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, June 16, 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. Zoom Meeting Link 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, June 16, 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, June 16, 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 special meeting of June 16, 2026 and the regular meeting of June 16, 2026.
	C.	Application 2026-004:	Approve revised application 2026-004, with staff recommendations, for the 2026 Shakespeare at the Lake event.
	D.	Application 2026-026:	Approve revised application 2026-026, with staff recommendations, for the Cinema by the Shore event with alcohol sales.
	E.	Master Salary Schedule:	Approve a Resolution rescinding Resolution 3021 (2026) and revising the Master Pay Schedule in conformance with California Code of Regulations, Title 2, Section 570.5.
	F.	Notice of Completion:	Adopt the resolution accepting construction of the Green Ranch Well Development, by Weeks Drilling & Pump Co. and authorize the filing of the Notice of Completion.
V.		**PUBLIC PRESENTATIONS/REQUESTS:**	
	A.	Public Input:	*Any person may speak for 3 minutes about any subject within the authority of the City Council, provided that the subject is not already on tonight's agenda. Per Government Code §54954.3(a), the City Council cannot take action or express a consensus of approval or disapproval on any public comments regarding matters which do not appear on the printed agenda.*
VI.		**PUBLIC HEARING:**	
VII.		**COUNCIL BUSINESS:**	
	A.	City Manager:	

	1. Blue Heron Art Installation:	Approve the Blue Heron Mosaic Donation Agreement in substantially the same form attached hereto, authorize the City Manager to execute the agreement and approve minor non-substantive modifications subject to City Attorney review, designate the Main Street wall of the Silveira Community Center as the permanent location for the Blue Heron Mosaic, and direct staff to coordinate acceptance and installation of the artwork.
B.	Finance Director	
	1. Delinquent Utilities:	Adopt the resolution to cause a written report to be prepared and filed with the City Clerk regarding delinquent water, sewer and solid waste user charges, fees, and penalties for the period of June 1, 2025 through May 31, 2026 and setting a public hearing on the written report prior to collection on the tax roll.
	2. Budget Presentation Workshop:	Receive the Fiscal Year 2026/27 Budget Workshop presentation and direct staff to incorporate Council input in preparation for final budget adoption at the special meeting scheduled for June 30, 2026.

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

NOTICE AND CALL OF SPECIAL MEETING
OF THE LAKEPORT CITY COUNCIL
Tuesday, June 2, 2026 at 6:00 p.m.
City Council Chambers, 225 Park Street, Lakeport, California 95453

1.	**Call to Order and Roll Call:**	Mayor Disney called the special meeting to order at 6:00 p.m. with Council Members Costa, Mattina, Parlet, and Price present.
2.	**Deferred Compensation Plan:**	The staff report was presented by Administrative Services Director Buendia. A motion was made by Council Member Mattina, seconded by Council Member Costa, and unanimously carried by voice vote 5-0-0-0 to adopt a Resolution rescinding Resolution No. 3033 (2026) and authorizing certain individuals to act on behalf of the City of Lakeport STARS Deferred Compensation Plan and related custodial accounts.
	Adjournment:	Mayor Disney adjourned the meeting at 6.02 p.m.

_____
Brandon Disney, Mayor

Attest:

_____
Kelly Buendia, 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, June 2, 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 6:02 p.m. with Council Members Costa, Mattina, Parlet and Price present.

II. PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was led by Herb Lingl.

III. ACCEPTANCE OF AGENDA/ URGENCY ITEMS: A motion was made by Council Member Mattina, seconded by Council Member Parlet, and unanimously carried by voice vote 5-0-0-0 to approve 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 May 19, 2026.
C.	Application 2026-007:	Approve revised application 2026-007, with staff recommendations, for reserved parking for the 2026 WineFest.
D.	Mower Purchase:	Authorize the purchase of one 2025 John Deere Z997R commercial mower package from Pape Machinery, Inc. in the amount of $35,360.48, including accessories, warranty coverage, tax, and fees.
E.	Military Equipment Report:	Accept the Annual Military Equipment Report and renew the original Ordinance, City of Lakeport Ordinance number 933 (2022), based on the findings required by Government Code section 7071, subdivision (d), by a Resolution so prepared.
	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-E.

V. PUBLIC PRESENTATIONS/REQUESTS:

A.	Public Input:	Paul Duncan, Operations Chief from Cal-Fire, presented the 2026 Lake County Fire Season Outlook.
B.	Proclamation:	Mayor Disney presented a Proclamation celebrating the 2026 Clear Lake Splash-In and extending its appreciation to the City of Tavares and to Bob Tweedie for their support, partnership, and contributions toward advancing the future of seaplane activity and waterfront aviation on Clear Lake. The proclamation was presented to Herb Lingl.

C. Presentation:

Daylon Rothstein of the Clear Lake Flying Club presented Herb Lingl with a plaque recognizing his vision, dedication, and leadership in bringing the Clear Lake Seaplane Splash In back to Lake County.

Planning Services Manager Fernandez presented the Pending Projects Map created by the Community Development Department and hosted on the City's website.

VI. PUBLIC HEARING:

A. Purchasing Ordinance Amendment:

The staff report was presented by City Attorney Anderson.

Mayor Disney opened the public hearing at 6:50 p.m. With no input from the public, Mayor Disney closed the public hearing at 6:50 p.m.

A motion was made by Council Member Costa, seconded by Council Member Mattina, and unanimously carried by voice vote 5-0-0-0 to adopt the ordinance amending Section 3.04.020 (Definitions) of Chapter 3.04 (Purchasing System) of Title 3 (Revenue and Finance) of the Lakeport Municipal Code.

VII. COUNCIL BUSINESS:

A. City Manager:

1. Wind Phone:

The staff report was presented by City Manager Ingram. Janice Hornby of Hospice and Chaplain Jay Murdock of Adventist Hospital spoke about the meaning behind the project.

Public comments were received via email from Jody Constantine in favor of the project and Ken Wicks opposed to the project.

A motion was made by Council Member Mattina, seconded by Council Member Parlet, and unanimously carried by voice vote 5-0-0-0 to designate the northeastern area of Xabatin Park, as identified in the staff report, for the future development of the Lake County Hospice Wind Phone Project and direct staff to work with project sponsors on future project implementation requirements.

B. Administrative Services Director

1. Section 125 Plan

The staff report was presented by Administrative Services Director Buendia.

A motion was made by Council Member Price, seconded by Council Member Parlet, and unanimously carried by voice vote 5-0-0-0 to adopt a resolution approving and adopting a restated Section 125 Premium Only Plan pursuant to Section 125 of the Internal Revenue Code, effective June 2, 2026, and authorizing the City Manager and Administrative Services Director to implement and administer the Plan.

VIII. CITY COUNCIL COMMUNICATIONS:

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

Community Development Director Hejnowicz offered no report.

Police Chief Stoebe offered no report.

Utilities Director Harris offered no report.

Administrative Services Director Buendia offered no report.

Public Works Director Ladd offered no report.

Finance Director Dizon offered no report.

Planning Services Manager Fernandez offered no report.

City Attorney Anderson offered no report.

City Manager Ingram reported on the great attendance for all of the Memorial Day weekend events. He also advised that staff and Council Member Price will be meeting with PEG to work on broadcasting the City Council meetings live.

Council Member Costa reported on a recent Risk Reduction Authority meeting, highlighting the collaborative efforts underway throughout Lake County to reduce wildfire risk through fuel reduction projects, prescribed burns, and regional coordination. She commended Supervisor Pyska's ongoing advocacy at the state and federal levels, particularly regarding insurance challenges facing residents.

