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, THE LAKEPORT GROUNDWATER SUSTAINABLITY AGENCY and THE SUCCESSOR AGENCY TO THE FORMER LAKEPORT REDEVELOPMENT AGENCY)

Tuesday, February 17, 2026 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 17, 2026.

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, LAKEPORT GROUNDWATER SUSTAINABILITY AUTHORITY and THE SUCCESSOR AGENCY TO THE FORMER LAKEPORT REDEVELOPMENT AGENCY)*

Tuesday, February 17, 2026, 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 February 3, 2026.
C.	Application 2026-009:	Approve application 2026-009, with staff recommendations, for the 2026 Sutter Health & Wellness Expo.
D.	Application 2026-010:	Approve application 2026-010, with staff recommendations, for the 2026 Lakeport Camp & Shine car show.
E.	Utilities Master Plan:	Approve the 2025 Water & Sewer Master Plan Updates as presented for final acceptance.
F.	Second Reading: Commercial Cannabis Ordinance Amendments:	Adopt the proposed Ordinance amending Sections 5.34.020 ("Definitions") and 5.34.090 ("Commercial Cannabis Performance Standards") of Chapter 5.34 ("Commercial Cannabis") of Title 5 ("Business Taxes, Licenses and Regulations") of the Lakeport Municipal Code to allow limited temporary cannabis events at the Lake County Fairgrounds, as presented; and further find that the proposed ordinance is in the public interest, consistent with the Lakeport General Plan, will not be detrimental to the public health, safety, and welfare, and is exempt from the California Environmental Quality Act pursuant to CEQA Guidelines Sections 15301 and 15061(b)(3).

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.*
B.	Presentation:	Lakeport Police Department Officer of the Year and announcements of staff promotions for Sergeant and Lieutenant.

VI. PUBLIC HEARING:

A. Annual Public Hearing Review of Employee Vacancy Rates in Conformance with AB2561 (GC §3502.3): Receive and file the annual AB2561 Report on Employee Vacancy Rates.

VII. COUNCIL BUSINESS:

A. Administrative Services Director

1. Lakeport Fire Protection District Board Appointment: Appoint Joseph Szupello to the Lakeport Fire Protection District effective February 17, 2026 and expiring December 31, 2026.

B. Police Chief

1. Annual Crime & Use of Force Statistics: Receive and file reports on Police Statistics, Training, and Use of Force Analysis for 2025.

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, LAKEPORT GROUNDWATER SUSTAINABILITY AUTHORITY and THE SUCCESSOR AGENCY TO THE FORMER LAKEPORT REDEVELOPMENT AGENCY)*

Tuesday, February 3, 2026, 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 Disney called the meeting to order at 6:00 p.m. with Council Members Disney, Costa, Mattina, Parlet and Price present.

II. PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was led by Drew Jacoby.

III. ACCEPTANCE OF AGENDA/ URGENCY ITEMS: A motion was made by Council Member Mattina, seconded by Council Member Price, and unanimously carried by voice vote 5-0-0-0 to accept the 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 January 20, 2026.
C.	Application 2026-007:	Approve application 2026-007, with staff recommendations, for the 2026 Winefest event.
D.	Application 2026-008:	Approve application 2026-008, with staff recommendations, for the 2026 Memorial Day Craft Fair.
E.	Application G2026-003:	Approve application G2026-003, with staff recommendations, for the 2026 Best Bass Tournament schedule using the 3rd Street Boat Ramps
F.	Measure Z Advisory Committee (MZAC):	Receive and file the draft MZAC minutes from the January 14, 2026 meeting
G.	Warrants:	Approve the warrant register of January 26, 2026.
H.	Community Development Department (CDD) Quarterly Report:	Receive and file the CDD Quarterly Report.
	Vote on Consent Agenda:	A motion was made by Council Member Price, seconded by Council Member Parlet, and unanimously carried by voice vote 5-0-0-0 to approve the Consent Agenda, items A-H.

V. PUBLIC PRESENTATIONS/REQUESTS:

A.	Public Input:	Marie Schraeder from Discover Lakeport CA provided statistics for her social media posts. She highlighted that the calendar is quite popular and a new radio show she will be hosting on KPFZ.

VI. PUBLIC HEARING:

A. Commercial Cannabis Ordinance Amendments:

The staff report was presented by Community Development Director Hejnowicz.

Mayor Disney opened the public hearing at 6:18 p.m.

Drew Jacoby, CEO of the Lake County Fairgrounds, presented background and additional information about the proposed ordinance, which was requested by the Lake County Fairgrounds in hopes of hosting a cannabis event with both retail sales and consumption.

Three emails in support of the ordinance were received from Erin McCarrick, Paul Bernacchio and Dr. Kirk G. Andrus. One email opposed to the ordinance was received from Scott Knickmeyer.

Michael Green spoke in favor of the ordinance and brought various packaged cannabis products for the Council to see.

Lewis Lincoln, cannabis business owner, spoke in favor of the ordinance.

Nara Dahlbacka, member of the Lake County Fair Board, spoke in favor of the ordinance.

Sky Laiwa, cannabis business owner, spoke in favor of the ordinance.

Jennifer Smith spoke in favor of the ordinance.

Mayor Disney closed the public hearing at 6:42 p.m.

A motion was made by Council Member Price, seconded by Council Member Parlet, and unanimously carried by voice vote 4-1-0-0, with Council Member Costa opposed, to introduce and waive first reading of an Ordinance amending Sections 5.34.020 ("Definitions") and 5.34.090 ("Commercial Cannabis Performance Standards") of Chapter 5.34 ("Commercial Cannabis") of Title 5 ("Business Taxes, Licenses and Regulations") of the Lakeport Municipal Code to allow limited temporary cannabis events at the Lake County Fairgrounds, as presented; and further find that the proposed ordinance is in the public interest, consistent with the Lakeport General Plan, will not be detrimental to the public health, safety, and welfare, and is exempt from the California Environmental Quality Act pursuant to CEQA Guidelines Sections 15301 and 15061(b)(3).

VII. COUNCIL BUSINESS:

A. Administrative Services Director

1. 2025 Communications Report:

Administrative Services Director Buendia presented the annual update on communications activity for 2025.

B. Police Chief

1. Vehicle Purchase:

The staff report was presented by Police Chief Stoebe.

A motion was made by Council Member Costa, seconded by Council Member Price, and unanimously carried by voice vote 5-0-0-0 to award bids to the lowest responsive and responsible bidders, after application of the City's 10 percent local preference policy where applicable, authorize City staff to make any necessary budget

adjustments within the General Fund, and authorize the City Manager to sign purchase orders and supporting contract documents for the procurement of one 2026 Dodge Durango Pursuit Utility All-Wheel Drive patrol vehicle from Thurston Dodge of Ukiah, Vehicle upfitting services from Precision Wireless of Lakeport, Sole-source procurement of the Motorola Solutions M500 Mobile Audio-Video system, and Sole-source procurement of police vehicle markings from Signs by Randy Hare, with a total project cost not to exceed $92,742.97, which includes a 5 percent contingency.

VIII. CITY COUNCIL COMMUNICATIONS:

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

Community Development Director Hejnowicz reported on the progress at the Parkside Apartments. All of the underground work was completed and they are starting the vertical construction,

Police Chief Stoebe gave an update on the Itelvi AI Camera Pilot Project. Five cameras are currently online and are working well. Footage from cameras in Library Park has been useful in a current assault investigation.

Finance Director Dizon reported that she will be meeting with the City of Ukiah Finance Director to collaboratively host a chapter meeting of the California Municipal Finance Officers here in Lakeport.

Utilities Director Harris offered no report.

Administrative Services Director Buendia offered no report.

Public Works Director Ladd reported that staff have been out trimming trees on Main Street.

Planning Services Manager Fernandez offered no report.

Assistant City Attorney Anderson offered no report.

City Manager Ingram reported that the South Main Street – Soda Bay Road Corridor Project received confirmation of $10.5 million of construction monies has been allocated through the California Transportation Commission.

Council Member Costa offered no report.

Council Member Parlet reported that he has been in contact with multiple parties interested in the cattle grazing lease at the CLMSD property on Linda Lane. He also announced that Clear Lake High School will host the NCL Divisional Wrestling Tournament for the first time in 50 years.

Council Member Price attended the PEG Board meeting and visited the Lakeport Senior Center. She also expressed concerns about the lack of benches or seating at some of the LTA bus stops.

Mayor Pro Tem Mattina reported that she will be attending the Lake APC Transit meeting next week.

Mayor Disney reported that the Lake County Recreation Authority meeting scheduled for next week is cancelled and he will be meeting with the CLHS Student Council next week to encourage youth involvement in the community. He also attended the Lake County Public Safety Heroes Awards last week and congratulated LPD's Officer Johnson on his Officer of the Year Award.

IX. ADJOURNMENT:

Mayor Disney adjourned the meeting at 8:09 p.m.

_____
Brandon Disney, 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): 02/02/2026	**Application No.** 2026-009
☐ **$15.00 Application Fee Paid**	**For Council Meeting of (Date):** 02/17/2026

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

Applicant Name: Catherine Pearl		**Organization Name:** Sutter Lakeside Hospital
Address: 5176 Hill Rd. East		**Address:** Lakeport, Ca. 95453
Home Phone:	**Work Phone:** (707)262-5001	**Mobile Phone:** (707)245-3564
Email Address: catherine.pearl@sutterhealth.org		**Website/Facebook Page:** https://ewp.seatrobot.com/66f32bee33ea82483f1ddb0b/686d456d856fad96da18251a
Other Contact: Amanda Martin		**Phone for Other Contact:** (707)355-0244
Organization is: ■ **Nonprofit Organization** ☐ **For Profit Organization**		

Name of Event: Lake County Health & Wellness Expo			
Description of Event: A free event promoting health, wellness, and access to resources within Lake and Mendocino Counties			
Public Area of Use: ☐ **Main Street** ☐ **Library Park** ■ **Silveira Community Center Parking Lot** ■ **Xabatin Community Park**			
Specific Location of Event (Map Must be Attached): Xabatin Park, 5th St. Parking Lot, 5th St. Boat Launch, Silveira Community Center, Dutch Harbor			
Does this use involve public right of way, streets, or sidewalk? ■ **Yes** ☐ **No** **If yes, please indicate specific location:**			
If requesting closure of streets, sidewalk, etc., please describe notification procedure for affected businesses and/or residences: Would like to close 5th St. Boat Ramp, 5th St. Parking Lot, Xabatin Park Parking lot open to handicapped only, portions of the Silveira Community Center Parking lot (back row), Closure of entrances on the North side of the park (Main St. Entrance, Dutch Harbor)			
Date(s) of Event: Saturday 10/17/26	**Total Number of Days:** 1	**Set Up Time:** 7am **Time of Event:** - 10am **Tear Down Time:** 3pm	
Specify anticipated number of people (both participants and the public): 1000+			
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 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.

Catherine Pearl Digitally signed by Catherine Pearl Date: 2026.02.02 12:59:27 -08'00'

Dated: 2/2/26

Signature of Applicant
Responsible Official of Applicant Organization

STAFF RESPONSE

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

Staff Name:		**Department:**	
☐ **No Fiscal Impact**	☐ **Fiscal Impact (Describe/Include Estimated Costs)**	☐ **Police** ☐ **Public Works** ☐ **Parks**	☐ **Other (please specify):**

The following will be Required:

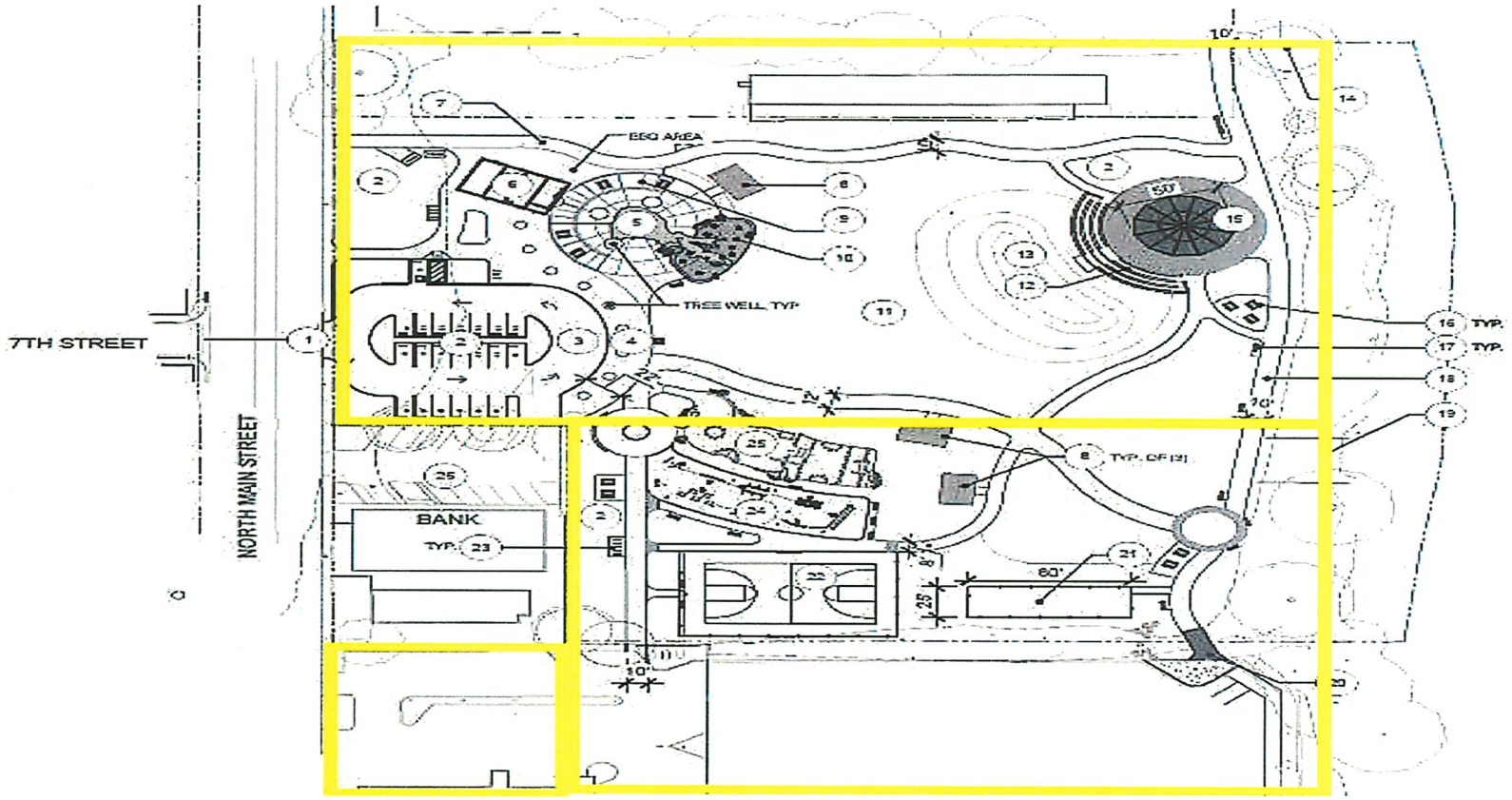
☐ Business License
☐ ABC License
☐ Health Department Permit
☐ Other (Specify):

Staff Comments:

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

Considered at Council Meeting (Date):	☐ **Application Approved** ☐ **Application Denied** ☐ **Application Approved With Conditions (See Below)**
Conditions of Approval:	

