICATION TO THE CALIFORNIA STATE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT FOR FUNDING IN THE AMOUNT OF \$750,000, AND IF AWARDED, THE EXECUTION OF A STANDARD AGREEMENT, ANY AMENDMENTS THERETO, AND OTHER RELATED DOCUMENTS NECESSARY TO PARTICIPATE AND COMPLY WITH THE HOME INVESTMENT PARTNERSHIP PROGRAM

WHEREAS, The California Department of Housing and Community Development (the “Department”) is authorized to allocate HOME Investment Partnerships Program (“HOME”) funds made available from the U.S. Department of Housing and Urban Development (“HUD”). HOME funds are to be used for the purposes set forth in Title II of the Cranston-Gonzalez National Affordable Housing Act of 1990, in federal implementing regulations set forth in Title 24 of the Code of Federal Regulations, part 92, and in Title 25 of the California Code of Regulations commencing with section 8200.; and

WHEREAS The City of Lakeport, a municipal corporation, (the “Applicant”), wishes to apply to the Department for the use of City HOME Program Income funds.

NOW, THEREFORE, THE LAKEPORT CITY COUNCIL DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Application. The Applicant shall submit an application to the Department to participate in the HOME program and for the use of Program Income funds not to exceed Seven Hundred Fifty Thousand Dollars (\$750,000) for the following activities and/or programs:

The creation of 40 affordable senior housing units located at 447 Bevins Street in the City of Lakeport.

Section 2. Compliance. If the application for funding is approved, then the Applicant hereby agrees to use the HOME funds for eligible activities in the manner presented in its application as approved by the Department in accordance with the statutes and regulations cited above. The Applicant may also execute a standard agreement, any amendments thereto, and any and all other documents or instruments necessary or required by the Department or HUD for participation in the HOME program (collectively, the required documents).

Section 3. Approval of ROPS. The applicant authorizes Kevin Ingram, City Manager, Nicholas Walker, Assistant City Manager, or Joey Hejnowicz, Community Development Director, to execute, in the name of the applicant, the required documents.

Section 4. Effectiveness. This Resolution shall take effect immediately upon its adoption.

PASSED, APPROVED AND ADOPTED at a regular meeting of the Lakeport City Council on the 6th day of February, 2024, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Michael Froio, Mayor

The undersigned Clerk of the applicant does hereby attest and certify that the foregoing is a true and full copy of a resolution of the governing board of the applicant passed and adopted at a duly convened meeting on the date set forth above, and said resolution has not been altered, amended, or repealed.

ATTEST:

Clerk



July 24, 2023

Nicholas Walker
Assistant City Manager/Finance Director
City of Lakeport
225 Park Street
Lakeport, CA 95453

Re: Official Request for HOME PI Funds

Mr. Walker,

I hope this letter finds you well. Pursuant to provisions specified in the Home Investment Partnerships ("HOME") Program, please allow this letter to serve as a formal request for Program Income Loan funds in the amount of Seven Hundred Thousand Dollars (\$700,000.00) from the City of Lakeport's current allocation, for the benefit of our proposed development of the Bevins Street Senior Apartments.

We understand that this loan commitment will be expressly conditioned upon our procurement of low-income housing tax credits.

Thank you for your time and consideration in this matter,

Caleb Roope
President and CEO of Pacific West Communities, Inc, Manager
TPC Holdings IX, LLC, General Partner
Lakeport Senior Associates, LP