Council Member Parlet expressed his appreciation for Public Works Director Ladd as Director Ladd was not present at the previous meeting to receive the proclamation for Public Works Week.

Council Member Price will be meeting with Mediacom on June 5th.

Mayor Pro Tem Mattina attended the CalCities Redwood Empire Division meeting on Friday where they discussed the progress on legislation that CalCities has voted to oppose. She also complimented the patriotic décor that the City has installed around town.

Mayor Disney attended the Clean Water Program meeting last month, they are waiting on the MS4 update. The Program will be spending down grant funding for trash cleanup. He also invited the Council to attend the grand opening and ribbon cutting event for Disney's Watersports this weekend.

IX. **ADJOURNMENT:** Mayor Disney adjourned the meeting at 7:25 p.m.

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_____
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): 06/01/2026	**Application No.** 2026-004
☐ **$15.00 Application Fee Paid**	**For Council Meeting of (Date):** 06/16/2026

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

Applicant Name: Laura McAndrews Sammel		**Organization Name:** Lake County Theatre Company
Address [redacted]		**Address:** [redacted]
Home Phone: [redacted]	**Work Phone** [redacted]	**Mobile Phone:** [redacted]
Email Address: [redacted]		**Website/Facebook Page:** www.lctc.us
Other Contact: John Tomlinson		**Phone for Other Contact:** [redacted]
Organization is: ■ **Nonprofit Organization** ☐ **For Profit Organization**		

Name of Event: Shakespeare at the Lake		
Description of Event: Two Gentlemen of Verona, a free public performance		
Public Area of Use: ☐ Main Street ■ Library Park ☐ Silveira Community Center Parking Lot ☐ Xabatin Community Park		
Specific Location of Event (Map Must be Attached): Library Park, between gazebo and benches		
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:		
Date(s) of Event: July 22 - July 27	**Total Number of Days:** 5	**Set Up Time:** 4:30 **Time of Event:** - 6:30 **Tear Down Time:** 9:30
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:	**Specific City Staff Needs:**
■ Electricity (cannot be guaranteed by City)	☐ Police
☐ Barricades	■ Public Works
☐ Street/Sidewalk Closures	☐ Parks
■ No irrigation in park prior to event	☐ Other (please specify):
☐ Other (please specify):	
Coordination of these requirements must be made through the Public Works Department: (707) 263-0751	*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.

Laura McAndrews Sammel

Digitally signed by Laura McAndrews Sammel
Date: 2026.05.31 09:40:57 -07'00'

Dated: 5/31/26

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):**

Outlook

Fw: Application 2026-004 - Shakespeare at the Lake

From Lake County Sheriff Records <mbx.Sheriff Records@lakecountyca.gov>
Date Tue 2026-06-02 8:28 AM
To Hilary Britton <hbritton@cityoflakeport.com>

From: Jose Martinez <Jose.Martinez@lakecountyca.gov>
Sent: Tuesday, June 2, 2026 8:26 AM
To: Lake County Sheriff - Records <mbx.Sheriff_Records@lakecountyca.gov>
Subject: RE: Application 2026-004 - Shakespeare at the Lake

No questions or comments.

From: Lake County Sheriff - Records <mbx.Sheriff_Records@lakecountyca.gov>
Sent: Monday, June 1, 2026 11:10 AM
To: Jose Martinez <Jose.Martinez@lakecountyca.gov>
Subject: FW: Application 2026-004 - Shakespeare at the Lake

From: Hilary Britton <hbritton@cityoflakeport.com>
Sent: Monday, June 1, 2026 10:57 AM
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 2026-004 - Shakespeare at the Lake

Good Morning,

Please find attached application 2026-004 for the 2026 Shakespeare at the Lake event for your review and comments.

We would like to submit this for City Council approval at the 06/16/2026 Council meeting, so please have your comments back to me by 06/10/2026.

Thank you for your input!

Hilary

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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*For Public Records Act requests, please visit our *online public records request system*







Outlook

Re: Application 2026-004 - Shakespeare at the Lake

From Dale Stoebe <dstoebe@lakeportpolice.org>

Date Tue 2026-06-02 5:08 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>; 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>

The police department has no issues or input on this event.

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, June 1, 2026 10:56 AM
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 <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 2026-004 - Shakespeare at the Lake

Good Morning,

Please find attached application 2026-004 for the 2026 Shakespeare at the Lake event for your review and comments.

We would like to submit this for City Council approval at the 06/16/2026 Council meeting, so please have your comments back to me by 06/10/2026.

Thank you for your input!
Hilary

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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Book time to meet with me

Stephen L. Carter Jr., MPA
Interim Health Services Director

Craig Wetherbee, REHS
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: June 8, 2026

TO: Hilary Britton, Deputy City Clerk/Records Supervisor

FROM: Pheakdey Preciado, Senior EHS

RE: RFR APP 2026-004 Shakespeare at the Lake/SR0017500

APN: Library Part, between gazebo and benches, Lakeport

The Lake County Theatre Company (**Sponsor**) must apply and pay for a temporary permit for a community event at least two weeks prior to the event from the Lake County Environmental Health Division Office. The **food vendors** must apply and pay for the temporary permit for the community event from the Lake County Environmental Health Division Office at least two weeks prior to the event.

Please note:

1. If the sponsor is going to be selling food at this event, then the sponsor must also apply and pay for a food vendor permit.
2. The temporary permit, once issued, is not transferable, and is only good for that specific community event only.

COUNTY OF LAKE
HEALTH SERVICES
prevent.promote.protect.

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): 05/07/2026	Application No. 2026-026
☒ $15.00 Application Fee Paid	For Council Meeting of (Date): 05/19/2026

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

Applicant Name: Val Schweifler		Organization Name: Kiwanis Club of Lakeport
Address: [redacted]		Address: [redacted]
Home Phone: [redacted]	Work Phone: N/A	Mobile Phone: N/A
Email Address: [redacted]		Website/Facebook Page: Kiwanis Club of Lakeport, California
Other Contact: Norm Ihle (President)		Phone for Other Contact: [redacted]
Organization is: ■ Nonprofit Organization ☐ For Profit Organization		

Name of Event: Xabatin Park - "Cinema by the Shore" x 2 Tuesday nights of inflatable screen movies on the grass.		
Description of Event: Inflatable movie screen x 2 on the grass +Xabatin Snack Shack-hot dogs,popcorn		
Public Area of Use: ☐ Main Street ☐ Library Park ☐ Silveira Community Center Parking Lot ■ Xabatin Community Park		
Specific Location of Event (Map Must be Attached): Snack Shack and Lawn in front of Shack to Pavillion-not included)		
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:		
Date(s) of Event: 7/2 and 7/30/26 Both are Thursdays	Total Number of Days: 2	Set Up Time: 5:00pm Time of Event: - Tear Down Time: 11:30pm
Specify anticipated number of people (both participants and the public): 200		
Will any vendors be present? Yes ■ No ☐	Will any food booths be present? Yes ■ No ☐	

Requirements:	Specific City Staff Needs:
■ Electricity (cannot be guaranteed by City)	☐ Police
☐ Barricades	☐ Public Works
☐ Street/Sidewalk Closures	☐ Parks
■ No irrigation in park prior to event	☐ Other (please specify):
☐ Other (please specify):	
Coordination of these requirements must be made through the Public Works Department: (707) 263-0751	*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.*

Kiwanis requested to sell alcohol 6/8/2026 & B

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.