☐ **Attachments (specify):**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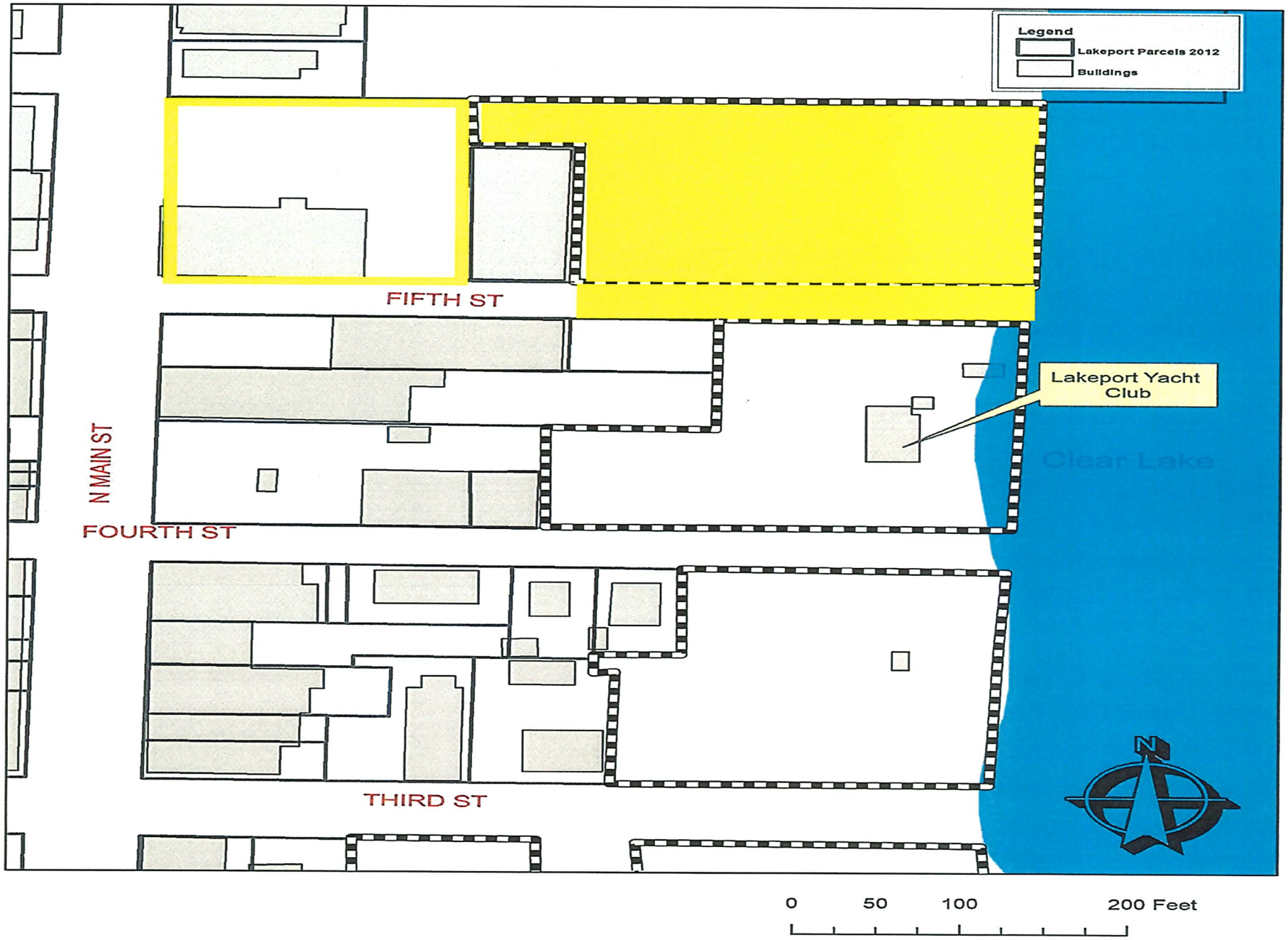
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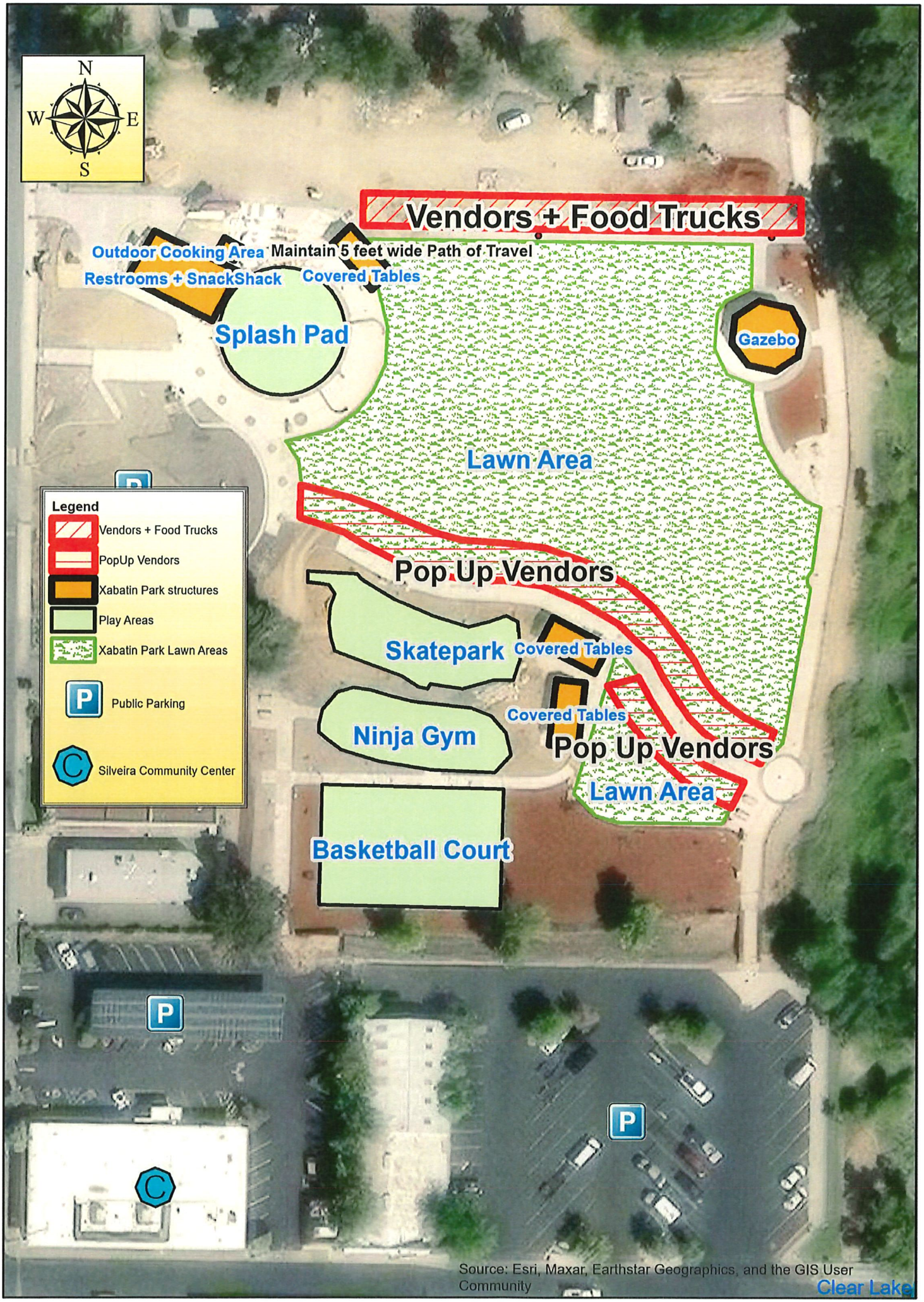
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Vendors + Food Trucks
Outdoor Cooking Area
Maintain 5 feet wide Path of Travel
Restrooms + SnackShack
Covered Tables
Splash Pad
Gazebo
Lawn Area
Legend
Vendors + Food Trucks
PopUp Vendors
Xabatin Park structures
Play Areas
Xabatin Park Lawn Areas
Public Parking
Silveira Community Center
Pop Up Vendors
Skatepark
Covered Tables
Covered Tables
Ninja Gym
Pop Up Vendors
Lawn Area
Basketball Court
P
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Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community
Clear Lake



Map Prepared by City of Lakeport
Public Works Department
abritton@cityoflakeport.com
9.19.2023

Silveira Community Center
Site Plan

0 12.5 25 50 Feet

1 inch = 50 feet

Outlook

RE: Application 2026-009 - Health & Wellness Expo

From Dale Stoebe <dstoebe@lakeportpolice.org>

Date Mon 2026-02-02 2:13 PM

To Hilary Britton <hbritton@cityoflakeport.com>; Amanda Frazell <Dean.Eichelmann@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>; Jim Kennedy <jkennedy@cityoflakeport.com>; Katie Carpenter <Katie.Carpenter@lakecountyca.gov>; Kelly Buendia <kbuendia@cityoflakeport.com>; Ky Ramsey <kramsey@cityoflakeport.com>; lakeportfire@lakeportfire.com <lakeportfire@lakeportfire.com>; Linda Sobieraj <lsobieraj@cityoflakeport.com>; Matt Hartzog <mhartzog@cityoflakeport.com>; Michelle Humphrey <mhumphrey@cityoflakeport.com>; Patrick Reitz <preitz@lakeportfire.com>; Ryan Cooley <rcooley@lakeportpolice.org>; Victor Fernandez <vfernandez@cityoflakeport.com>

The Police Department has no issues with this event plan.

Sincerely,

Chief of Police
Lakeport Police Department

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: Monday, February 2, 2026 2:07 PM
To: Amanda Frazell <Dean.Eichelmann@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>; Jim Kennedy <jkennedy@cityoflakeport.com>; Katie Carpenter <Katie.Carpenter@lakecountyca.gov>; Kelly Buendia <kbuendia@cityoflakeport.com>; Ky Ramsey <kramsey@cityoflakeport.com>; lakeportfire@lakeportfire.com; Linda Sobieraj <lsobieraj@cityoflakeport.com>; Matt Hartzog <mhartzog@cityoflakeport.com>; Michelle Humphrey <mhumphrey@cityoflakeport.com>; Patrick Reitz <preitz@lakeportfire.com>; Ryan Cooley <rcooley@lakeportpolice.org>; Victor Fernandez <vfernandez@cityoflakeport.com>
Subject: Application 2026-009 - Health & Wellness Expo

Good Afternoon,

Please find attached application 2026-009 for the 2026 Health & Wellness Expo for your review and comments.

We would like to submit this for City Council approval at the 02/17/2026 Council meeting, so please have your comments back to me by 02/11/2026.

Thank you for your input.

Hilary Britton, CMC

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*







Book time to meet with me

Outlook

FW: Application 2026-009 - Health & Wellness Expo

From Lake County Sheriff - Records <mbx.Sheriff_Records@lakecountyca.gov>
Date Tue 2026-02-03 9:20 AM
To Hilary Britton <hbritton@cityoflakeport.com>

From: Jose Martinez <Jose.Martinez@lakecountyca.gov>
Sent: Tuesday, February 3, 2026 9:14 AM
To: Lake County Sheriff - Records <mbx.Sheriff_Records@lakecountyca.gov>
Subject: RE: Application 2026-009 - Health & Wellness Expo

No questions, comments, or concerns from the Lake County Sheriff's Office.

From: Lake County Sheriff - Records <mbx.Sheriff_Records@lakecountyca.gov>
Sent: Tuesday, February 3, 2026 7:55 AM
To: Jose Martinez <Jose.Martinez@lakecountyca.gov>
Subject: FW: Application 2026-009 - Health & Wellness Expo

Sierra Baker

Senior Records Technician

www.lakesheriff.com P: 707-262-4200
1220 Martin St F:707-262-4204
Lakeport, CA 95453 Dispatch: 707-263-2690

From: Hilary Britton <hbritton@cityoflakeport.com>
Sent: Monday, February 2, 2026 2:07 PM
To: Amanda Frazell <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 <mbx.Sheriff_Records@lakecountyca.gov>; Bethany Moss <bmoss@cityoflakeport.com>; Dale Stoebe <dstoebe@lakeportpolice.org>; Jim Kennedy <jkennedy@cityoflakeport.com>; Katie Carpenter

<Katie.Carpenter@lakecountyca.gov>; Kelly Buendia <kbuendia@cityoflakeport.com>; Ky Ramsey <kramsey@cityoflakeport.com>; lakeportfire@lakeportfire.com; Linda Sobieraj <lsobieraj@cityoflakeport.com>; Matt Hartzog <mhartzog@cityoflakeport.com>; Michelle Humphrey <mhumphrey@cityoflakeport.com>; Patrick Reitz <preitz@lakeportfire.com>; Ryan Cooley <rcooley@lakeportpolice.org>; Victor Fernandez <vfernandez@cityoflakeport.com>
Subject: [EXTERNAL] Application 2026-009 - Health & Wellness Expo

Good Afternoon,

Please find attached application 2026-009 for the 2026 Health & Wellness Expo for your review and comments.

We would like to submit this for City Council approval at the 02/17/2026 Council meeting, so please have your comments back to me by 02/11/2026.

Thank you for your input.

Hilary Britton, CMC

Deputy City Clerk/Records Supervisor

City of Lakeport

225 Park Street

Lakeport, CA 95453

(707) 263-5615 x102

hbritton@cityoflakeport.com

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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): 02/05/2026	Application No. 2026-010
☐ $15.00 Application Fee Paid	For Council Meeting of (Date): 02/17/2026

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

Applicant Name: Ron Holman		Organization Name: NAG - Norcal Aircooled Group
Address: - 7562 Langmuir Ct., Dublin, CA. 94568		Address: 7562 Langmuir Ct., Dublin CA. 94568
Home Phone: 925-876-9746	Work Phone: 925-876-9460	Mobile Phone: 925-876-9460
Email Address: gobaja@yahoo.com		Website/Facebook Page: Norcal Aircooled Group
Other Contact: Jahnai Pearson		Phone for Other Contact: 510-684-4452

Organization is: ■ Nonprofit Organization ☐ For Profit Organization

Name of Event: **Lakeport Camp & Shine 2026**

Description of Event: Volkswagen Car Show with Awards Ceremony, Raffle Prizes & VW Parts Swap!

Public Area of Use: ☐ Main Street ☐ Library Park ☐ Silveira Community Center Parking Lot ☐ Xabatin Community Park

Specific Location of Event (Map Must be Attached): Park Street between First Street and Third Street.

Does this use involve public right of way, streets, or sidewalk? ■ Yes ☐ No If yes, please indicate specific location:

If requesting closure of streets, sidewalk, etc., please describe notification procedure for affected businesses and/or residences:
we will let businesses on Park Street know 30 days in advance.

Date(s) of Event: Saturday June 20th, 2026	Total Number of Days: One day	Set Up Time: 7am - 8am Time of Event: 8am - 3pm Tear Down Time: 3pm - 4pm

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

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 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 $1,000,000. 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.

Ron Holman

Signature of Applicant
Responsible Official of Applicant Organization

Dated: 2/02/2026

STAFF RESPONSE

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

Staff Name:		**Department:**	
☐ **No Fiscal Impact**	☐ **Fiscal Impact (Describe/Include Estimated Costs)**	☐ **Police** ☐ **Public Works** ☐ **Parks**	☐ **Other (please specify):**

The following will be Required:

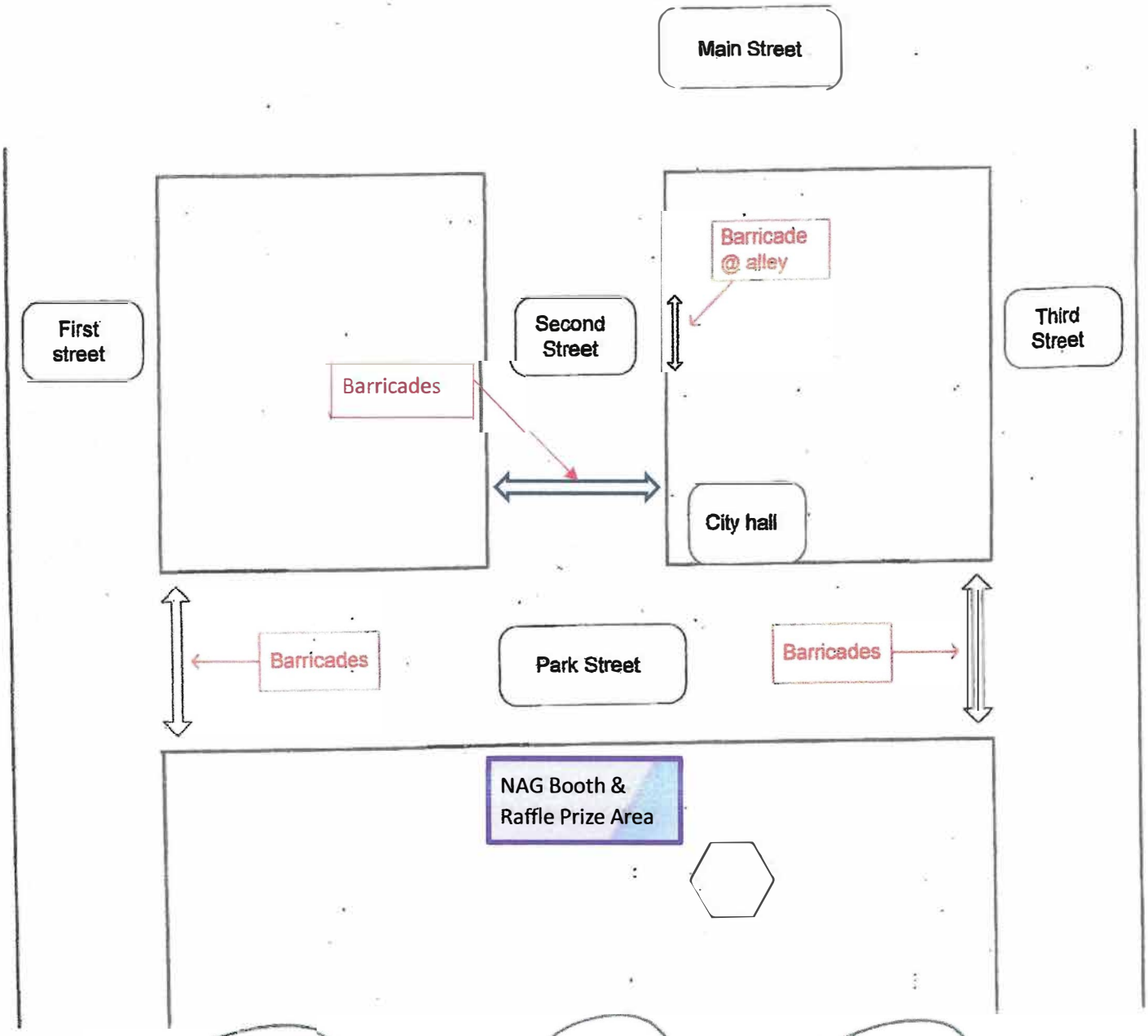
☐ Business License
☐ ABC License
☐ Health Department Permit
☐ Other (Specify):

Staff Comments:

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

Considered at Council Meeting (Date):	☐ **Application Approved** ☐ **Application Denied** ☐ **Application Approved With Conditions (See Below)**
Conditions of Approval:	

Attachments (specify):



Car Show Area;
Park St. between 1st and 3rd & 2nd St. Between Main St. and Park St.
Barricades needed at the 4 locations marked.

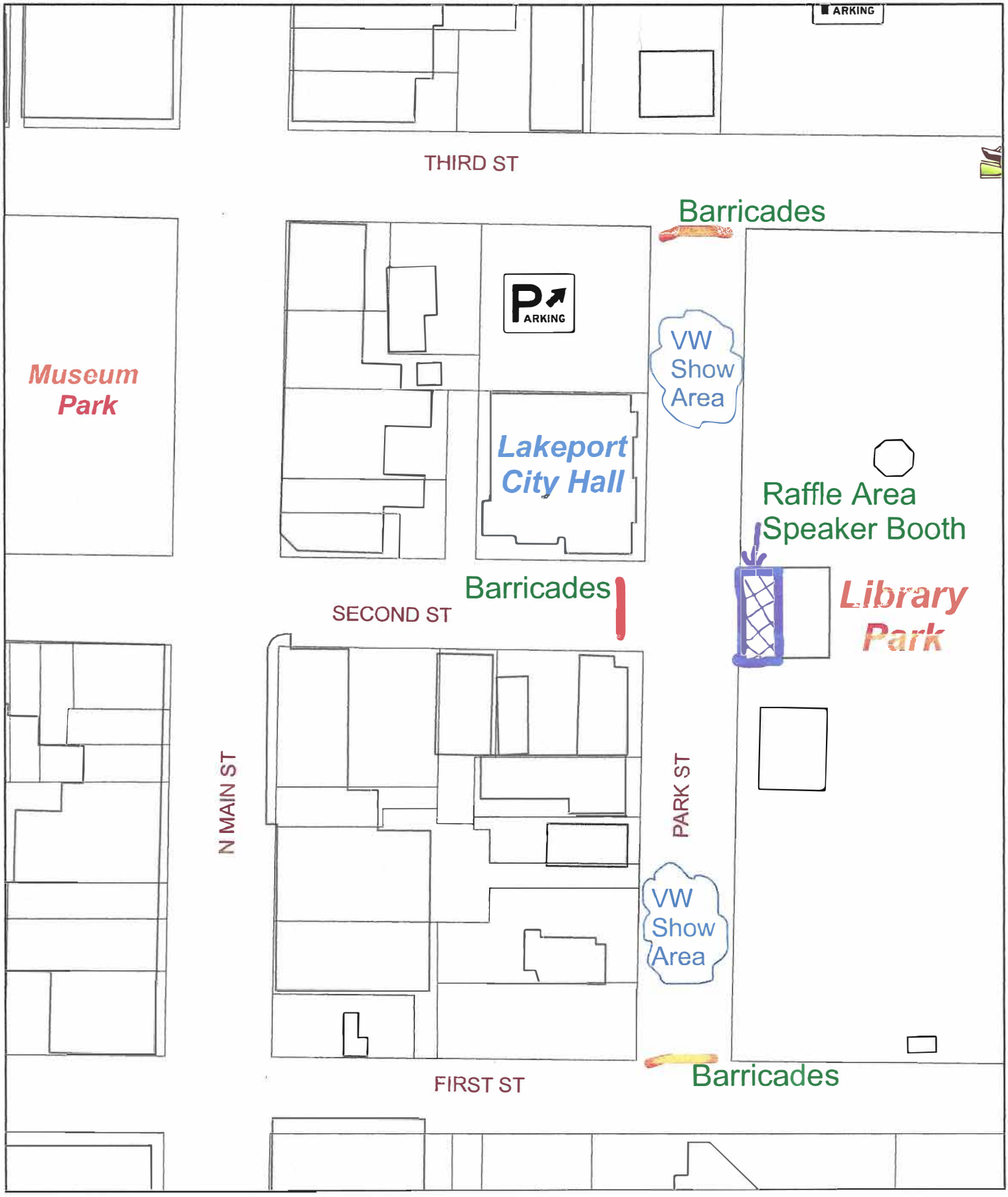
The show is SATURDAY JUNE 20th, from 8:00 am to 3:00 pm.

We will start setting up at 7:00 am.

The show is open to the public for free.

We will charge **$20** for anyone that wants to enter their VW into the show.
NAG (Norcal Aircooled Group) held this event for many years in Lakeport and would like to continue the tradition started by the Silver Circle Volkswagen Club.

Contact Info: Ron Holman, Cell: 925-876-9460 email; gobaja@yahoo.com



Map Prepared by City of Lakeport
Public Works Department
abritton@cityoflakeport.com
2020

N
W E
S

Outlook

RE: Application 2026-010 - Lakeport Camp & Shine 2026

From Dale Stoebe <dstoebe@lakeportpolice.org>

Date Fri 2026-02-06 8:06 AM

To Hilary Britton <hbritton@cityoflakeport.com>; Amanda Frazell <Dean.Eichelmann@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>; Victor Fernandez <vfernandez@cityoflakeport.com>; Bethany Moss <bmoss@cityoflakeport.com>; Katie Carpenter <Katie.Carpenter@lakecountyca.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>; Ryan Cooley <rcooley@lakeportpolice.org>; Ky Ramsey <kramsey@cityoflakeport.com>

Lakeport PD has not input of concern nor questions about this event.

Chief of Police
Lakeport Police Department

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From: Hilary Britton <hbritton@cityoflakeport.com>
Sent: Thursday, February 5, 2026 4:04 PM
To: Amanda Frazell <Dean.Eichelmann@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>; 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>; Jim Kennedy <jkennedy@cityoflakeport.com>; Linda Sobieraj <lsobieraj@cityoflakeport.com>; Matt Hartzog <mhartzog@cityoflakeport.com>; Michelle Humphrey <mhumphrey@cityoflakeport.com>; Ryan Cooley <rcooley@lakeportpolice.org>; Ky Ramsey <kramsey@cityoflakeport.com>
Subject: Application 2026-010 - Lakeport Camp & Shine 2026

Good afternoon,

Please find attached the application for the 2026 Lakeport Camp & Shine event for your review and comments.

We would like to submit this for City Council approval at the 02/17/2026 Council meeting, so please have your comments back to me by 02/11/2026.

Thank you for your input.

Hilary Britton, CMC

Deputy City Clerk/Records Supervisor

City of Lakeport

225 Park Street

Lakeport, CA 95453

(707) 263-5615 x102

hbritton@cityoflakeport.com

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Outlook

FW: Application 2026-010 - Lakeport Camp & Shine 2026

From Lake County Sheriff - Records <mbx.Sheriff_Records@lakecountyca.gov>
Date Fri 2026-02-06 8:07 AM
To Hilary Britton <hbritton@cityoflakeport.com>

From: Jose Martinez <Jose.Martinez@lakecountyca.gov>
Sent: Friday, February 6, 2026 8:07 AM
To: Lake County Sheriff - Records <mbx.Sheriff_Records@lakecountyca.gov>
Subject: RE: Application 2026-010 - Lakeport Camp & Shine 2026

No comments or concerns from the Sheriff's Office.

From: Lake County Sheriff - Records <mbx.Sheriff_Records@lakecountyca.gov>
Sent: Thursday, February 5, 2026 4:32 PM
To: Jose Martinez <Jose.Martinez@lakecountyca.gov>
Subject: FW: Application 2026-010 - Lakeport Camp & Shine 2026

From: Hilary Britton <hbritton@cityoflakeport.com>
Sent: Thursday, February 5, 2026 4:04 PM
To: Amanda Frazell <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 <mbx.Sheriff_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>; Jim Kennedy <jkennedy@cityoflakeport.com>; Linda Sobieraj <lsobieraj@cityoflakeport.com>; Matt Hartzog <mhartzog@cityoflakeport.com>; Michelle Humphrey <mhumphrey@cityoflakeport.com>; Ryan Cooley <rcooley@lakeportpolice.org>; Ky Ramsey <kramsey@cityoflakeport.com>
Subject: [EXTERNAL] Application 2026-010 - Lakeport Camp & Shine 2026

Good afternoon,

Please find attached the application for the 2026 Lakeport Camp & Shine event for your review and comments.

We would like to submit this for City Council approval at the 02/17/2026 Council meeting, so please have your comments back to me by 02/11/2026.

Thank you for your input.

Hilary Britton, CMC

Deputy City Clerk/Records Supervisor

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Book time to meet with me

Anthony Arton
Health Services Director

Craig Wetherbee
Environmental Health Director

COUNTY OF LAKE
Health Services Department
Environmental Health Division
922 Bevins Court
Lakeport, California 95453-9739
Telephone 707/263-1164.
FAX 707/263-1681

Promoting an Optimal State of Wellness in Lake County

Memorandum

DATE: February 11, 2026

TO: Hilary Britton, Deputy City Clerk/Records Supervisor

FROM: Pheakdey Preciado, Senior EHS

RE: Application 2026-010-Lakeport Camp & Shine
2026/SR0017432

APN: 025-411-07

The Environmental Health Division has no concerns regarding Norcal Aircooled Group's Lakeport Camp & Shine 2026 since the event will not have any food or food vendors.

COUNTY OF LAKE
HEALTH SERVICES
prevent.promote.protect.

CITY OF LAKEPORT

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

STAFF REPORT

RE: Water & Sewer Master Plan Updates – Final Acceptance	**MEETING DATE:** 02/17/2026
SUBMITTED BY: Paul Harris, Utilities Director	
PURPOSE OF REPORT: ☐ Information only ☐ Discussion ☒ Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

Approve the 2025 Water & Sewer Master Plan Updates as presented for final acceptance. These were originally presented to council in draft form back on 12/2/2025 with no comments or questions received.

BACKGROUND/DISCUSSION:

A Master Plan is a comprehensive, long-term strategy for managing a community's water and wastewater resources to meet current and future needs. It serves as a roadmap for utilities and asset owners to ensure sustainability by addressing issues like infrastructure, population growth, and climate change through detailed financial, technical, and implementation programs.

The last Master Plans were completed back in 2008. Most of the items identified in those plans have been successfully implemented utilizing grant funding, loans and subsequent rate increases. Since nearly exhausting that list, the city felt it was in our best interest to once again invest in a long-term strategy with updated plans.

In June of 2024, Pace Engineering was contracted to update both of the 2008 Plans. This project consisted of the collection of data, multiple site visits, assessing the condition of existing infrastructure and reviewing the impacts of Federal, State and local regulatory agencies. It also included an evaluation of City Ordinances, operations, maintenance and reporting procedures. This data in turn would provide the recommended list of capital improvements and associated cost estimates followed by financing strategies to assist the city with both short- and long-term facility needs. These plans are intended to project the needs over the next 20 years.

Copies of both plans are available for review on our city's website (https://www.cityoflakeport.com/public_works/water/documents.php) and (https://www.cityoflakeport.com/public_works/sewer/document_center.php).

ENVIRONMENTAL IMPACT:

The approval of these Water & Sewer Master Plan Updates is not a project subject to the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines sections 15061(b)(3), 15262, and 15378(b), as these updates are an exercise of general policy making and constitute planning documents studying the City's current facilities and potential future actions which the City has not approved. This approval does not commit the City to any specific project or have a legally binding effect on later activities which may result in a potentially significant physical impact on the environment.

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 MOTION:
Move to Approve the 2025 Water & Sewer Master Plan Updates as presented for final acceptance.

☒ **Attachments:**

1. Water Master Plan Update 2025
2. Sewer Master Plan Update 2025

CITY OF LAKEPORT

City of Lakeport Planning Commission ☐
City Council ☒
Lakeport Redevelopment Successor Agency ☐
Lakeport Industrial Development Agency ☐
Municipal Financing Agency of Lakeport ☐

STAFF REPORT

RE: Second Reading and Adoption of an Ordinance of the City Council of the City of Lakeport Amending Sections 5.34.020 ("Definitions") and 5.34.090 ("Commercial Cannabis Performance Standards) of Chapter 5.34 ("Commercial Cannabis") of Title 5 ("Business Taxes, Licenses and Regulations") of the Lakeport Municipal Code Regarding Commercial Cannabis Events	**MEETING DATE:** 2/17/2026
SUBMITTED BY: Joey Hejnowicz, Community Development Director	
PURPOSE OF REPORT: ☐ Information only ☐ Discussion ☒ Action Item	

WHAT IS BEING ASKED OF THE PLANNING COMMISSION:

The Community Development Department recommends that Lakeport City Council introduce and waive the first reading of an Ordinance Amending Sections 5.34.020 ("Definitions") and 5.34.090 ("Commercial Cannabis Performance Standards) of Chapter 5.34 ("Commercial Cannabis") of Title 5 ("Business Taxes, Licenses and Regulations") of the Lakeport Municipal Code Regarding Commercial Cannabis Events.