Val Schweifler — Dated: 5/7/26

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:

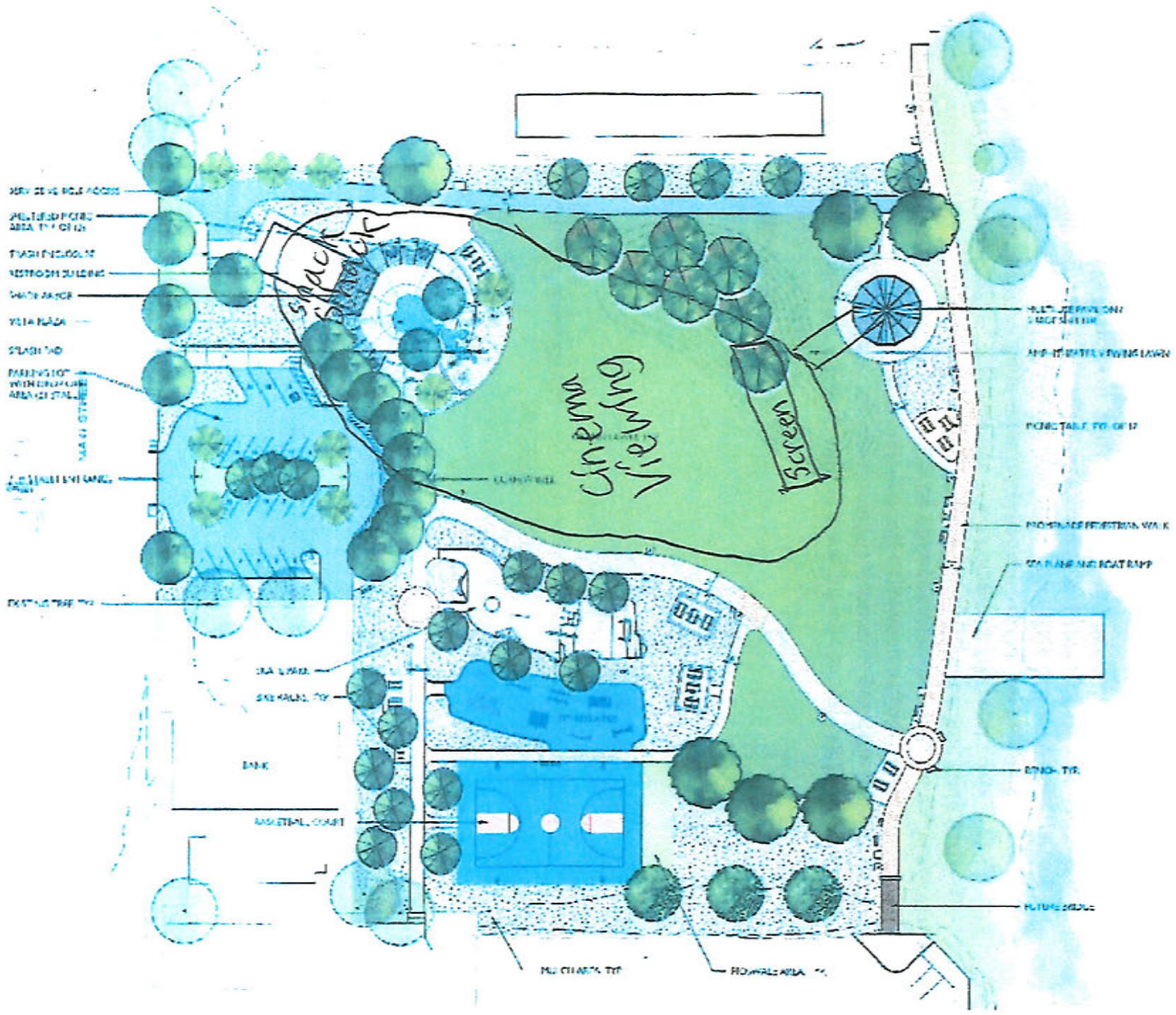
☐ Business License
☐ ABC License
☐ Health Department Permit
☐ Other (Specify):

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):**



SITE LEGEND

SYMBOL	ITEM	MATERIALS & FINISH

TREE LEGEND

TREE SYMBOL	BOTANICAL/COMMON NAME	CONTAINER SIZE
	ACER RUBRUM / RED MAPLE	15 GAL
	LAGERSTROEMIA X 'NATCHEZ' / CRAPE MYRTLE	15 GAL
	MAGNOLIA X 'SARATOGA' / SARATOGA HYBRID MAGNOLIA	5 GAL
	PLATANUS X ACERIFOLIA 'COLUMBIA' / LONDON PLANE TREE	5 GAL
	QUERCUS ALBA / WHITE OAK	15 GAL
	QUERCUS VIRGINIANA / SOUTHERN LIVE OAK	15 GAL
	ZELKOVA SERRATA 'GREEN VASE' / GREEN VASE SAWLEAF ZELKOVA	15 GAL
	EXISTING TREE	-