BACKGROUND

California became the first state to allow medicinal marijuana or cannabis use when voters passed the Compassionate Use Act in 1996. On November 8, 2016, California voters passed Proposition 64, the California Marijuana Legalization Initiative. Proposition 64, commonly referred to as the Adult Use of Marijuana Act, legalized recreational marijuana by allowing adults aged 21 years or older to possess and use marijuana for recreational purposes. The measure created two new excise taxes on marijuana:

- A cultivation tax of $9.25 per ounce for flowers and $2.75 per once for leaves, with exceptions for certain medical marijuana sales and cultivation (the Legislature subsequently ended this cultivation tax on July 1, 2022); and
- A 15 percent tax on the retail price of marijuana that goes to the state.

The main statute for cannabis businesses is in the California Business and Professions Code. It is called the Medicinal and Adult Use Cannabis Regulation and Safety Act (MAUCRSA). MAUCRSA sets up a basic framework for licensing, oversight, and enforcement related to cannabis businesses. In addition to cannabis-specific laws, cannabis businesses must follow the same rules that other businesses in California must follow. For example, there are rules and regulations about waste disposal, protecting the environment, vehicle registration and paying taxes.

The California Department of Cannabis Control (DCC) licenses and regulates cannabis businesses on the state level. DCC regulates the:

- Growing of cannabis plants;
- Manufacture of cannabis products;
- Transportation and tracking of cannabis goods throughout the state;
- Sale of cannabis goods;
- Events where cannabis is sold or used; and
- Labeling of goods sold at retail.

All commercial cannabis activity must be licensed by the state. The cannabis industry is strictly regulated to make sure businesses operate safely, products are contaminant free and labeled to inform purchasers and cannabis is kept away from children. DCC's mission is to facilitate a well-regulated, legal market for cannabis that benefits all Californians.

LAKEPORT COMMERCIAL CANNABIS LANDSCAPE

The Lakeport City Council codified certain commercial cannabis business regulations in 2018 through the creation of Chapter 5.34 (COMMERCIAL CANNABIS) of the Lakeport Municipal Code. Chapter 5.34 regulates commercial cannabis activities in the City and is described in further detail below.

Lakeport Municipal Code - Cannabis Cultivation
The Lakeport Municipal Code allows personal cultivation in these residential zoning districts: *Urban Reserve (UR), Low Density Residential (R1), Medium Density Residential (R2), High Density Residential (R3*) and *Resort/Residential (R5).* Cultivation shall only be permitted in detached, fully enclosed and secure accessory structures and cultivation area shall be limited to eighty square feet per parcel or residence, whichever is less, or six plants. The accessory structure shall be in the rear portion of the lot and maintain a ten-foot setback from the side and rear property lines and from any other building on the parcel. Additionally, the accessory structure used for cannabis cultivation must have a ventilation and filtration system to prevent nuisance cannabis plant odors from exiting the interior of the structure.

Lakeport Municipal Code – Commercial Cannabis Testing
Commercial Cannabis Testing is allowed in the following zoning districts subject to the regulations listed in Chapter 5.34 (Commercial Cannabis) and a Use Permit: *Professional Office (PO), Major Retail (C2), Service Commercial (C3),* and *Industrial (I).*

Lakeport Municipal Code – Commercial Cannabis Distribution
Commercial Cannabis Distribution is allowed in the following zoning districts subject to the regulations listed in Chapter 5.34 (Commercial Cannabis) and a Use Permit: *Service Commercial (C3)* and *Industrial (I).*

Lakeport Municipal Code – Commercial Cannabis Manufacturing (without volatile solvents)
Commercial Cannabis Manufacturing (without volatile solvents) is allowed in the following zoning districts subject to the regulations listed in Chapter 5.34 (Commercial Cannabis) and a Use Permit: *Service Commercial (C3)* and *Industrial (I).*

Lakeport Municipal Code – Commercial Cannabis Manufacturing (with volatile solvents)
Commercial Cannabis Manufacturing (with volatile solvents) is allowed in the following zoning districts subject to the regulations listed in Chapter 5.34 (Commercial Cannabis) and a Use Permit: *Industrial (I).*

Lakeport Municipal Code – Commercial Cannabis Retailers Activities
The only commercial cannabis retail activity allowed in Lakeport is retail delivery of cannabis, cannabis products or devices. Retail delivery may not include a retailer with a storefront business.

DISCUSSION

The Lake County Fairgrounds CEO recently inquired with City staff regarding the possibility of hosting a temporary cannabis event in Spring 2026 with cannabis retail sales permitted. The Lake County Fairgrounds has expressed interest in hosting a cannabis-related event as part of its broader, year-round event programming strategy intended to increase community engagement, attract visitors, and support the long-term financial sustainability of the Fairgrounds. The Fairgrounds regularly hosts large, managed events and has the infrastructure, staffing capacity, and security experience necessary to accommodate specialized, regulated events.

The proposed cannabis event is envisioned as a springtime gathering designed to showcase and celebrate Lake County's local cannabis growers and farmers, many of whom are long-standing agricultural producers within the region. The event would combine cannabis-related programming with live music and entertainment to create a destination-style event that highlights Lake County's unique agricultural identity and emerging cannabis economy.

Allowing on-site cannabis retail sales, consistent with state law and Department of Cannabis Control requirements, is a key component of the event's viability and prominence. Retail sales are intended to enhance the overall success of the event by attracting licensed participants and attendees, supporting local cannabis businesses, and generating revenue that helps offset event and facility costs. The Fairgrounds has indicated that without retail sales, the scale, draw, and financial feasibility of the event would be significantly diminished.

Overall, the proposed event aligns with the Fairgrounds' goal of hosting diverse, well-regulated events that support local industry, provide entertainment opportunities for the community, and contribute to the economic vitality of both the Fairgrounds and the broader Lake County region.

Temporary cannabis events that allow on-site sales and consumption are permitted under California state law and regulated by the Department of Cannabis Control, but they are required to be located at a venue expressly approved by the local jurisdiction in which the event is proposed. (4 CCR § 15601, subd. (e).) These events are subject to strict state licensing, age restrictions, security requirements, and operational controls, including limits on duration and location. Only licensed cannabis businesses may participate in sales, and consumption must occur in secured, non-public areas. While authorized at the state level, the City of Lakeport currently prohibits cannabis events with on-site sales and consumption under its Municipal Code, meaning such events cannot occur locally unless City regulations are amended or otherwise authorized.

The City of Lakeport proposes a text amendment to zoning ordinance Chapter 5.34 ("Commercial Cannabis") to allow for permitted temporary cannabis events at the Lake County Fairgrounds. The proposed Ordinance generally prohibits cannabis events within the City, with a limited exception allowing such events only at the Lake County Fairgrounds in conjunction with county fair or district agricultural association events and only in full compliance with state law and all Department of Cannabis Control licensing and conditions.

An application for an amendment to the zoning ordinance shall give the reasons why the amendment is necessary and shall provide information documenting that:

1. The proposed amendment is in the public's interest.
2. The proposed amendment is consistent with the Lakeport General Plan.
3. The proposed amendment will not be detrimental to the community's health, safety, and welfare.
4. The proposed amendment complies with the California Government Code and California Environmental Quality Act.

The proposed text amendment to Chapter 5.34 of the Lakeport Municipal Code to allow temporary cannabis retail events at the Lake County Fairgrounds meets the necessary amendment findings as follows:

1. *The proposed amendment is in the public's interest*.

The proposed text amendment would allow for only limited cannabis events at the Lake County Fairgrounds (county fair/district agricultural association events) that are in compliance with state law and DCC licensing conditions. The proposed ordinance serves the public interest by providing a secure, controlled venue for regulated cannabis commerce/education and the potential to generate City tax revenue through an overall increase in tourism/visitation.

2. *The proposed amendment is consistent with the Lakeport General Plan*.

The General Plan includes economic development policies supporting Lakeport as a year-round visitor/recreation destination and to "continue to support City-wide events and festivals". Allowing a narrowly defined, regulated event at the Fairgrounds aligns with these General Plan objectives related to events, visitation, and local economic activity.

3. The proposed amendment will not be detrimental to the community's health, safety, and welfare.

The amendment is structured as a prohibition citywide with a limited exception at a single established venue, and it requires compliance with state law and all DCC license conditions. The draft ordinance further relies on the City's police power to protect public health, safety, and welfare and finds the event model can be managed through controlled, licensed operations and oversight. The General Plan Safety Element also describes the City's ongoing police protection capacity and responsiveness to traffic/public safety needs.

4. The proposed amendment complies with the California Government Code and California Environmental Quality Act.

The Lakeport General Plan states that amendments should be processed with findings addressing public interest, plan consistency, no detriment, and compliance with Government Code and CEQA. The draft ordinance cites the City's police powers under Government Code section 37100 and the City's authority to regulate cannabis activities/events under MAUCRSA/Business & Professions Code section 26200 (including the state limitation that DCC may only issue temporary event licenses where the local jurisdiction authorizes them) , and it identifies CEQA exemptions under Guidelines sections 15301 (*Existing Facilities*) and 15061(b)(3) (*Common Sense*).

PLANNING COMMISSION ACTION

The Lakeport Planning Commission reviewed the proposed ordinance amendment at its regular meeting on January 14, 2026. During the meeting, the Planning Commission received a presentation from staff and heard from the Lake County Fairgrounds Chief Executive Officer regarding the operational framework and regulatory requirements for a proposed temporary cannabis event planned for Spring 2026.

Commissioners asked several operational and logistical questions related to event management, security, and regulatory oversight. During discussion, multiple members of the Planning Commission expressed general support for the concept of expanding the allowance for cannabis events beyond the Lake County Fairgrounds to other locations within the City, provided such locations were expressly approved by the City Council.

Staff advised the Planning Commission that expanding the scope of the ordinance at this time could jeopardize the existing timeline for the Fairgrounds' proposed spring event. Staff further explained that because the Fairgrounds is located on California state property, the proposed event would not require additional local land use entitlements or environmental review under the California Environmental Quality Act (CEQA). In contrast, authorizing cannabis events at locations outside the Fairgrounds would likely require a comprehensive CEQA analysis and development of land use and zoning standards, which could be time-intensive and delay implementation.

Staff recommended maintaining the narrowly tailored ordinance approach focused solely on the Lake County Fairgrounds, with the option for the Planning Commission or City Council to revisit broader location eligibility in the future depending on the outcome of the proposed spring event and subsequent policy direction. The Planning Commission concurred with this approach and indicated a desire not to jeopardize the timing or feasibility of the planned event.

It should be noted that the City has already received preliminary interest from a local business regarding the potential to host a temporary cannabis event with retail sales within Lakeport city limits, which could be evaluated at a later date under a separate policy framework.

Following discussion, the Planning Commission voted unanimously (5–0) to recommend that the City Council adopt an Ordinance amending Sections 5.34.020 ("Definitions") and 5.34.090 ("Commercial Cannabis Performance Standards") of Chapter 5.34 ("Commercial Cannabis") of Title 5 ("Business Taxes, Licenses and Regulations") of the Lakeport Municipal Code to allow limited temporary cannabis events at the Lake County Fairgrounds, as proposed.

STAFF RECOMMENDATION

Staff recommends that the City Council adopt the draft Ordinance of the Lakeport City Council, finding that the proposed amendment to Chapter 5.34 of the Lakeport Municipal Code appropriately balances local control with state cannabis regulations, supports economic development and community events at an established venue, and maintains robust safeguards to protect public health, safety, and welfare.

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

OPTIONS:

1. Adopt the proposed Ordinance Text Amendment to Chapter 5.34 of the Lakeport Municipal Code to allow for temporary cannabis retail events.
2. Adopt the proposed Ordinance Text Amendment to Chapter 5.34 of the Lakeport Municipal Code to allow for temporary cannabis retail events.
3. Provide alternative directions for staff.

SUGGESTED MOTION:

I move that the Lakeport City Council adopt the proposed Ordinance amending Sections 5.34.020 ("Definitions") and 5.34.090 ("Commercial Cannabis Performance Standards") of Chapter 5.34 ("Commercial Cannabis") of Title 5 ("Business Taxes, Licenses and Regulations") of the Lakeport Municipal Code to allow limited temporary cannabis events at the Lake County Fairgrounds, as presented; and further find that the proposed ordinance is in the public interest, consistent with the Lakeport General Plan, will not be detrimental to the public health, safety, and welfare, and is exempt from the California Environmental Quality Act pursuant to CEQA Guidelines Sections 15301 and 15061(b)(3).

☒ **Attachments:**

1. Attachment 1 - Draft Text Ordinance Amendment
2. Attachment 2 – Written Public Comments Provided to Planning Commission
3. Attachment 3 – Written Public Comments Provided to City Council

ORDINANCE NO. 958 (2026)

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAKEPORT AMENDING SECTIONS 5.34.020 (“DEFINITIONS”) AND 5.34.090 (“COMMERCIAL CANNABIS PERFORMANCE STANDARDS”) OF CHAPTER 5.34 (“COMMERCIAL CANNABIS”) OF TITLE 5 (“BUSINESS TAXES, LICENSES AND REGULATIONS”) OF THE LAKEPORT MUNICIPAL CODE REGARDING COMMERCIAL CANNABIS EVENTS

WHEREAS, Government Code Section 37100 grants the City broad police powers to enact ordinances necessary to protect the public health, safety, and welfare of their residents;

WHEREAS, the Medicinal and Adult-Use Cannabis Regulation and Safety Act ("MAUCRSA"), codified in Division 10 of the California Business and Professions Code, provides a comprehensive regulatory framework for the cultivation, manufacture, distribution, testing, and sale of cannabis and cannabis products in California;

WHEREAS, Business and Professions Code Section 26200 authorizes the City of Lakeport to regulate cannabis businesses within City boundaries, including the authority to establish reasonable regulations for commercial cannabis events;

WHEREAS, pursuant to Section 26200(e)(1)(D) of the Business and Professions Code, the State Department of Cannabis Control may only issue temporary cannabis event licenses in local jurisdictions that authorize such events;

WHEREAS, commercial cannabis events, when properly regulated, can generate tax revenue for the City and provide educational opportunities about responsible and legal cannabis use;

WHEREAS, the City recognizes that cannabis events may include activities such as the sale, distribution, consumption, and display of cannabis and cannabis products by licensed operators in accordance with state law; and

WHEREAS, the City has determined that allowing commercial cannabis events in secure, controlled locations serves the public interest by providing regulated venues for cannabis commerce, education, and consumption while maintaining appropriate oversight and public safety measures; and

WHEREAS, on January 14 , 2026, the Planning Commission of the City of Lakeport held a duly noticed public hearing to consider the permitting of cannabis events at the Lake County Fairgrounds and received public comment thereon.

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

SECTION 1. RECITALS. The recitals set forth above are true and correct and are incorporated into this Ordinance by reference.

SECTION 2. CODE AMENDMENT. Section 5.34.020 of Chapter 5.34 of Title 5 is hereby amended to read as follows (additions denoted by underlined text and deletions denoted by ~~struck through~~ text):

A. "Cannabis" means all parts of the plant Cannabis sativa Linnaeus, Cannabis indica, or Cannabis ruderalis, or any other strain or varietal of the genus Cannabis that may exist or be discovered, or developed, whether growing or not, including but not limited to the seeds thereof; the resin, whether crude or purified, extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds, or resin. Any reference to cannabis or cannabis products shall include medical and nonmedical cannabis and medical and nonmedical cannabis products unless otherwise specified. "Cannabis" does not mean industrial hemp as defined by Health and Safety Code Section 11018.5, as may be amended from time to time.

B. "Cannabis business owner" means any of the following
    1. Each person or entity having an ownership interest in the commercial cannabis business other than a security interest, lien, or encumbrance on property that will be used by the commercial cannabis business;
    2. If the commercial cannabis business is a publicly traded company, the chief executive officer or any person or entity with an aggregate ownership interest of five percent or more; or
    3. Each person who participates in the direction, control, or management of, or has a financial interest in, the commercial cannabis business.

C. "Cannabis cultivation" means any activity involving the planting, growing, harvesting, drying, curing, grading, processing, or trimming of cannabis, including cannabis nurseries.

D. "Cannabis event" means a temporary cannabis event that is licensed by the State Department of Cannabis Control and held by a licensed cannabis event organizer where the onsite sale and consumption of cannabis goods is authorized.

E. "Cannabis retailer" means a facility, whether fixed or mobile, operated in accordance with state and local laws and regulations, where cannabis and/or

cannabis products are offered for retail sale, including a facility that delivers cannabis and/or cannabis products as part of a retail sale.

F. "Cannabis distribution" means a facility where a person conducts the business of procuring cannabis from licensed cultivators or manufacturers for sale to licensed cannabis retailers, and the inspection, quality assurance, batch testing by a Type 8 licensee, storage, labeling, packaging and other processes, prior to transport to licensed cannabis retailers. This facility requires a Type 11 license pursuant to MAUCRSA or a state cannabis license type subsequently established.

G. "Cannabis manufacturing" means a facility that produces, prepares, propagates, or compounds manufactured cannabis or cannabis products, directly or indirectly, by extraction methods, independently by means of chemical synthesis, or by a combination of extraction and chemical synthesis, and is owned and operated by a state licensee for these activities.

H. "Cannabis microbusiness" means a facility that cultivates less than ten thousand square feet of cannabis and acts as a licensed distributor, Level 1 manufacturer, and cannabis retailer and excludes cannabis testing. This facility requires a Type 12 license pursuant to MAUCRSA, or a state cannabis license type subsequently established.

I. "Cannabis nursery" means a state licensee that produces only clones, immature plants, seeds, and other agricultural products used specifically for the planting, propagation, and cultivation of cannabis.

J. "Cannabis products" means cannabis that has undergone a process whereby the plant material has been transformed into a concentrate, including, but not limited to, concentrated cannabis, or an edible or topical product containing cannabis or concentrated cannabis and other ingredients.

K. "Cannabis testing service" or "cannabis testing laboratory" means a laboratory, facility, or entity that offers or performs tests of cannabis or cannabis products, including the equipment provided by such laboratory, facility, or entity.

L. "City manager" means the city manager or the city manager's designee, if any.

M. "Commercial cannabis activities" means any commercial cannabis activity licensed pursuant to the Medicinal and Adult-Use Cannabis Regulation and Safety Act ("MAUCRSA"), including, but not limited to, cultivation, possession, distribution, laboratory testing, labeling, retail, delivery, sale or manufacturing of cannabis or cannabis products <u>or acting as a cannabis event organizer for cannabis events</u>.

N. "Medical cannabis" or "medicinal cannabis" means cannabis that is intended to be used for medical cannabis purposes in accordance with the Compassionate Use Act (Health and Safety Code Section 11362.5), the Medical Marijuana Program Act (Health and Safety Code Section 11362.7 et seq.), the Medical Cannabis Regulation

and Safety Act ("MCRSA," Business and Professions Code Section 19300 et seq.), and MAUCRSA.

O. "Primary caregiver" shall have the same meaning as set forth in Health and Safety Code Section 11362.7, as the same may be amended from time to time.

P. "Qualifying patient" or "qualified patient" shall have the same meaning as set forth in Health and Safety Code Section 11362.7, as the same may be amended from time to time.

SECTION 3. CODE AMENDMENT. Subsection (F) of Section 5.34.090 of Chapter 5.34 of Title 5 is hereby amended to read as follows (additions denoted by underlined text and deletions denoted by ~~struck through~~ text):

> Cannabis events within the city are prohibited except for county fair or district agricultural association events held at the Lake County Fairgrounds in accordance with applicable law, including but not limited to the Medicinal and Adult-Use Cannabis Regulation and Safety Act, Division 19 of Title 4 of the California Code of Regulations, and any and all conditions imposed upon a temporary cannabis event license or cannabis event organizer license issued by the State Department of Cannabis Control.

SECTION 4. CEQA. The City Council finds that this Ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301, which exempts the operation, permitting, licensing, or minor alteration of existing public and private structures or facilities involving negligible or no expansion of existing or former use, and Section 15061(b)(3), the common sense exemption, as it can be seen with certainty that there is no possibility that the adoption of this Ordinance will have a significant effect on the environment.

SECTION 5. SEVERABILITY. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance. The city council hereby declares that it would have passed this and each section, subsection, phrase, or clause thereof irrespective of the fact that any one or more sections, subsections, phrases, or clauses be declared unconstitutional on their face or as applied.

SECTION 6. EFFECTIVE DATE. This Ordinance shall take effect thirty (30) days after adoption as provided by Government Code section 36937.

SECTION 7. CERTIFICATION. The City Clerk shall certify to the passage and adoption of this Ordinance and shall give notice of its adoption as required by law. Pursuant to

Government Code section 36933, a summary of this Ordinance may be published and posted in lieu of publication and posting the entire text.

INTRODUCED and first read at a regular meeting of the City Council on the 3rd day of February 2026, by the following vote:

AYES: Mayor Disney, Council Members Mattina, Parlet, and Price
NOES: Council Member Costa
ABSTAIN: None
ABSENT: None

FINAL PASSAGE AND ADOPTION by the City Council of Lakeport occurred at a meeting thereof held on the ____ day of _____, 2026, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

_____
Brandon Disney, Mayor
City of Lakeport

ATTEST:

_____
Kelly Buendia, City Clerk
City of Lakeport

Outlook

Fw: Marajuana event fairgrounds

From: Randall Ratterman [redacted]
Sent: Tuesday, January 13, 2026 6:02 AM
To: Victor Fernandez <vfernandez@cityoflakeport.com>
Subject: Marajuana event fairgrounds

Please keep in consideration the neighbors and the nasty air polluting smell. It's bad enough form the apartments next door
Thank you,
Randall Ratterman
Sent from my iPhone

Outlook

FW: Cannabis Meeting

From: Peter G [redacted]
Sent: Wednesday, January 14, 2026 1:03 PM
To: Victor Fernandez <vfernandez@cityoflakeport.com>
Subject: Cannabis Meeting

Hi Mr. Fernandez,

I understand that there is going to be a meeting in Lakeport concerning the topic of allowing Cannabis Retail stores and events in Lakeport.

I own a house in Lakeport, and would love to have a local Cannabis store in Lakeport for two basic and good reasons. First, it will save me time, gas and wear on my car if I don't have to travel outside Lakeport to purchase Cannabis, but even more important than that, I would certainly enjoy what the City of Lakeport and the County of Lake will do for all of us and the town with all the money that will suddenly come in from sales taxes on the stores.

I've also been to community events in many nearby areas where Cannabis was available and I, and everyone I spoke to felt positive about it.

I sincerely hope you and your other members think it's a good idea. Every community where Stores and Events allow Cannabis have financially prospered from it and Lakeport shouldn't be left behind and can easily profit from it too.

Regards,

Peter Gollobin

Outlook

FW: Supporting Cannabis in Lakeport

From: Angelina Clementi [redacted]
Sent: Wednesday, January 14, 2026 12:01 PM
To: Victor Fernandez <vfernandez@cityoflakeport.com>
Subject: Supporting Cannabis in Lakeport

Dear Lakeport Planning Commission,

I'm writing to express my support for rezoning parts of Lakeport to allow cannabis businesses and events. I believe this is a great opportunity for our community, and I'd love to see us take advantage of it.
Cannabis businesses can create new jobs and help boost local industries like retail and hospitality. With the industry being so heavily regulated, it ensures that businesses are operating safely and legally, which also helps reduce crime connected to the illegal market. Plus, cannabis has a lot of potential health benefits, and by embracing this, we can open up new opportunities for local residents to get involved in this growing sector. With the right zoning in place, we can also make sure that cultivation is done sustainably and responsibly.

In short, I believe this is a positive step forward for Lakeport, and I hope you'll consider approving the rezoning.
Thanks for your time and consideration!
Best,
Angelina Clementi

Outlook

FW: Cannabis zoning

From: Mr Greg Clementi [redacted]
Sent: Wednesday, January 14, 2026 12:28 PM
To: Victor Fernandez <vfernandez@cityoflakeport.com>
Subject: Cannabis zoning

Mr. Fernandez,

My name is Greg Clementi and I'd like to voice my support for new local cannabis zoning laws. I believe it's time to discard the old stereotypes surrounding marijuana and acknowledge the many medicinal benefits that can be derived from it. As a longtime marathon runner now in my sixties, I've dealt with chronic knee pain for years. I've found that cannabis drastically improves my pain tolerance and has improved the quality of my life. Please consider new zoning laws that would make it easier for residents to legally maximize these medicinal benefits. Thank you for your consideration. -Greg

Sent from Yahoo Mail for iPhone

Outlook

FW: Cannabis dispensaries

-----Original Message-----
From: Randy Lane [redacted]
Sent: Wednesday, January 14, 2026 11:00 AM
To: Victor Fernandez <vfernandez@cityoflakeport.com>
Subject: Cannabis dispensaries

Looking forward to supporting a new store in lakeport as luse products that are helpful for my well being as a senior and a veteran thanks for supporting me in this matter Sent from my iPhone

Outlook

FW: Lakeport Planning Commission Public comment

From: Paul Bernacchio <[redacted]>
Sent: Wednesday, January 14, 2026 11:25 AM
To: Victor Fernandez <vfernandez@cityoflakeport.com>
Subject: Lakeport Planning Commission Public comment

Hello Victor,

Could you please include this email in the public comments for tonight's meeting?

Good evening. My name is Paul Bernacchio, and I'm a local small business owner.

Lakeport's adopted 2024–25 budget says our finances are "challenged" and that we've had seven straight quarters of stagnant to slightly declining sales tax, which is the City's largest revenue source. At the county level, Transient Occupancy Tax—the hotel/bed tax tied to overnight visitors—was down in FY 2023–24 compared to FY 2022–23. That tells me we need more reasons for people to visit, stay, and spend in our community.

A well-regulated cannabis program can help: it creates jobs, fills commercial space, and supports local vendors—contractors, accountants, security, and more. And it moves cannabis activity into a system with testing, track-and-trace, strict ID checks, and tax reporting.

I'm also submitting a petition that I collected from community members at last year's Lake Fest event, who support allowing well-regulated cannabis businesses in Lakeport, because we want local jobs and local revenue with sensible rules.

I'm asking you to support cannabis businesses with strong local controls: smart zoning, caps if needed, clear operating hours, security requirements, and strict enforcement against nuisance behavior. The choice isn't cannabis or no cannabis—the choice is whether it's regulated and contributing to Lakeport, or unregulated and contributing nothing.

Thank you.
Paul Bernacchio

Petition to allow retail cannabis dispensaries in the city of Lakeport and allow on site sales at the fairgrounds

I am adding my name to this petition in support of the Lakeport City Council allowing retail cannabis dispensaries inside the city limits and allow on site sales to be conducted on the fairgrounds

Signature	Address
David Willis	[redacted]
Stephen White	
Stephanie White	
Shelly Willis	
Andrew Thurler	
John Houston	
[illegible]	
Yall Somerall	
Frank Gonzales	
Alex Carillus	
[illegible]	
Nicole L. Cotch	
[illegible]	
CJ McDonald	
Jesse Clover	
Rosa Hernandez	
[illegible]	
Chris Broyles	

Petition to allow retail cannabis dispensaries in the city of Lakeport and allow on site sales at the fairgrounds

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Signature	Address
Sue P Nall	[redacted]
Michael Green	
SANTOS Modesto	
Daniel Green	
Elena [illegible]	
Jonathan Purr	
Johnny Moore	
[illegible]	
Michele Pso.	
Shirley Espinoza	
Marissa [illegible]	
BRANDON HUMPHREY	
Suzy Weaver	
Francisco Rico	
[illegible]	
[illegible]	
[illegible]	
[illegible]	

Petition to allow retail cannabis dispensaries in the city of Lakeport and allow on site sales at the fairgrounds

I am adding my name to this petition in support of the Lakeport City Council allowing retail cannabis dispensaries inside the city limits and allow on site sales to be conducted on the fairgrounds

Signature	Address
[illegible]	[redacted]
[illegible]	
[illegible]	
[illegible] Lynderfor	
Sharon Warner	
Stacy Glisson	
Charles Gardin	
[illegible]	
Travis Nieto	
Aidan Nieto	
Angelica Cardoza	
[illegible] Reinus	
Arturo Garza	
Syria [illegible]	
Forrest Olsen	
Shaun Lane	
Tom Lane	
[illegible]	

Petition to allow retail cannabis dispensaries in the city of Lakeport and allow on site sales at the fairgrounds

I am adding my name to this petition in support of the Lakeport City Council allowing retail cannabis dispensaries inside the city limits and allow on site sales to be conducted on the fairgrounds

Signature	Address
	[redacted]
(Derek Durfee)	

Petition to allow retail cannabis dispensaries in the city of Lakeport and allow on site sales at the fairgrounds

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Signature	Address
Jennifer Cheek-Sawyer	[redacted]
Ryan Landry	
Colin Welch	

Petition to allow retail cannabis dispensaries in the city of Lakeport and allow on site sales at the fairgrounds

I am adding my name to this petition in support of the Lakeport City Council allowing retail cannabis dispensaries inside the city limits and allow on site sales to be conducted on the fairgrounds

Signature	Address
Zach Wilkinson	[redacted]
Nicole Williams	
Kirk Westphal	
Scott Nuttall	
Sean Cave	
Matthew Gray	
Monica Williams	
Brett Williams	
Jon Jimenez	
Ken Navarro	

Petition to allow retail cannabis dispensaries in the city of Lakeport and allow on site sales at the fairgrounds

I am adding my name to this petition in support of the Lakeport City Council allowing retail cannabis dispensaries inside the city limits and allow on site sales to be conducted on the fairgrounds

Signature	Address
[illegible]	[redacted]
Jacob Haskett	
[illegible]	
[illegible]	
[illegible]

Petition to allow retail cannabis dispensaries in the city of Lakeport and allow on site sales at the fairgrounds

I am adding my name to this petition in support of the Lakeport City Council allowing retail cannabis dispensaries inside the city limits and allow on site sales to be conducted on the fairgrounds

Signature	Address
Savannah Wilson	[redacted]
Dylan Hueners	
Derek Wells	
Jesse Lopez	
Lora Stone	
Ruth Perez	

Petition to allow retail cannabis dispensaries in the city of Lakeport and allow on site sales at the fairgrounds

I am adding my name to this petition in support of the Lakeport City Council allowing retail cannabis dispensaries inside the city limits and allow on site sales to be conducted on the fairgrounds

Signature	Address
Barton Councier	[redacted]
[illegible]	
[illegible]	
Christopher Thomas	
Jesse Pender	
[illegible]	
[illegible]	
[illegible]	
[illegible]	
[illegible]	
[illegible]	
Tori Modesto	
Santos Modesto	
Dana Adams	
Zac Modesto	
Amber Poff	
Cynthia Rodriguez	
Everardo Rami	

Petition to allow retail cannabis dispensaries in the city of Lakeport and allow on site sales at the fairgrounds

I am adding my name to this petition in support of the Lakeport City Council allowing retail cannabis dispensaries inside the city limits and allow on site sales to be conducted on the fairgrounds

Signature	Address
Matt Bunkes	[redacted]
[illegible]	
Jenny Wolsky	
Nicole M Lastrelo	
William A. Williams	
David [illegible]	
Kim Fetters	
Nicholas Ford	
Oliver Forseth	
Jerry Gully	
Lea Gavia	
ERIN McCARRICK	
Maria Mandra	
Danielle Fontenos	
Ashley Sandlin	
Michael Moreno	
Kristine Gonzalez	
Danny Ballesteros	
Zoe Richardson	

Petition to allow retail cannabis dispensaries in the city of Lakeport and allow on site sales at the fairgrounds

I am adding my name to this petition in support of the Lakeport City Council allowing retail cannabis dispensaries inside the city limits and allow on site sales to be conducted on the fairgrounds

Signature	Address
Robyn Bloom	[redacted]
Travis Acry	
[illegible]	
Alejandra Valdez	
Gary Judkert	
Christina Rawlings	
Kyle Karlsson	
Joni Harrison	
[illegible]	
Shawna Graham	

Outlook

FW: Cannabis event

From: Richard Derum [redacted]
Sent: Wednesday, January 14, 2026 3:32 PM
To: Victor Fernandez <vfernandez@cityoflakeport.com>
Subject: Cannabis event

Cannabis event at the fairgrounds

As the county see's most agriculture disappearing, grape production has fallen dramatically, the old style walnuts are not viable in the modern marketplace. Lake County Farmers are going to need a new agricultural crop that has high demand. We already have trained field workers and the perfect agricultural environment. Cannabis one agricultural product which shows the most promise. We are now in the pre-federally legalization of cannabis so Cannabis Farmers are facing incredible obstacles. This venue is a wonderful opportunity to show the very fine cannabis products that are produced here in the county. This event will be able to showcase the next most viable agricultural product.