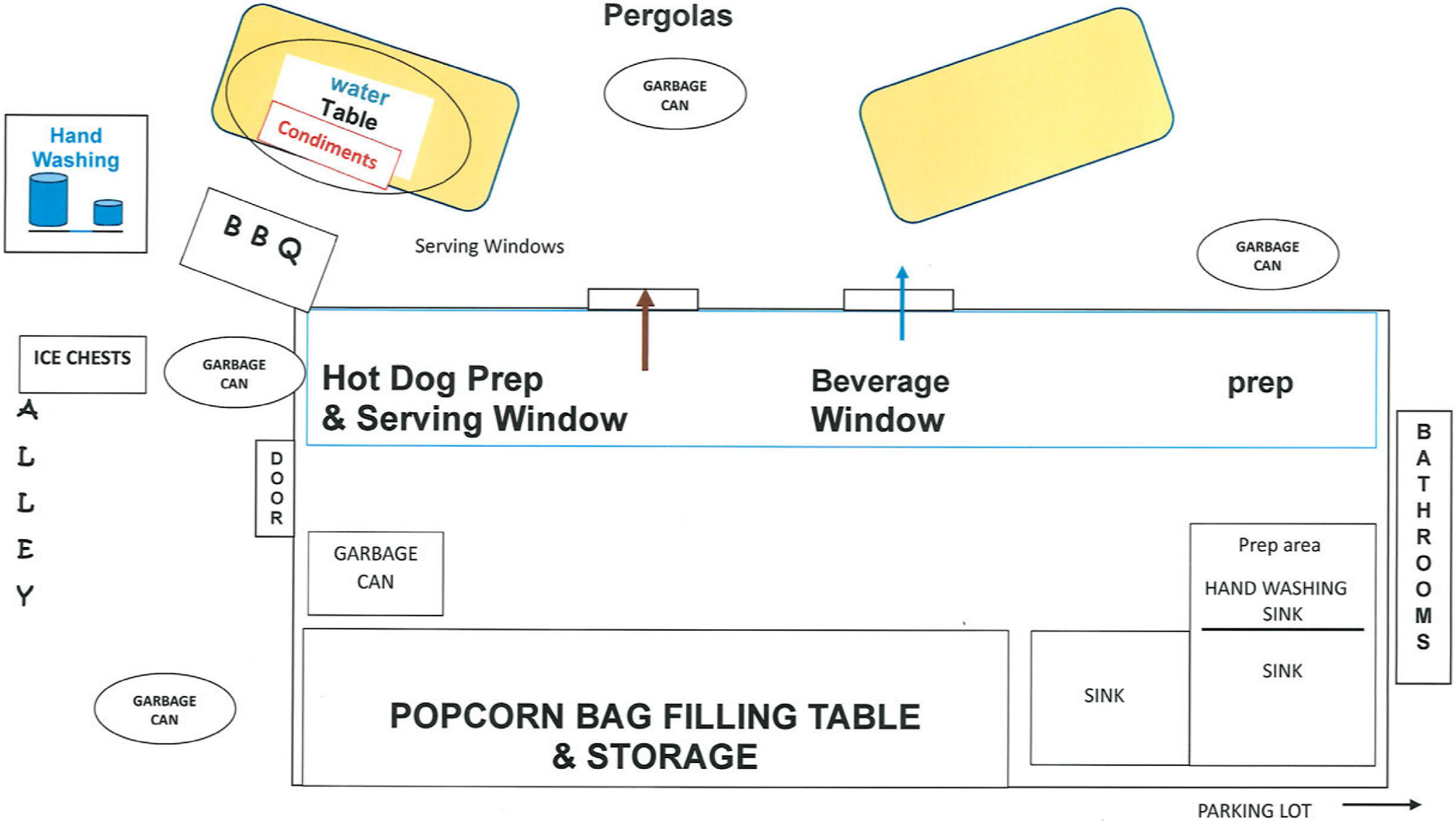
NORTH

7/2/26 and 7/30/26 Movies on the Shore

Xabatin Community Park

Lakeport, CA 95453

800 N Main St.



- 800 N. MAIN STREET -

N

Outlook

Re: Revised Application for Cinema by the Shore - Alcohol Sales Requested

From Dale Stoebe <dstoebe@lakeportpolice.org>
Date Tue 2026-06-09 6:09 AM
To Hilary Britton <hbritton@cityoflakeport.com>; Cody Morlan <cmorlan@cityoflakeport.com>; Jim Kennedy <jkennedy@cityoflakeport.com>; Kelly Buendia <kbuendia@cityoflakeport.com>; Ky Ramsey <kramsey@cityoflakeport.com>; Michelle Humphrey <mhumphrey@cityoflakeport.com>; Ron Ladd <rladd@cityoflakeport.com>; Ryan Cooley <rcooley@lakeportpolice.org>

The Police Department has no issue with the change, in fact I think I already signed their permits and license applications.

Dale Stoebe

Chief of police
Lakeport Police Department
2025 S Main St.
Lakeport, CA 95453
(707)263-9654direct/(707)264-9296mobile(707)263-3846fax

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From: Hilary Britton <hbritton@cityoflakeport.com>
Sent: Monday, June 8, 2026 4:23:26 PM
To: Cody Morlan <cmorlan@cityoflakeport.com>; Dale Stoebe <dstoebe@lakeportpolice.org>; Jim Kennedy <jkennedy@cityoflakeport.com>; Kelly Buendia <kbuendia@cityoflakeport.com>; Ky Ramsey <kramsey@cityoflakeport.com>; Michelle Humphrey <mhumphrey@cityoflakeport.com>; Ron Ladd <rladd@cityoflakeport.com>; Ryan Cooley <rcooley@lakeportpolice.org>
Subject: Revised Application for Cinema by the Shore - Alcohol Sales Requested

Good Afternoon,

The Kiwanis have requested to revise their application for the 2 Cinema by the Shore events to include alcohol sales. We will be taking this back to Council on 06/16/2026. Please let me know if you have comments or concerns by 06/12/2026.

Thanks,
Hilary

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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Book time to meet with me

Outlook

RE: Application 2026-026 - Cinema by the Shore

From Lori Price <Lori.Price@lakecountyca.gov>
Date Thu 2026-05-07 11:54 AM
To Hilary Britton <hbritton@cityoflakeport.com>

Good morning,

Lake County Public Works has no comments or conditions for this permit.

Thanks,

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

From: Hilary Britton <hbritton@cityoflakeport.com>
Sent: Thursday, May 7, 2026 10:42 AM
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 2026-026 - Cinema by the Shore

Good Morning,

Please find attached application 2026-026 for the Cinema by the Shore events for your review and comments.

We would like to submit this for City Council approval at the 05/19/2026 Council meeting, so please have your comments back to me by 05/13/2026.

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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Book time to meet with me

Outlook

Fw: Application 2026-026 - Cinema by the Shore

From Lake County Sheriff Records <mbx.Sheriff Records@lakecountyca.gov>
Date Mon 2026-05-11 7:34 AM
To Hilary Britton <hbritton@cityoflakeport.com>

From: Jose Martinez <Jose.Martinez@lakecountyca.gov>
Sent: Monday, May 11, 2026 7:31 AM
To: Lake County Sheriff - Records <mbx.Sheriff_Records@lakecountyca.gov>
Subject: RE: Application 2026-026 - Cinema by the Shore

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

From: Lake County Sheriff - Records <mbx.Sheriff_Records@lakecountyca.gov>
Sent: Thursday, May 7, 2026 10:47 AM
To: Jose Martinez <Jose.Martinez@lakecountyca.gov>
Subject: FW: Application 2026-026 - Cinema by the Shore

From: Hilary Britton <hbritton@cityoflakeport.com>
Sent: Thursday, May 7, 2026 10:42 AM
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>
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Thank you for your input!

Hilary Britton, CMC

Deputy City Clerk/Records Supervisor

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Outlook

Re: Application 2026-026 - Cinema by the Shore

From Dale Stoebe <dstoebe@lakeportpolice.org>

Date Wed 2026-05-13 2:22 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>; 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>

The Police Department has no issues or other input on this matter.

Sincerely,

Chief of Police
Lakeport Police Department

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From: Hilary Britton <hbritton@cityoflakeport.com>
Sent: Thursday, May 7, 2026 10:42 AM
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 <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 2026-026 - Cinema by the Shore

Good Morning,

Please find attached application 2026-026 for the Cinema by the Shore events for your review and comments.

We would like to submit this for City Council approval at the 05/19/2026 Council meeting, so please have your comments back to me by 05/13/2026.

Thank you for your input!

Hilary Britton, CMC

Deputy City Clerk/Records Supervisor

City of Lakeport

225 Park Street

Lakeport, CA 95453

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hbritton@cityoflakeport.com

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CITY OF LAKEPORT

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

STAFF REPORT

RE: Resolution rescinding Resolution 3021 (2026) and Revising the Master Salary Schedule	**MEETING DATE:** 6/16/2026
SUBMITTED BY: Kelly Buendia, Administrative Services Director	
PURPOSE OF REPORT: ☐ Information only ☐ Discussion ☒ Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to adopt a Resolution rescinding Resolution 3021 (2026) and revising the Master Salary Schedule in conformance with California Code of Regulations, Title 2, Section 570.5

BACKGROUND/DISCUSSION:

CalPERS, pursuant to its interpretation of California Code of Regulations, Title 2, Section 570.5, recommends all CalPERS employers maintain their compensation levels in a publicly available pay schedule, approved and adopted by the governing body.

The City Council approved the following agreements, which included changes to salary effective the first pay period after 7/1/2026:

- A Compensation and Benefits Program for Unrepresented Management adopted on Resolution 2970 (2024).
- Amendment #2 to the Agreement for Services between the City of Lakeport and Kevin M. Ingram adopted on Resolution 2982 (2025).
- A Memorandum of Understanding with the Lakeport Employees' Association adopted on Resolution 2961 (2024).
- A Memorandum of Understanding with the Lakeport Police Officers' Association adopted on Resolution 3002 (2025).

These changes are reflected in the attached Master Salary Schedule and there are no other negotiated cost of living adjustments impacting the salary schedule currently. In compliance with California Code of Regulations, Title 2, Section 570.5, the revised schedule will be made publicly available on the City's website.

OPTIONS:

1. Adopt the Resolution.
2. Deny this request and provide other direction to staff.

FISCAL IMPACT:

☒ There is no fiscal impact in approving salary schedules. The Council approves staffing costs through the budget process.