With that we would be remiss if the attendees were not able to learn about Cannabis it's cultivation and all the products that are derived from it. To withhold sales on site would dissuade many people from attending, to see what Lake County has to offer. Cannabis is very tangible and attendees would like to manipulate and pick up the distinctive Terpene flavors of Lake County grown Cannabis. So I implore you that sales is crucial to attract attendees. To make the event even better would be if on site consumption were allowed. Just like in the wine industry, you would not want to feature wonderful wines if the attendees could not purchase and taste the wonderful terpins as that is the purpose of this event. Lake County has always promoted wine tasting rooms. Cannabis is not a strong intoxicant as is alcohol. So in the end, if this show is too showcase, Lake County, Cannabis, sales and consumption on site would make the show epic and profitable. Please consider as we are trying to save an industry that has taken a big hit in the past few years, we need to save the Farmers we have left, as their product is taxed highly in the county. Great added revenue.

Yours truly Richard Derum local cultivator.

Outlook

FW: Public Comment: Support for Agenda Item VII A - Commercial Cannabis Events (Skylark Shores Resort)

-----Original Message-----
From: Chris Steele [redacted]
Sent: Wednesday, January 14, 2026 3:37 PM
To: Victor Fernandez <vfernandez@cityoflakeport.com>
Cc: Ron.A - Skylark Shores Resort [redacted]
Subject: Public Comment: Support for Agenda Item VII A - Commercial Cannabis Events (Skylark Shores Resort)

Dear Honorable Mayor and Council Members,

I am writing on behalf of Skylark Shores Resort to express our enthusiastic support for Agenda Item VII A, the proposed ordinance amending the Lakeport Municipal Code regarding commercial cannabis events.

As a cornerstone of Lakeport's hospitality industry, we closely monitor upcoming events that drive tourism. We are particularly encouraged by the report from Community Development Director Joey Hejnowicz regarding the proposal for a temporary cannabis event at the Lake County Fairgrounds this spring.

The "Spring Factor" is critical for our business. After the slower winter months, high-profile events at the Fairgrounds are essential for:

- Driving Overnight Stays: Events with retail components attract out-of-town visitors who require local lodging.

- Seasonal Momentum: A successful event this spring sets a positive economic tone for the entire 2026 tourism season.

- Supporting Fairgrounds Sustainability: A thriving Fairground is a thriving Lakeport.

Skylark Shores Resort is fully prepared and ready to host the visitors these events will bring. We believe that by allowing these limited, regulated temporary events, the City is providing a vital tool for local businesses to capture early-season revenue and showcase Lakeport as a premier destination for diverse event programming.

We urge the Council to approve the recommended amendments to the Municipal Code. Thank you for your commitment to Lakeport's economic growth.

Sincerely,

Chris Steele
Skylark Shores Resort
1120 N. Main Street, Lakeport, CA 95453

Victor Fernandez

From: megan Valdez [redacted]
Sent: Wednesday, January 14, 2026 4:49 PM
To: Victor Fernandez
Subject: 5:30PM Positive cannabis Agenda Statement.

Hi Mr. Fernandez. My name is Megan Valdez and I was writing last minute on this cannabis agenda on schedule tonight at 5:30PM. I think cannabis events should be allowed to take place in the fairgrounds. Isolated events in which can be controlled through Moderation. Local law enforcement would have to cooperate with event organizers to uphold laws and standards in the community. I would recommend also security management is hired by event planners for such events to make sure no one who is underage has access to these events.

I do not think having these events would be unhealthy. I think people have a right to be who they are and such events would not only bring in revenue but tourism. Which hey, all the locals could enjoy the benefits of such events. People who are high regardless of- if one in the party driving is the sober one.. Everyone gets munchies and I don't think violent offenses would be committed either by allowing such contained events. Again it brings people to town and that is good for all businesses. I believe a draft of rules for these type of events would have to be drawn and written up. Then the plans/rules submitted to the county for review. This means submission of a detailed plan as to what the event should look like start to finish. Event wristbands and IDs accompanied with any standards approved. County could disband any unpermitted event from taking place.

Most people who smoke pot recreationally or medicinally still enjoy the outdoors and getting out. It would be a great way for these individuals to socialize publicly. They bring friends and foot traffic with them. It would also give cannabis dispensaries an opportunity to do some fun community events to support the ongoing needs or entertainment/marketing of their patients and consumers, that brings more business. And who doesn't love money and good vibing happy folk? 😊

Thank you for your consideration-Megan Valdez. Residence: Lake County 18 years. [redacted]

I'm 41 years old.

Sent from my Verizon, Samsung Galaxy smartphone
Get Outlook for Android

Outlook

Temporary cannabis event Lake County Fairgrounds 2026

From Kirk Andrus [redacted]
Date Mon 2026-02-02 10:45 PM
To Virtual Host <virtualhost@cityoflakeport.com>
Cc [redacted]

Dear Mayor Disney,

I am a board member for the Lake County fair. Unfortunately I'm out of town and therefore I submit this statement. These views are my own.

I strongly endorse the proposed change in the city code to allow for temporary cannabis events to take place within the city limits, specifically at the 49th District Ag Association Lake County Fairgrounds.

I participated in planning this event along with the other board members and our fair manager. I feel we have been diligent in pursuing a safe, entertaining and educational event which centers around cannabis, an important agricultural commodity in our county.

I am confident the main areas of concern, security, safety, monitoring event goers for impairment and prohibiting minors from consumption have been addressed.

Fairs throughout the state struggle financially and events such as this are an important endeavor in addressing this reality.

Done responsibly this event will benefit the fair, the city of Lakeport and the county.

Sincerely,

Kirk G Andrus MD

Outlook

FW: Lakeport CIty Council public comment

From Victor Fernandez <vfernandez@cityoflakeport.com>
Date Tue 2026-02-03 1:58 PM
To Hilary Britton <hbritton@cityoflakeport.com>
Cc Joey Hejnowicz <jhejnowicz@cityoflakeport.com>

1 attachment (2 MB)
Lakeport city council petition.pdf;

Hello Hilary,

Below is the public comment we received for tonight's cannabis item. I believe the petition they attached in their email is already included as an attachment to the agenda package.

Thanks!

Victor Fernandez
Planning Services Manager

City of Lakeport
225 Park Street
Lakeport, CA 95453

Phone: (707) 263-5615 x203
Fax: (707) 263-8584
www.cityoflakeport.com

Online Permit Portal
lakeportca.portal.opengov.com

From: Paul Bernacchio [redacted]
Sent: Tuesday, February 3, 2026 1:39 PM
To: Victor Fernandez <vfernandez@cityoflakeport.com>
Subject: Lakeport CIty Council public comment

Hello Victor,

If it isn't too late can you please include these comments for tonights meeting:

Good evening,

My name is Paul Bernacchio, and I am a local small business owner. I wanted to voice my support for allowing on-site cannabis sales at the fairgrounds, as well as for the broader concept of Lake and Bake.

The proposal put forward by Mr. Jacoby would provide meaningful support to small farmers in Lake County while creating a unique event that draws visitors to the area. From an industry perspective, there is nothing comparable currently happening in Northern California, and this concept has the potential to rival what the Emerald Cup once was.

I assisted with Lake Fest and can say that, while it was a successful event, the absence of on-site sales was a notable limitation. Many industry stakeholders I've spoken with are enthusiastic about the opportunity this event could present.

I would also like to respectfully request that, at a future date, the Board re-evaluate the City of Lakeport's cannabis licensing program. I am submitting a petition collected at Lake Fest along with these comments, which reflect a clear desire among residents and local business owners to improve cannabis access within the city.

Lakeport's adopted 2024–25 budget notes that city finances are "challenged," with seven consecutive quarters of stagnant or slightly declining sales tax revenue—our largest revenue source. At the county level, Transient Occupancy Tax declined in FY 2023–24 compared to FY 2022–23. These trends highlight the need for new attractions that encourage visitors to come, stay, and spend in our community.

Thank you for your time and consideration.

Outlook

For Public Comment

From Scott Knickmeyer [redacted]
Date Mon 2026-02-02 11:47 AM
To Virtual Host <virtualhost@cityoflakeport.com>

Greetings,

Regarding Agenda item

VI. Public Hearing
A. Commercial Cannabis Ordinance Amendments

For public comment:

This type of event takes away from community fundraising events. Two years ago a similar event without the sales of cannabis took away 50% of the business from a local fundraiser that was held on the same day. This type of event does raise tax revenue for the City, but does nothing to benefit community organizations.

Secondly, there is a one ounce limit on daily purchases of cannabis. How will this be enforced?

Regards,

Scott Knickmeyer
Lake County Citizen

Sent from my iPad

Outlook

FOR PUBLIC COMMENT

From Erin McCarrick [redacted]
Date Tue 2026-02-03 2:58 PM
To Virtual Host <virtualhost@cityoflakeport.com>

Hello Lakeport City Council -

This email is in support of the item on the public hearing this evening -

Introduce and waive first reading of an Ordinance amending Sections 5.34.020 ("Definitions") and 5.34.090 ("Commercial Cannabis Performance Standards") of Chapter 5.34 ("Commercial Cannabis") of Title 5 ("Business Taxes, Licenses and Regulations") of the Lakeport Municipal Code to allow limited temporary cannabis events at the Lake County Fairgrounds, as presented; and further find that the proposed ordinance is in the public interest, consistent with the Lakeport General Plan, will not be detrimental to the public health, safety, and welfare, and is exempt from the California Environmental Quality Act pursuant to CEQA Guidelines Sections 15301 and 15061(b)(3).

Here are some bullet points to support this Ordinance:

- An event that aimed to celebrate cannabis (Lakefest) was held in 2024 without any adverse instances.
- That event brought many groups together with a singular focus of enjoyment and celebration not only of cannabis but of community in general.
- The event allowed alcohol sales and personal cannabis consumption. Again, without incident. The officers onsite said it was an easy event to monitor.
- If there were to be an event that allowed for sale of cannabis product onsite, the farms in Lake County could highlight their product. If there were also alcohol sales again, local wineries could be highlighted.
- Events like this, will bring all communities around the Lake together
- They will bring in people from across the cannabis industry which only supports the industry inside Lake County.
- With the movement of the Emerald Cup out of Santa Rosa, this region could benefit from a local cannabis focused event.

CITY OF LAKEPORT

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

STAFF REPORT

RE: Annual Public Hearing Review of Employee Vacancy Rates in Conformance with AB2561 (GC §3502.3)	**MEETING DATE:** 2/17/2026
SUBMITTED BY: Kelly Buendia, Administrative Services Director	
PURPOSE OF REPORT: ☒Information only ☐ Discussion ☐Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

Receive and file this report and conduct the required public hearing pursuant to Government Code § 3502.3.

BACKGROUND:

Assembly Bill 2561 amended the Meyers-Milias-Brown Act to require public agencies to annually present information regarding employee vacancies and recruitment and retention efforts at a public hearing. Government Code § 3502.3(a)(1) requires that this information be presented at least once per fiscal year, regardless of the level of vacancies.

Subdivision (c) of the statute establishes a separate requirement for additional disclosures, which applies only when vacancies within a single bargaining unit meet or exceed 20 percent of authorized full-time positions, and upon request of the recognized employee organization. The 20 percent threshold does not determine whether a public hearing is required; rather, it determines whether additional information must be presented during the required hearing.

This report is prepared to support the City's annual public hearing obligation and to document vacancy levels by bargaining unit.

DISCUSSION:

Vacancy rates were calculated by comparing authorized full-time positions to the average number of filled positions during the reporting period. The resulting average vacant positions were divided by authorized positions to determine the vacancy rate for each bargaining unit.

This report presents vacancy data only. Vacancy rate is the sole metric used to determine applicability of Government Code § 3502.3(c). Because the statutory vacancy threshold was not met, no additional disclosures or public hearing were required.

CY 2025 Vacancy Rates	
Lakeport Employees' Association	0.0%
Lakeport Police Officers' Association	11.8%
Lakeport Management Employees	10.5%

In compliance with Government Code section 3502.3, staff has conducted an ongoing review of recruitment policies, procedures, and hiring practices to identify potential barriers within the hiring process. This review has resulted in procedural adjustments intended to improve hiring efficiency, enhance communication with candidates, and reduce unnecessary delays while maintaining professional and regulatory standards. The City also maintains continuous recruitment for hard-to-fill classifications and periodically increases targeted outreach efforts, including the use of boosted social media postings and evaluation of entry-level testing opportunities such as POST Entry-Level Law Enforcement Test Battery (PELLETB) advertising.

While recent efforts have focused on streamlining internal processes, staff recognizes that recruitment effectiveness can be further strengthened through enhanced employer branding. Accordingly, the City continues to evaluate opportunities to improve recruitment messaging through professional marketing and design support, updates to the City's careers webpage, and expanded use of professional networking platforms to better communicate organizational culture, career pathways, and the benefits of employment with the City.

SUMMARY:

This report fulfills the City's annual obligation under Government Code § 3502.3 to publicly present employee vacancy information. Vacancy rates for all reviewed bargaining units remained below the statutory threshold that would require additional disclosures. The report is submitted for review, transparency, and recordkeeping.

OPTIONS:

Receive the presentation. No action required.

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:

This item is information only.

☒ **Attachments:**

1. 2024-25 Budget Position Summary by Unit
2. 2025-26 Budget Position Summary by Unit
3. 2025 Vacancy Rate Calculations - LEA
4. 2025 Vacancy Rate Calculations – POA
5. 2025 Vacancy Rate Calculations – Management
6. Historical Overview of Recruitment & Retention Efforts
7. Police Recruitment & Retention Program

City of Lakeport
Fiscal Year 2024-25
Position Summary

Classification Title	Proposed 2024-25 FTE			
Administrative Analyst	2.00	LEA/CONF		
Administrative Specialist	2.00	LEA/CONF		
Assistant/Associate Planner	1.00	LEA/CONF		
Deputy City Clerk	1.00	LEA/CONF		
Electrical Mechanic Technician	1.00	LEA/CONF		
Equipment Mechanic	1.00	LEA/CONF		
Financial Services Specialist	3.50	LEA/CONF		
GIS/Asset Manager	1.00	LEA/CONF		
Maintenance Worker	6.00	LEA/CONF		
Parks Foreman	-	LEA/CONF		
Parks Leadworker	1.00	LEA/CONF		
Parks Maintenance Worker	2.00	LEA/CONF		
Police Records and Evidence Clerk	1.00	LEA/CONF		
Police Records Supervisor	1.00	LEA/CONF		
Projects Coordinator	2.00	LEA/CONF		
Utilities Operator	4.00	LEA/CONF		
Utilities Supervisor	2.00	LEA/CONF		
Wastewater Facilities Supervisor	-			
Water Supervisor	-			
		31.50	**31.00**	(remove overstaff position)
Police Flexible Classifications	11.00	POA		
		11.00		
Admin Services Director/ City Clerk	1.00	UM/CM		
Assistant City Manager/ Finance Director	1.00	UM/CM		
Chief Building Official	1.00	UM/CM		
City Manager	1.00	UM/CM		
Community Development Director	1.00	UM/CM		
Compliance Officer	1.00	UM/CM		
Government Accountant	1.00	UM/CM		
Police Chief	1.00	UM/CM		
Police Lieutenant /Captain	1.00	UM/CM		
Public Works Director	1.00	UM/CM		
Public Works Superintendent	1.00	UM/CM		
Utilities Director	1.00	UM/CM		
Utilities Superintendent	1.00	UM/CM		
		13.00		
Extra Help Building Inspector	0.50	NONE		
Extra Help Projects Coordinator	0.50	NONE		
Building Inspector	-			
Community Development Technician	-			
Finance Director	-			
Police Officer	-			
Police Officer (School Resource Officer)	-			
Police Part-time Help	-			
Police Sergeant	-			
Public Works Extra Help	-			
Public Works Foreman	-			
Total FTE	56.50			56.00

City of Lakeport
Fiscal Year 2025-26
Position Summary

Classification Title	Proposed 2025-26 FTE		
Administrative Analyst	2.00	LEA/CONF	
Administrative Specialist	2.00	LEA/CONF	
Assistant/Associate Planner	-	LEA/CONF	
Deputy City Clerk	1.00	LEA/CONF	
Electrical Mechanic Technician	1.00	LEA/CONF	
Equipment Mechanic	1.00	LEA/CONF	
Financial Services Specialist	3.00	LEA/CONF	
GIS/Asset Manager	1.00	LEA/CONF	
Maintenance Worker	6.00	LEA/CONF	
Parks Leadworker	-	LEA/CONF	
Parks Maintenance Foreman	1.00	LEA/CONF	
Parks Maintenance Worker	2.00	LEA/CONF	
Police Records and Evidence Clerk	1.00	LEA/CONF	
Police Records Supervisor	1.00	LEA/CONF	
Projects Coordinator	2.00	LEA/CONF	
Utilities Operator	4.00	LEA/CONF	
Utilities Supervisor	2.00	LEA/CONF	
		30.00	**FULL TIME EQUIVALENTS**
Police Flexible Classifications	11.00	POA	
		11.00	**FULL TIME EQUIVALENTS**
Admin Services Director/ City Clerk	1.00	UM/CM	
Assistant City Manager/ Finance Director	-	UM/CM	
Chief Building Official	1.00	UM/CM	
City Manager	1.00	UM/CM	
Community Development Director	1.00	UM/CM	
Compliance Officer	1.00	UM/CM	
Finance Director	1.00	UM/CM	
Government Accountant	1.00	UM/CM	
Planning Services Manager	1.00	UM/CM	
Police Chief	1.00	UM/CM	
Police Lieutenant /Captain	1.00	UM/CM	
Public Works Director	1.00	UM/CM	
Public Works Superintendent	1.00	UM/CM	
Utilities Director	1.00	UM/CM	
Utilities Superintendent	1.00	UM/CM	
		14.00	**FULL TIME EQUIVALENTS**
Extra Help Building Inspector	0.50	NONE	
Extra Help Projects Coordinator	0.50	NONE	
Building Inspector	-		
Community Development Technician	-		
Police Officer	-		
Police Officer (School Resource Officer)	-		
Police Part-time Help	-		
Police Sergeant	-		
Public Works Extra Help	-		
Public Works Foreman	-		

Wastewater Facilities Supervisor	-		
Water Supervisor	-		
Total FTE	56.00	**55.00**	**REPRESENTED POSITIONS**

CALENDAR YEAR 2025

LAKEPORT EMPLOYEES' ASSOCIATION

Period	Terminated Employees	Avg. Employee Count	*Adjustments	Avg. Employee Count (Adjusted)	Fiscal Year
January	0	31	-1	30	24-25
February	0	32	-1	31	24-25
March	0	32	-1	31	24-25
April	0	32	-1	31	24-25
May	0	32	-1	31	24-25
June	0	32	-1	31	24-25
July	0	32	-1	31	25-26
August	0	32	-1	31	25-26
September	0	31	-1	30	25-26
October	0	31	-1	30	25-26
November	1	31	-1	30	25-26
December (MTD)	0	30	-1	29	25-26
Total	**1**	**31.5**		**30.5**	

*Adjustment for Inactive Employee

Vacancy Rate Calculations - Lakeport Employees' Association	
*Budgeted Full Time Equivalent Positions	30.5
*Less: Average Filled Positions	30.5
Average Vacant Positions	0
Vacancy Rate	**0.0%**

*Budgeted FTE's from Position Summary (Averaged for the calendar year)

**Employee Count from the Turnover Report

CALENDAR YEAR 2025

LAKEPORT POLICE OFFICERS' ASSOCIATION

Period	Terminated Employees	Avg. Employee Count	Adjustments	Avg. Employee Count (Adjusted)	Fiscal Year
January	0	9	0	9	24-25
February	0	9	0	9	24-25
March	0	9	0	9	24-25
April	0	9	0	9	24-25
May	0	9	0	9	24-25
June	0	9	0	9	24-25
July	0	11	0	11	25-26
August	1	11	0	11	25-26
September	0	10	0	10	25-26
October	1	10	0	10	25-26
November	0	9	0	9	25-26
December	0	11	0	11	25-26
Total	**2**	**9.7**		**9.7**	

Vacancy Rate Calculations - Lakeport Police Officers' Association	
Budgeted Full Time Equivalent Positions	11
*Less: Average Filled Positions	9.7
Average Vacant Positions	1.3
Vacancy Rate	**11.8%**

*Budgeted FTE's from Position Summary (Averaged for the calendar year)

**Employee Count from the Turnover Report

CALENDAR YEAR 2025

LAKEPORT MANAGEMENT EMPLOYEES

Period	Terminated Employees	Avg. Employee Count	Adjustments	Avg. Employee Count (Adjusted)	Fiscal Year
January	0	12	0	12	24-25
February	1	12	0	12	24-25
March	0	11	0	11	24-25
April	0	11	0	11	24-25
May	0	11	0	11	24-25
June	0	12	0	12	24-25
July	0	12	0	12	25-26
August	0	12	0	12	25-26
September	0	13	0	13	25-26
October	0	13	0	13	25-26
November	0	13	0	13	25-26
December (MTD)	0	13	0	13	25-26
Total	**1**	**12.1**		**12.08**	

Vacancy Rate Calculations - Management	
*Budgeted Full Time Equivalent Positions	13.5
*Less: Average Filled Positions	12.08
Average Vacant Positions	1.42
Vacancy Rate	**10.5%**

*Budgeted FTE's from Position Summary (Averaged for the calendar year)

**Employee Count from the Turnover Report

City of Lakeport

Historical Overview of Recruitment and Retention Efforts

Purpose of This Attachment

This document is provided as a companion attachment to the City's annual AB 2561 (Government Code § 3502.3) staff report. Its purpose is to summarize the City of Lakeport's ongoing recruitment and retention efforts over multiple years, provide historical context for current strategies, and avoid repetition of prior staff reports within the current year's report. This attachment is intended for reference and informational purposes only.

Citywide Recruitment and Hiring Context

Like many small and rural public agencies, the City of Lakeport has experienced ongoing challenges in attracting qualified applicants across multiple classifications. These challenges have been influenced by a limited regional labor pool, increased competition among public agencies, and extended hiring timelines driven by background, certification, and training requirements. In response, the City has consistently evaluated and adjusted recruitment methods to reduce barriers to entry, improve candidate experience, and maintain service levels.

Across departments, the City has emphasized transparency in recruitment, timely communication with applicants, and periodic review of hiring policies and procedures to ensure they do not unintentionally impede successful hiring outcomes. Human Resources staff regularly assess recruitment practices and coordinate with department leadership to identify opportunities for improvement.

Police Department Recruitment History

Recruitment challenges within the Police Department have been particularly acute and predate the enactment of AB 2561. As early as 2015, the City observed a decline in qualified police officer applicants and began implementing targeted strategies to remain competitive.

Key historical efforts have included:

- Implementation of a police academy reimbursement program to attract academy graduates
- Development of a Police Officer Trainee program, allowing candidates to be hired and sponsored through the academy in exchange for a service commitment
- Sponsorship of multiple trainees through the academy since 2016, recognizing that this approach increases long-term staffing stability despite longer onboarding timelines

While these programs have been largely successful, the City has acknowledged that the time from recruitment to deployment for sworn personnel can exceed one year, necessitating proactive workforce planning.

Police Recruitment and Retention Program Policy

In recognition of sustained recruitment difficulties and evolving labor market conditions, the City Council adopted the Police Recruitment and Retention Program Policy in December 2022. This policy formalized and expanded the City's recruitment toolkit by authorizing:

- Hiring and referral incentives for sworn police classifications
- Flexible hiring across police classifications to best match operational needs and candidate qualifications
- Additional capacity budgeting to allow overstaffing in anticipation of known or projected vacancies

This policy provides administrative flexibility to respond to changing staffing conditions while maintaining minimum patrol staffing levels necessary for public safety. The program is administered through the budget process and is designed to be temporary, subject to periodic evaluation based on staffing stability, applicant pool strength, and fiscal conditions. A full copy of the policy is available as an attachment to the annual AB 2561 staff report. □filecite□turn0file1□

Ongoing Evaluation and Continuous Improvement

Consistent with AB 2561 requirements, City staff routinely review recruitment policies, procedures, and practices to identify potential obstacles in the hiring process and implement improvements where feasible. Recent and ongoing recruitment enhancements include:

- Implementation of recruitment software to enhance applicant tracking and communication
- Ongoing, consistent communication with candidates throughout the hiring process
- Allowing candidates to retake written examinations where appropriate
- Elimination of redundant testing components to reduce unnecessary delays
- Providing guidance and support to help candidates successfully complete physical agility testing
- Establishment of in-house background investigators to improve efficiency and reduce processing time

In addition, the City maintains continuous recruitment for hard-to-fill classifications and periodically increases targeted outreach efforts, including the use of boosted social media postings. Staff also considers advertising POST Entry-Level Law Enforcement Test Battery (PELLETB) testing opportunities to expand the entry-level applicant pipeline.

Recognizing the importance of employer branding in a competitive labor market, the City continues to evaluate opportunities to strengthen recruitment messaging. Potential enhancements include incorporating professional marketing content and design support, refreshing the City's careers webpage, and expanding the City's LinkedIn presence to better communicate organizational culture, career

pathways, and the benefits of public service employment. These efforts are intended to position the City as an employer of choice while maintaining transparency and consistency in recruitment practices.

CITY OF LAKEPORT

ADMINISTRATIVE POLICY
Police Recruitment & Retention Program Policy
Adopted December 06, 2022
Effective December 07, 2022

Whereas, the City of Lakeport is experiencing a diminished pool of well-qualified candidates for sworn police officer positions; and

Whereas, the City of Lakeport is not unique in that agencies locally, statewide, and nationally are contending with this same shortage of candidates.

Therefore, the City Council authorized the City Manager to implement a recruitment and retention incentive program to attract and retain highly qualified personnel for hard-to-fill positions within the police ranks and to keep police staffing at optimal levels.

1. Purpose

It is the purpose of this policy of the City of Lakeport ("City") to have a Police Recruitment and Retention Program designed to enhance the City's ability to fill vacancies within the police ranks when the city has been having difficulty obtaining a significant qualified applicant pool due to job market conditions. This policy provides guidelines as to when and how the program should be administered.

2. Policy

2.1 Hiring and Referral Incentives: This program includes both hiring and referral incentives. Hiring incentives are provided to successful applicants who are hired as police officers. The referral award is provided to the employee who makes a successful referral for a police officer recruitment.

2.2 Flexible Hiring: This program includes flexibility in hiring amongst police classifications to best serve the needs of the department and/or take advantage of placing a desirable candidate in the best suited classification.

2.3 Additional Capacity Budgeting: This program includes budgeting beyond thirteen (13) sworn to create additional capacity to recruit and hire in anticipation of known circumstances that will affect staffing levels.

3. Incentive Program

3.1 Hiring Incentive. The City Manager is authorized to create a Hiring Incentive Program for the classifications of Police Officer I/II/III; Police Sergeant or Police Detective. The amount of the bonus shall not exceed ten thousand dollars ($10,000) per candidate and is subject to available

funding. Fifty percent of the incentive will be paid with the new employee's first paycheck and is subject to state and federal income tax regulations and withholdings. After successful completion of the department's Field Training program by the new employee, the second installment shall be awarded to the new employee.

3.2 Academy Reimbursement. The City Manager has the discretion to reimburse the successful candidate for the POST approved academy costs. Upon submission of receipts, candidate is eligible for up to $6,000 in reimbursement for eligible academy costs including, but not limited to, the following: Course Cost Tuition, Material fees, Driving fees, Textbooks, Uniforms, Boots, Ammunition, Hearing & Eye protection, Facility use fees. Candidate is eligible if academy was completed within two years of the conditional offer of employment from the City of Lakeport.

3.3 Vacation Leave Accrual Rate. The City Manager is authorized to consider prior years of continuous public sector service for vacation leave accrual.

3.4 Referral Incentive. A referral incentive up to the amount of one-thousand five-hundred dollars ($1,500) shall be paid to a current full-time City employee who refers an applicant for employment as a Police Officer I/II/III; Police Sergeant or Police Detective, . The person referred must identify the City employee responsible for the referral on the official City employment application at the time of filing. The incentive will only be paid to those employees who are in active status on the date the employee successfully completes the Field Training program.

Fifty percent of the referral incentive will be paid at the time of hire of the referred employee and is subject to state and federal income tax regulations and withholdings. After the new employee's successful completion of the department's Field Training program, the second installment shall be awarded to the referring employee.

Any regular full-time employee is eligible for the referral award except staff with direct responsibility for recruitment or the pre-employment selection process for the candidate.

Any questions regarding eligibility will be referred to the City Manager or Administrative Services Director.

4. Flexible Hiring Program

The City Manager is authorized to create a flexible hiring program which will be administered through the budget process. The budget's Position Allocation Summary will be designated with "Police Flexible Classifications" and the number of full-time equivalents (FTE's). The City Manager may allow hiring of any combination of Police Officer I/II/III, Sergeant, or Detective which does not exceed the allocated number of FTE's.