☐ Budgeted Item? ☐ Yes ☐ No

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

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

COUNCIL PRIORITIES:

☒ Priority #1: Public Safety & Crisis Response

☒ Priority #2: Disaster Resiliency

☒ Priority #3: Good Governance & Fiscal Stability

☐ Priority #4: Capital Infrastructure Improvement

☒ Priority #5: Safe, Sustainable & Attractive Neighborhoods

☐ Priority #6: Economic Development

SUGGESTED MOTIONS:

Move to approve a Resolution rescinding Resolution 3021 (2026) and revising the Master Pay Schedule in conformance with California Code of Regulations, Title 2, Section 570.5.

☒ **Attachments:**

1. Resolution Rescinding Resolution 3021 (2026) and Revising the Master Pay Schedule in Conformance with California Code of Regulations Title 2, Section 570.5
2. Master Salary Schedule

RESOLUTION NO. XXXX (2026)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEPORT RESCINDING RESOLUTION 3021 (2026) AND REVISING THE MASTER PAY SCHEDULE IN CONFORMANCE WITH CALIFORNIA CODE OF REGULATIONS, TITLE 2, SECTION 570.5

WHEREAS, the City Council approved a Compensation and Benefits Program for the Unrepresented Management on Resolution 2970 (2024), which included changes to salary effective the first pay period after 7/1/2026; and

WHEREAS, the City Council approved Amendment 2 the Agreement for Services between the City of Lakeport and Kevin M. Ingram on Resolution 2982 (2025), which included changes to salary effective 7/1/2026; and

WHEREAS, the City Council approved Memorandum of Understanding with the Lakeport Employees' Association adopted on Resolution 2961 (2024), which included changes to salary effective the first pay period after 7/1/2026; and

WHEREAS, the City Council approved a Memorandum of Understanding with the Lakeport Police Officers' Association on Resolution 3002 (2025), which included changes to salary effective the first pay period after 7/1/2026; and

WHEREAS, the California Public Employees' Retirement System (CalPERS) has requested all CalPERS employers list their compensation levels on one document, approved and adopted by the governing body, in accordance with title 2 of the California Code of Regulations, section 570.5, and meeting all of the following requirements thereof:

1. Has been duly approved and adopted by the employer's governing body in accordance with requirements of applicable public meetings laws;
2. Identifies the position title for every employee position;
3. Shows the pay rate for each identified position, which may be stated as a single amount or as multiple amounts within a range;
4. Indicates the time base, including, but not limited to, whether the time base is hourly, daily, bi-weekly, monthly, bi-monthly, or annually;
5. Is posted at the office of the employer or immediately accessible and available for public review from the employer during normal business hours or posted on the employer's internet website;
6. Indicates an effective date and date of any revisions;
7. Is retained by the employer and available for public inspection for not less than five years; and
8. Does not reference another document in lieu of disclosing the pay rate.

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

SECTION 1.
Resolution 3021 (2026) is rescinded.

SECTION 2.
The City Council affirms the previously approved separate compensation levels for represented Bargaining Unit positions and the Compensation Plans for the unrepresented positions through, by and with the adoption of the single Master Pay Schedule attached hereto as Exhibit A.

SECTION 3. The City Council affirms the single Master Pay Schedule attached hereto meets all of the requirements of title 2 of the California Code of Regulations, section 570.5, including but not limited to directing staff to post it at the City, make it immediately available for public review during normal business hours and/or post on the City's internet website and be retained by the City and available for public inspection for not less than five years.

DULY AND REGULARLY ADOPTED on this 16th day of June, 2026, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

_____
BRANDON DISNEY, Mayor

ATTEST:

_____
KELLY BUENDIA, City Clerk

CITY OF LAKEPORT
MASTER PAY SCHEDULE
MONTHLY RATES WITH STEPS
Effective First Pay Period after 7/1/2026

	Job Classification	Class Range	Unit	Steps					
				A	B	C	D	E	F
	Office Specialist	GU108	LEA	2,925	3,071	3,225	3,386	3,555	3,733
	Parks Maintenance Worker I	GU124	LEA	3,169	3,327	3,493	3,668	3,851	4,044
	Equipment Mechanic I	GU131	LEA	3,281	3,445	3,617	3,798	3,988	4,187
	Maintenance Worker I	GU138	LEA	3,398	3,568	3,746	3,933	4,130	4,337
	Parks Maintenance Worker II	GU139	LEA	3,415	3,586	3,765	3,953	4,151	4,359
	Police Records & Evidence Clerk	GU139	LEA	3,415	3,586	3,765	3,953	4,151	4,359
	Administrative Specialist I	GU140	LEA	3,432	3,604	3,784	3,973	4,172	4,381
	Financial Services Specialist I	GU140	LEA	3,432	3,604	3,784	3,973	4,172	4,381
	Deputy City Clerk I	GU156	LEA	3,716	3,902	4,097	4,302	4,517	4,743
	Utility Operator I	GU162	LEA	3,830	4,022	4,223	4,434	4,656	4,889
	Financial Services Specialist II	GU165	LEA	3,887	4,081	4,285	4,499	4,724	4,960
	Maintenance Worker II	GU165	LEA	3,887	4,081	4,285	4,499	4,724	4,960
	Engineering Technician I	GU172	LEA	4,026	4,227	4,438	4,660	4,893	5,138
*	Administrative Specialist II	GU174	LEA	4,066	4,269	4,482	4,706	4,941	5,188
	Equipment Mechanic II	GU175	LEA	4,086	4,290	4,505	4,730	4,967	5,215
	Assistant Planner	GU181	LEA	4,211	4,422	4,643	4,875	5,119	5,375
	Deputy City Clerk II	GU181	LEA	4,211	4,422	4,643	4,875	5,119	5,375
	Maintenance Worker III	GU181	LEA	4,211	4,422	4,643	4,875	5,119	5,375
	Parks Leadworker	GU181	LEA	4,211	4,422	4,643	4,875	5,119	5,375
	Permit Technician	GU181	LEA	4,211	4,422	4,643	4,875	5,119	5,375
	Utility Operator/MWII	GU181	LEA	4,211	4,422	4,643	4,875	5,119	5,375
	Utility Operator II	GU196	LEA	4,537	4,764	5,002	5,252	5,515	5,791
	Engineering Technician II	GU197	LEA	4,560	4,788	5,027	5,278	5,542	5,819
	Parks Maintenance Foreman	GU197	LEA	4,560	4,788	5,027	5,278	5,542	5,819
	GIS/Asset Management Technician	GU199	LEA	4,606	4,836	5,078	5,332	5,599	5,879
*	Administrative Analyst	GU206	LEA	4,769	5,007	5,257	5,520	5,796	6,086
	Housing Specialist	GU206	LEA	4,769	5,007	5,257	5,520	5,796	6,086
	Building Inspector	GU213	LEA	4,938	5,185	5,444	5,716	6,002	6,302
	Financial Services Specialist III	GU213	LEA	4,938	5,185	5,444	5,716	6,002	6,302
	Police Records Supervisor	GU219	LEA	5,088	5,342	5,609	5,889	6,183	6,492
	Utility Operator III	GU221	LEA	5,139	5,396	5,666	5,949	6,246	6,558
	Wastewater Systems Supervisor I	GU223	LEA	5,191	5,451	5,724	6,010	6,311	6,627
	Water Operations Supervisor I	GU223	LEA	5,191	5,451	5,724	6,010	6,311	6,627
	Associate Planner	GU233	LEA	5,456	5,729	6,015	6,316	6,632	6,964
*	Deputy City Clerk III - Records Supervisor	GU233	LEA	5,456	5,729	6,015	6,316	6,632	6,964
	Electrical Mechanical Technician (EMT)	GU233	LEA	5,456	5,729	6,015	6,316	6,632	6,964
	Projects Coordinator	GU233	LEA	5,456	5,729	6,015	6,316	6,632	6,964
	Public Works Foreman	GU240	LEA	5,650	5,933	6,230	6,542	6,869	7,212
	Utilities Underground Superviosr	GU240	LEA	5,650	5,933	6,230	6,542	6,869	7,212
	Wastewater Systems Supervisor II	GU244	LEA	5,764	6,052	6,355	6,673	7,007	7,357
	Water Operations Supervisor II	GU244	LEA	5,764	6,052	6,355	6,673	7,007	7,357