For example: should a candidate become known to the department that is best suited as a Police Detective and an operational need exists, the City Manager is authorized to hire the candidate as a Police Detective without further approval of the City Council. The City Manager may also use their discretion to hire non-sworn positions that relieve duties of sworn Officers, such as a Community Services Officer.

5. Additional Capacity Budgeting

When the City Manager becomes aware of circumstances that could reduce the patrol force to nine

(9) or less officers, the City Manager may implement a plan to keep staffing at optimal levels. Such circumstances could include anticipated vacancies through retirement, other job opportunities, separation for disciplinary reasons, illness, or leave of absence. The City Manager may also consider standard turnover loss rates of two per year.

Nine (9) patrol staff (not including the Chief and Lieutenant/Captain) is considered the minimum number of Officers/Sergeants/Detectives to cover around-the-clock community response, basic supervision, and officer safety. This includes two (2) day shifts, two (2) swing shifts, two (2) graveyard shifts, two (2) cover shifts and a School Resource Officer.

This program will be administered through the budgeting process and will give the City Manager authority to hire up to two additional officers or trainees in anticipation of turnover. The City Manager will take into consideration the number of officers currently eligible to work patrol shifts and the timeline needed to recruit, background, train through police academy, completion of the Field Training program or other appropriate training.

The Additional Capacity Budgeting program is meant to exist until staffing levels are stabilized. When determining whether to continue this program, the City Manager will consider city general fund reserve levels, job market stability, the number of qualified applicants received on a recurring basis, and the timeline to bring existing force to a safe and stable experience level.

It is the goal of the program to maintain a patrol force of eleven (11) officers. Implementation of the program could result in staffing levels over eleven (11) and spending of general fund reserve. Either of these results from implementation of this program are to be considered temporary in nature.

6. Approval:

This policy was approved by the City Council on December 06, 2022.

E-SIGNED by Kevin M. Ingram
on 2022-12-07 12:10:07 PST

Kevin M. Ingram

City Manager

CITY OF LAKEPORT

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

STAFF REPORT

RE: Appointment to the Lakeport Fire Protection District	**MEETING DATE:** 02/17/2026
SUBMITTED BY: Kelly Buendia, City Clerk	
PURPOSE OF REPORT: ☐ Information only ☐ Discussion ☒ Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:
The City Council is being asked to appoint Joseph Szupello to the Lakeport Fire Protection District to complete the term of Jeff Warrenburg who has resigned effective this month.

BACKGROUND/DISCUSSION:
The Lakeport Fire Protection District is an independent special district serving the greater Lakeport Area. Health and Safety Code section 13837 provides that the District board may be either elected or appointed by the county board of supervisors and the city councils in which the District is located. Those governing bodies appoint directors to that board according to the proportionate share of the population within the district.

City Council Resolution 2695 (2018) established a protocol for the appointments to the District Board. The Council appoints two (2) members to a five (5) member board of directors. The remaining three (3) members are appointed by the Lake County Board of Supervisors. Members of the board of directors serve four-year terms and must be residents of the District.

Jeff Warrenburg was appointed to the Board in December 2022 for a four year term. This appointment is to fill a mid-term vacancy due to his resignation. The term of office for this appointment expires December 31st, 2026.

Recruitment to fill this vacancy was done by a press release that went out to all local media and by advertising on the City's website/social media. The City received one application, from Joseph Szupello, in response to the recruitment.

The City Clerk is presenting Joseph Szupello as a candidate for the Board for Council consideration. The applicant resides in the District and his application attached to this report.

OPTIONS:
Choose Joseph Szupello to serve on the Lakeport Fire Protection District Board; or
Direct staff to further advertise the positions.

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 appoint Joseph Szupello to the Lakeport Fire Protection District effective February 17, 2026 and expiring December 31, 2026.

☒ **Attachments:**

1. List of 2026 Board members and terms
2. Application from Joseph Szupello

LAKEPORT FIRE PROTECTION DISTRICT BOARD

This Board meets at 5:30 PM on the second Tuesday of each month at 445 N. Main St., Lakeport CA 95453, Lakeport, CA. City Director appointees must reside within the City limits. Directors serve a 4-year term.

BOARD MEMBER	DATE APPOINTED	TERM ENDS
Andrew Britton	November 21, 2023	**December 31, 2027**
Jeff Warrenburg	December 13, 2022	**December 31, 2026**

APPLICATION FOR APPOINTMENT TO THE CITY OF LAKEPORT ADVISORY BOARD, COMMISSION, OR COMMITTEE

RECEIVED
JAN 13 2026
BY: SP

Committee or Commission applying for (Please check one):
Lakeport Economic Development Advisory Committee (LEDAC) ☐
Measure Z Advisory Committee (MZAC) ☐
Lake County Vector Control District Board ☐
Lakeport Fire Protection District Board ■
Planning Commission ☐

APPLICANT NAME: Joseph Szupello	
ADDRESS: [redacted]	
HOME PHONE: [redacted]	**WORK PHONE:** [redacted]
EMAIL ADDRESS: [redacted]	

Please include a brief statement as to why you would like to serve, what special qualifications or experience you may have for the position and/or any other information you would like to include as part of your application:

I was a volunteer with Lakeport for 5 years, I was a volunteer with Potter Valley and Ukiah city for roughly 8 years. I own a business that grosses over 4 million a year and employ 27 residents of our county. Im good with numbers and I have common sense to try to do the right thing. I have strong skills in diffusing tough situation. I love my city and surrounding towns. I wish to help provide solutions to maintain a fire safe community. I moved here in 1980 and I just really don't see any other place i would want to call home. I have officated high school sports since 1993. I have dedicated my time to this community. I wish to keep dedicating my time as well.

(Continue on reverse side if necessary, or attach additional information)

Signature: Joseph Szupello	Date: 01/13/2026

Please return form to: City Clerk
City of Lakeport
225 Park Street
Lakeport, CA 95453

Email to: admininfo@cityoflakeport.com

FOR CITY USE ONLY - APPLICANT, PLEASE DO NOT COMPLETE THIS SECTION

Appointment: ☐ **Approved** ☐ **Denied**	**Length of Term:** From_____to_____	**Date:**

CITY OF LAKEPORT

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

STAFF REPORT

RE: Police Statistics, Training Report, and Use of Force Analysis Report for Calendar Year 2025	**MEETING DATE:** 2/17/2026
SUBMITTED BY: Police Chief Dale Stoebe	
PURPOSE OF REPORT: ☐Information only ☐ Discussion ☒Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to receive and file reports on the Police Statistics, Training, and Use of Force Analysis for 2025.

BACKGROUND/DISCUSSION:

The Police Chief will present reports regarding police statistics and training for 2025 to include response times, number of incidents, types of crimes, number of arrests, use of force analysis report, and staff training information for the previous calendar year.

OPTIONS:

Receive and file reports unless City Council wishes to provide alternative direction to 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:

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:

Motion to receive and file reports on the Police Statistics, Training, and Use of Force Analysis for 2025 as presented.

☒ **Attachments:**

1. Annual Crime Stats - 2025
2. Training Report - 2025
3. Use of Force Analysis Report - 2025

Stat Type	2021	2022	2023	2024	2025
Priority 1 (Emergency) Response Times	3min 21 sec	3min 09sec	2min 53sec	3min14sec	2min47sec
Priority 2 (Non- Emergency) Response Times	4min 57 sec	5min 46sec	5min 48sec	5min3sec	4min48sec
Priority 3 (Cold Calls) Response Times	6min 22 sec	8min 18sec	5min 06sec	4miin33sec	4min08sec
# of Calls for Service	6369	6452	5963	6100	5915
# of Traffic Stops	552	514	916	1027	1006
# of Officer Initiated Incidents	1864	1556	2051	2129	1852
Total # of incidents	8785	8522	8930	9256	8773
Concentrated Extra Patrol				198	700
Foot Patrol Events				230	146
Crimes:					
Homicide	1	0	0	0	1
Rape	4	3	3	4	4
Robbery	0	5	2	4	4
Assault	90	10	10	39	22
Burglary	22	27	38	20	28
Larceny	74	96	82	40	76
Stolen Vehicles	37	22	35	17	16
Arson	2	2	2	2	1
Domestic Violence	27	29	51	33	33
Arrests:					
Misdemeanor	230	308	393	176	209
Felony	68	74	116	92	118
Traffic Related:					
DUI Arrests	34	55	76	25	32
DUI Offenses	68	56	81	48	55
Traffic Collisions	31	35	66	28	40
Property Damage Only	14	24	38	0	1
Parking Citations	26	29	86	21	37
Moving Citations	31	18	16	10	9
Infraction Citations	13	20	82	42	62
Cases Taken:					
# of Cases	866	994	1156	945	829
# of Suspended Cases	158	189	168	88	96
Invesitgations:					
Cases Worked				185	
Search Warrant Affidavits				73	

Canine Activities:					
LPD Deployments:				5	
Apprehensions:				0	N/A
Canine Use of Force:				0	N/A
LPD Narcotics Searches:				17	N/A
Alerts:				2	N/A
No Alerts:				16	N/A
Mutual Aid Deployments:				3	N/A
Apprehensions:				0	N/A
Canine Use of Force:				0	N/A
Mutual Aid Narcotics Searches:				21	N/A
Alerts:				6	N/A
No Alterts:				15	N/A
Training Hours:				202.125	N/A
Seizures/Notations:				$4k Asset Forfeiture/11.49oz Fentanyl	
Seizure/Notation: Continued				Sales Evidence	
Internal Behavioral Health Analytics					
# Contacts					40
# People Resources Provided/Taken					24

LPD Training Report 2025

Training Topic	Hours
Bias Awareness	36
Crisis Intervention/ De-Escalation	100.25
Detective/Investigations	88
DUI/Drug Influence Investigations	58
Employee Development *	542.25
Firearms	58
K9 Training	111.5
Miscellaneous	400.5
Perishable Skills (Non-Firearms)	110
Policy (DTB)	99
SWAT	119.5

Total Training Hours: 1723

Notable Training:

- Significant training hours were dedicated to developing staff; e.g. 450 training hours spent on leadership training and development at all levels of the organization
- Staff spent time collaborating with local, regional, and state partners during approximately 839 personnel hours of training. This off-site training is critical to promoting partnerships and bringing best practices to the citizens of the City of Lakeport

***NOTE** "Employee Development" Training Includes Topics like: Train the trainer, specialized task/skill training, organizational wellness training and other similar topics.

Prepared By:
Sergeant Todd Freitas
Lakeport Police Department

1/27/2026

Lexipol Daily Training Bulletin (DTB) Report 2024														
Issued DTBs	28	28	28	28	29	28	28	28	26	28	28	27	334	99
Employee/ Month	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**12**	**Total**	**APPRX HRS**
Altamirano	28	29	27	27	26	26	28	26	27	30	28	29	331	11
Cooley	28	29	27	27	26	26	28	26	27	30	28	29	331	11
Eldred	28	29	27	27	26	26	28	26	27	30	28	29	331	11
Freitas	28	29	27	27	26	26	28	26	27	30	28	29	331	11
Gonzalez	3	2	0	0	0	0	0	0	0	0	0	0	5	0
Minnehan	0	0	0	0	0	0	0	0	0	0	28	29	57	1
Moreno	28	29	27	27	26	26	28	26	27	30	28	23	325	10
Morfin	28	29	27	27	26	26	28	26	27	30	28	29	331	11
Onate	28	29	27	27	26	26	28	26	27	30	28	29	331	11
Searcy	0	0	0	0	0	0	0	0	0	0	19	29	48	1
Stoebe	28	29	27	27	26	26	28	26	27	30	0	0	274	9
Villa	0	0	0	0	0	0	0	26	6	0	0	0	32	1

NOTE: Approximate training hours for Daily Training Bulletins are calculated by multiplying the approximate time to complete one daily training bulletin (about 2 Minutes) by the number of completed DTBs. The resulting number is the total minutes spent completing DTBs. This number is then divided by 60 (because there are 60 minutes in 1 hour). Example: 331 DTBs x 2 minutes= 668 minutes. 662minutes/60minutes= 11.03 hours.

2025 K9 Training Hours	
Month	**Hours**
January	13
February	10
March	20
April	10.5
May	8
June	4
July	6
August	0
September	0
October	0
November	20
December	20
Average	9.30
Total	111.5

MEMORANDUM

Lakeport Police Department
2025 South Main Street
Lakeport, CA 95453
(707) 263-5491

To:

From: Police Chief Dale Stoebe

Date: January 5, 2025

Subject: Use of Force Analysis Report - 2025

Pursuant to Lakeport Police Department Policy 300.9, this memo shall serve as the official Annual Use of Force Analysis Report for the calendar year 2025. The 2025 year showed 0 Uses of Force reportable to the California Department of Justice required by California Government Code 12525.2, which is on par with 2024.

Pursuant to Lakeport Police Department Policy 300.7.1, Shift Supervisors conducted 13 separate Use of Force reviews (not reportable to DOJ) as required by California Penal Code Section 7286 (b)(14), resulting from 11 separate calls for service. These thorough reviews found that all Uses of Force were reasonable, justified and fully compliant with Policy, State and Federal law. As a result of these reviews, the need for additional training to augment and enhance service performance was identified in 2 incidents.

Pursuant to the recommendations made in previous Use of Force Analysis Report, the following implementations continued during this reporting period:

a). In-house Firearms Training, at least once annually, included force transition training and simulation between firearms and other available force options, consistent with the employees' duty assignments. Additional training contained elements of multiple

Dale D Stoebe
Chief of Police

officers with force transitions, including both use of force and no-force options based on successful de-escalation tactics.

b.) In-house Less Lethal Force training, at least once annually, contained similar elements as described above.

c.) The department remains of compliance with California POST requirements for Defensive Tactics (D-Tac) training. This has been caused by a continual staffing shortage which has hampered the appointment of an in-house D-Tac Training Officer with sufficient staffing to support their training, and a limited number of available courses. The department continues to progress toward the appointment and training of an in-house training officer as it affords the most attainable scenario.

I do not believe that the department has any equipment needs as the Lakeport Police Department has available, issues, and maintains several force options, spanning a broad array of force levels, for use by police staff including chemical spray, chemical deployables, batons, new-technology electronic less-lethal devices, less-lethal deployables, handguns, shotguns, and patrol rifles. Although there is other equipment on the market, our array is more than appropriate relative to the instances and levels of force historically required. The Department maintains a Sworn Officer assigned to a Multi-County, Multi-Jurisdictional Special Weapons and Tactics Team, leveraging our participation and support to better prepare a needed response to matters demanding a more robust and emergent tactical need. This array of available equipment includes suitable firearms instruction and evaluation equipment. To augment the same, the department recently obtained Virtual Reality Training Simulator and Evaluation equipment for near future deployment.

Additionally, the Department continues to use a suite of information gathering applications designed to increase efficiency of in-house Supervisory reviews of force, vehicle pursuits, employee conduct and police vehicle damage, with the goal of incorporating that and other information in a Performance History Audit and Early Intervention Program that remains in development.

Lastly, I conducted quarterly reviews of department policy, including any suggested policy changes, deletions and/or additions received from our third-party policy consultant, Lexipol, that have been

provided during the previous year, giving primary attention to critical policy updates, and then any use of force policy suggestions. Relative to policy training, policy Daily Training Bulletins (DTBs), which regularly include Use of Force specific topics, are pushed out to all department employees, monthly. Supervisory oversight of policy review and training is conducted on an on-going basis to ensure that policy changes are reviewed and acknowledged, and DTBs are completed in a timely manner.

Dale D Stoebe
Chief of Police