	Water/Wastewater Treatment Supervisor	GU279	LEA	6,863	7,206	7,566	7,944	8,341	8,758
	Police Officer I	PO200	POA	5,799	6,089	6,393	6,713	7,049	7,401
	Police Officer II	PO215	POA	6,249	6,561	6,889	7,233	7,595	7,975
	Police Officer III	PO234	POA	6,870	7,214	7,575	7,954	8,352	8,770
	Police Detective	PO245	POA	7,258	7,621	8,002	8,402	8,822	9,263
	Police Sergeant	PO245	POA	7,258	7,621	8,002	8,402	8,822	9,263
	Compliance Coordinator I	MM102	UM	6,756	7,094	7,449	7,821	8,212	n-a
	Government Accountant	MM102	UM	6,756	7,094	7,449	7,821	8,212	n-a
	Planning Services Manager	MM102	UM	6,756	7,094	7,449	7,821	8,212	n-a
	Compliance Officer II	MM122	UM	7,464	7,837	8,229	8,640	9,072	n-a
	Public Works Superintendent I	MM122	UM	7,464	7,837	8,229	8,640	9,072	n-a
	Building Official	MM123	UM	7,502	7,877	8,271	8,685	9,119	n-a
	Public Works Superintendent II	MM137	UM	8,043	8,445	8,867	9,310	9,776	n-a
	Utilities Superintendent	MM142	UM	8,247	8,659	9,092	9,547	10,024	n-a
	Police Lieutenant	MM151	UM	8,625	9,056	9,509	9,984	10,483	n-a
	Public Works Director	MM164	UM	9,204	9,664	10,147	10,654	11,187	n-a
	Utilities Director	MM164	UM	9,204	9,664	10,147	10,654	11,187	n-a
	Police Captain	MM170	UM	9,485	9,959	10,457	10,980	11,529	n-a
	Administrative Services Dir./City Clerk	MM173	UM	9,628	10,109	10,614	11,145	11,702	n-a
	Finance Director	MM173	UM	9,628	10,109	10,614	11,145	11,702	n-a
	Community Development Director	MM177	UM	9,822	10,313	10,829	11,370	11,939	n-a
	Assistant City Manager	MM190	UM	10,479	11,003	11,553	12,131	12,738	n-a
	Police Chief	MM202	UM	11,126	11,682	12,266	12,879	13,523	n-a
	City Engineer/Public Works Director	MM229	UM	12,729	13,365	14,033	14,735	15,472	n-a
	City Manager	n-a	contract	14,484	n-a	n-a	n-a	n-a	n-a

	HOURLY AT-WILL EMPLOYEES			
	Police Officer Trainee	n-a	n-a	$21.84 - $27.87

LEA = Lakeport Employees' Association, salaries effective 1/5/2026 - Resolution No. 2961 (2024)

UM = Unrepresented Management, salaries effective 7/5/2025 - Resolution No. 2973 (2024)

POA = Lakeport Police Officers' Association, salaries effective 7/6/2025 - Resolution No. 3002 (2025)

City Manager contract amended effective 3/4/2025, Resolution No. 2982 (2025)

*Classifications may include Confidential employees - Resolution 2657 (2018)

CITY OF LAKEPORT

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

STAFF REPORT

RE: Notice of Completion for the Green Ranch Well Development	**MEETING DATE:** 06/16/2026
SUBMITTED BY: Paul Harris, Utilities Director	
PURPOSE OF REPORT: ☐ Information only ☐ Discussion ☒ Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to adopt a resolution accepting Green Ranch Well Development, Bid No. 25-05, as complete and authorize the City Manager to file a Notice of Completion.

BACKGROUND/DISCUSSION:

On November 4, 2025, the City Council awarded a construction contract to Weeks Drilling & Pump Co., for the Green Ranch Well Development, Bid No. 25-05, in the amount of $195,000.00, with an allowance for 10% contingency.

The project scope included drilling three test borings, allowing for continuous lithologic sample collection. Upon review of the geophysical survey, one boring was converted to a temporary test well with 10-inch diameter casing. The contractor performed a discharge rate test, which yielded excellent results. The data collected will be used to design a permanent well at this location to replace the Scotts Creek well. This will ensure a reliable water source and modernize the City's water infrastructure as older wells reach the end of their useful life and are taken out of service.

The City of Lakeport Utilities Department has reviewed the project and determined that it has been completed in substantial compliance with the project plans and specifications. The total cost of the construction contract came out to $164,000.00. The cost savings were largely due to City crews establishing an area to discharge ground water during well drilling and testing.

OPTIONS:

No other options recommended

FISCAL IMPACT:

☒ None ☐ $ Budgeted Item? ☒ Yes ☐ No

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

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

Comments:

COUNCIL PRIORITIES:



☐ Priority #1: Public Safety & Crisis Response

☐ Priority #2: Disaster Resiliency

☐ Priority #3: Good Governance & Fiscal Stability

☒ Priority #4: Capital Infrastructure Improvement

☐ Priority #5: Safe, Sustainable & Attractive Neighborhoods

☐ Priority #6: Economic Development

SUGGESTED MOTIONS:

Move to adopt the resolution accepting construction of the Green Ranch Well Development, by Weeks Drilling & Pump Co. and authorize the filing of the Notice of Completion.

Attachments:

1. Resolution
2. Notice of Completion

RESOLUTION NO. XXX___ (2026)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEPORT ACCEPTING CONSTRUCTION OF THE GREEN RANCH WELL DEVELOPMENT, BID NO 25-05, AND AUTHORIZINGTHE FILING OF THE NOTICE OF COMPLETION

WHEREAS, the final inspection of the Green Ranch Well Development project, Bid No 25-05, was made by the City of Lakeport's Utilities Department; and

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

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

1. The City Council hereby accepts the work as completed on the Green Ranch Well Development project, Bid No 25-05.

2. The City Manager is authorized and directed to execute the Notice of Completion to be filed with the County of Lake.

The foregoing Resolution was adopted at a regular meeting of the City Council of the City of Lakeport held on the on the 16th day of June, 2026 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

APPROVED:

_____
Brandon Disney, Mayor
City of Lakeport

ATTEST:

_____
Kelly Buendia, City Clerk
City of Lakeport

RECORDING REQUESTED BY
City of Lakeport

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

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

SPACE ABOVE THIS LINE FOR RECORDER'S USE

APN 005-027-95

Notice of Completion

NOTICE is hereby given that:

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

City of Lakeport	225 Park St, Lakeport, CA 95453	Fee Simple

(NAME OF UNDERSIGNED)

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

4. A work of improvement on the property hereinafter described was COMPLETED ON 5/22/2026

5. The name of the CONTRACTOR for such work of improvement was Weeks Drilling & Pump Co.
P.O. Box 176
Sebastopol, CA 95473

(If no Contractor, insert "NONE"

6. The property on which said work of improvement was completed is in the City of Lakeport, county of Lake State of California, and is described as follows: Drill 3 test borings, with one developed to a temporary test well to preform a discharge rate test. Remove casing and abandon all 3 borings.

EXEMPT FROM NOTARY ACKNOWLEDGEMENT REQUIREMENTS PER GOVERNMENT CODE §27287 & CIVIL CODE §9208

7. The street address of said property is: 1604 Green Ranch Rd, Lakeport

Dated: _____

Signature of Owner or Owners } _____

Kevin M. Ingram, City Manager

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

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

_____ _____
Date and Place (Signature of person signing on behalf of owner))

CITY OF LAKEPORT

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

STAFF REPORT

RE: Blue Heron Mosaic Public Art Project and Donation Agreement	**MEETING DATE:** 06/16/2026
SUBMITTED BY: Kevin M. Ingram, City Manager	
PURPOSE OF REPORT: ☐ Information only ☐ Discussion ☒ Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:
Consider approving the Blue Heron Mosaic Donation Agreement, authorizing the City Manager to execute the Agreement and approve minor non-substantive amendments, and designate the Main Street wall of the Silveira Community Center as the location for installation of the Blue Heron Mosaic public art exhibit.

BACKGROUND/DISCUSSION:
The City has been presented with an opportunity to receive and display a significant public art installation known as the Blue Heron Mosaic, an original ceramic tile mural created by California artist David Roberts with the assistance of students from University High School in Fresno.

The artwork is an approximately eight-foot by eight-foot ceramic mosaic depicting a Great Blue Heron within a marsh ecosystem while carrying California poppies. The piece was originally conceived as a public art installation celebrating the wildlife and wetlands of California and was created through a collaborative educational project involving local students and the artist.

Blue Heron Mosaic Story
The Blue Heron Mosaic was developed in 2022 as a community-based art project involving approximately twenty University High School students working alongside artist David Roberts. The project was intended for installation within the Fresno area and specifically sought to celebrate the ecology and wildlife associated with the San Joaquin River wetlands.

Despite extensive efforts by the artist to secure a public location for the artwork within the City of Fresno, including outreach to public agencies, community organizations, and elected officials, a permanent installation site was never identified. After several years of unsuccessful efforts, the artist began exploring opportunities with other communities interested in public art installations.

Lake County Supervisor Brad Rasmussen became aware of the project and recognized its potential value as a public art feature for Lake County. Supervisor Rasmussen has been instrumental in facilitating discussions between the artist and local agencies, helping bring the opportunity to Lake County. Working with the artist's desire to place the artwork on a prominent civic building where it could be enjoyed by the public, Supervisor Rasmussen and City staff identified the Main Street wall of the Silveira Community Center as an ideal location.

The proposed location provides excellent public visibility, complements the City's ongoing investment in the Silveira Community Center, and creates an additional cultural and artistic feature within the downtown corridor.

Summary of Donation Agreement
Under the proposed Donation Agreement, the City would receive ownership of the Blue Heron Mosaic artwork, associated mounting components, commemorative plaques, and a cash contribution of $6,500 intended to offset pre-installation preparation costs.

Key provisions of the agreement include:

- Donation of the Blue Heron Mosaic artwork to the City at no cost.
- Donation of mounting materials and installation specifications necessary for display of the artwork.
- Donation of two commemorative plaques recognizing the artist, donors, installation date, and the artwork's name in both English and Pomo languages.
- Donation of $6,500 to assist with pre-installation preparation activities.
- A voluntary commitment by the artist and donors to provide replacement ceramic tiles, subject to specified limitations, for up to ten years following installation.
- Transfer of ownership, maintenance responsibility, and liability for the artwork to the City following acceptance and installation.

The agreement has been prepared by legal counsel and establishes the respective responsibilities of the parties regarding ownership, installation, maintenance, intellectual property rights, and future repair obligations.

Staff is requesting authorization for the City Manager to execute the agreement and approve minor non-substantive amendments, subject to review by the City Attorney, that do not materially alter the City's rights, obligations, or financial commitments.

Interpretive Signage and Cultural Recognition
As part of the installation, the project will include interpretive signage recognizing the artist and donors while providing background information regarding the artwork. The commemorative plaque will also incorporate the various Pomo language translations for "Blue Heron," further recognizing and celebrating the cultural heritage of the region and the Indigenous communities historically connected to Clear Lake.

City Lands Ad Hoc Committee Review
The proposed project and location were reviewed by the City Lands Ad Hoc Committee. Following discussion regarding the artwork, proposed donation agreement, and installation location, the Committee voted to recommend City Council approval of both the proposed donation agreement and the designation of the Silveira Community Center Main Street wall as the permanent location for the artwork.

Designation of Space
As with prior City Council actions involving public art, recreational amenities, and community features located on City property, the purpose of the current action is to formally designate and reserve an appropriate location for installation of the Blue Heron Mosaic.

Approval of the proposed location establishes a clear legislative record of Council support for the project and its placement at the Silveira Community Center. Formal designation of the site will assist with project coordination, installation planning, future facility improvements, and long-term management of the artwork while ensuring consistency with the intended use and character of the facility.

The proposed installation location is the Main Street-facing wall of the Silveira Community Center as identified in the attached location exhibit.

The proposed action is exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15301 (Existing Facilities), Section 15311 (Accessory Structures), and 15061(b)(3) (Common Sense Exemption) as the project involves placement of public art and related signage on an existing public facility and can be seen with certainty to not have a significant effect on the environment.

OPTIONS:

1. Approve the Blue Heron Mosaic Donation Agreement in substantially the same form attached hereto, authorize the City Manager to execute the agreement and approve minor non-substantive modifications as necessary to reach agreement with the other parties and subject to review by the City Attorney, and designate the Main Street wall of the Silveira Community Center as the permanent location for the artwork.
2. Approve the agreement and site designation with modifications.
3. Deny the proposed agreement and/or site designation.
4. 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**:** The artwork, mounting materials, commemorative plaques, and associated $6,500 cash contribution are being donated to the City. While the City will assume responsibility for long-term maintenance following installation, the Donation Agreement includes a unique ten-year commitment by the artist and donors to provide replacement ceramic tiles for damaged or missing pieces, subject to specified conditions. This provision helps reduce long-term maintenance concerns and supports preservation of the artwork during the initial years following installation.

COUNCIL PRIORITIES:

☐ Priority #1: Public Safety & Crisis Response

☐ Priority #2: Disaster Resiliency

☐ Priority #3: Good Governance & Fiscal Stability

☐ Priority #4: Capital Infrastructure Improvement

☒ Priority #5: Safe, Sustainable & Attractive Neighborhoods

☒ Priority #6: Economic Development

SUGGESTED MOTIONS:

Move to approve the Blue Heron Mosaic Donation Agreement in substantially the same form attached hereto, authorize the City Manager to execute the agreement and approve minor non-substantive modifications subject to City Attorney review, designate the Main Street wall of the Silveira Community Center as the permanent location for the Blue Heron Mosaic, and direct staff to coordinate acceptance and installation of the artwork.

☒ **Attachments:**

1. Draft Blue Heron Mosaic Donation Agreement
2. Blue Heron Mosaic Site Location Map & Project Photos
3. Blue Heron Mosaic Story & Background Information (Fresno Bee—December 12, 2024)

GIFT AND DONATION AGREEMENT

Ceramic Sculpture — "Great Blue Heron"

City of Lakeport, California

This Gift and Donation Agreement ("Agreement") is entered into as of _____, 2026 (the “Effective Date”), by and among:

DONORS: David Roberts (the “Artist”) and Neal Roberts and Yuliya Osetrova (the "Donors"), individuals residing in the State of California;

and

DONEE: the **City of Lakeport**, a municipal corporation organized under the laws of the State of California (collectively, "Donee" or "Recipient").

RECITALS

WHEREAS Donors are the owners of an original ceramic sculpture commonly known as the "Great Blue Heron" (the "Artwork"), described more fully herein; and

WHEREAS Donors desire to make an unconditional gift of the Artwork, Mounting Structure, and Plaques (defined herein) for public display and enjoyment, together with a cash contribution of $6,500; and

WHEREAS Donee desires to accept said gifts subject to the terms and conditions set forth herein;

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. DESCRIPTION OF THE ARTWORK

The Artwork consists of an original ceramic tile mosaic sculpture depicting a blue heron, measuring approximately eight (8) feet in height by eight (8) feet in width, created by the Artist. Attached as Exhibit A is a detailed description and picture of the Artwork.

The Artist and Donors represent that, to the best of their knowledge and belief, the Artwork has a fair market value of approximately Sixteen Thousand Dollars ($16,000.00) as of the Effective Date of this Agreement. Donee acknowledges that this valuation is an estimate provided by Artist and Donors and that Donee is responsible for obtaining any independent appraisal it may require.

2. GIFT OF THE ARTWORK

Subject to the terms and conditions of this Agreement, Artist and Donors hereby irrevocably give, transfer, and convey to Donee all right, title, and interest in and to the Artwork, free and clear of any liens, encumbrances, or claims of third parties, effective upon delivery and Donee’s acceptance of the Artwork. Upon acceptance of the Artwork in accordance with Section 9, Donee shall hold title to and have full ownership of the Artwork. The parties acknowledge that this is an outright, unconditional gift and that neither Artist nor Donors shall retain any property interest in the Artwork following delivery and acceptance.

3. CASH CONTRIBUTION FOR PRE-INSTALLATION

In addition to the gift of the Artwork, Donors agree to make a one-time cash contribution of six thousand five hundred dollars ($6,500) to Donee to be used to pay Artist for Artist’s costs associated with the services contemplated herein (the "Cost Contribution"). Donors shall pay the Cost Contribution to Donee within thirty (30) days of the Effective Date. Artist agrees to accept the Cost Contribution from Donee in full satisfaction for Artist’s services, with the exception of tile replacement services contemplated in Section 5 for which Artist shall be compensated separately

on a case-by-case basis. Any costs incurred by Artist in excess of the Cost Contribution shall be borne solely by Artist.

4. COMMEMORATIVE PLAQUES

Artist and Donors agree to design, fabricate, and deliver two commemorative ceramic plaques, at Donors' sole cost and expense, which will include the name of the Artwork in the English and Pomo language, the date of installation, along with the names of the Artist, Donors, and Donee (the "Plaques"). The content, design, size, and placement of the Plaques shall be subject to prior written approval by Donee, which Donors shall receive prior to fabrication. Donors shall deliver the Plaques to Donee at a mutually agreed upon site within thirty (30) days receipt of of Donee's written approval. Donee agrees to install, at Donee's expense, the Plaques in reasonable proximity to the Artwork, as determined in Donee's sole discretion. Title transfer, risk of loss, and all ownership responsibility shall pass to Donee upon Donee's acceptance of the Plaques.

5. LIMITED TILE REPAIR COMMITMENT

5.1 Tile Replacements. For a period of ten (10) years commencing on the date of delivery of the Artwork to Donee (the "Repair Period"), Donors agree to deliver replacement tiles to replace any damaged, broken, or missing tile pieces within four (4) months of receipt of written notice from Donee at a cost of not more than $250 per tile. Damaged, broken, or missing tiles will be replaced with replicas of approximately the same shape, size, and color, provided that: (a) Donee provides written notice of the damaged, broken, or missing tile piece(s) to Donors; (b) Artist is alive and is physically able to complete the work; (c) Donee sends any damaged or broken tile pieces to the Artist; and (d) Donee re-installs the replacement tiles with its own forces and at its sole cost and expense.

5.2 Expiration. Upon expiration of the Repair Period, Donors shall have no further obligation of any kind with respect to tile repair or replacement, and all such responsibility shall rest solely with Donee.

6. PRE-INSTALLATION PROCESS

6.1 In addition to the Artwork and Plaques, Artist shall provide technical drawings, plans, and specifications, as well as materials, for mounting the Artwork (the "Mounting Structure").The Mounting Structure for the Artwork shall consist of four (4) horizontal 2ft by 8ft Corten steel sections. The back of each section shall have two (2) horizontal stainless steel Z bars welded to the back. Each section will contain a backer board and the tile pieces will be thinset with exterior grade polymer modified thin set mortar and then grouted with high performance waterproof grout onto the backer board.

6.2 Within sixty (60) days of the Effective Date, Artist shall submit to Donee to-scale drawings, plans, and technical specifications for the Mounting Structure for Donee's review and approval. Upon receipt of written approval by Donee, Artist shall commence preparing and delivering the Corten steel sections and stainless steel Z bars described above.

6.3 Artist shall deliver the Artwork and Mounting Structure to a mutually agreed upon site on the Delivery Date as described in Section 9. Artist and Donors shall be responsible for the labor, material, and equipment necessary to load, transport, and unload the Artwork and Mounting Structure to the mutually agreed upon site.

6.4 After acceptance by Donee, Donee shall be solely responsible for installing the Mounting Structure and Artwork. In no event shall Artist or Donors be responsible for any installation costs exceeding the Cost Contribution described in Section 3.

7. DISCLAIMER OF WARRANTIES; LIMITATION OF LIABILITY

7.1 No Warranty of Longevity or Condition. ARTIST AND DONORS MAKE NO REPRESENTATION OR WARRANTY, EXPRESS OR IMPLIED, AS TO THE EXPECTED LIFESPAN, DURABILITY, STRUCTURAL INTEGRITY, OR CONTINUED EXISTENCE OF THE ARTWORK. The Artwork is donated in its current condition, and Artist and Donors expressly disclaim any warranty of fitness for a particular purpose or merchantability.

7.2 Donee's Assumption of Responsibility for Maintenance and Safety. Upon delivery and acceptance of the Artwork, Donee shall assume sole and exclusive responsibility for the installation, ongoing maintenance, repair, upkeep, inspection, and safe condition of the Artwork. Donee acknowledges that ceramic tile mosaics are subject to weathering, seismic activity, and deterioration over time, and that periodic maintenance is necessary to maintain the Artwork in a safe condition.

7.3 Release of Donors from Liability. Upon acceptance of the Artwork and Mounting Structure in accordance with Section 9, Donee, and each of its council members, officers, managers, employees, agents, contractors, affiliates, successors, assigns, creditors, attorneys, heirs, executors, and administrators, will release, acquit, and forever discharge Donors and their heirs, successors, and assigns from any and all claims, demands, causes of action, damages, losses, costs, and expenses of any nature whatsoever, whether known or unknown, arising out of or related to: (a) any personal injury, property damage, or death caused by the Artwork, its installation, or its condition at any time following acceptance of the Artwork and Mounting Structure; or (b) any deterioration, structural failure, or collapse of the Artwork or its Mounting Structure resulting from the passage of time, lack of maintenance, environmental conditions, seismic events, or any other cause.

Donee expressly waives any and all rights and benefits conferred upon it by the provisions of California Civil Code Section 1542, which provides: "A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release and that, if known by him or her, would have materially affected his or her settlement with the debtor or released party." Donee acknowledges that it may hereafter discover facts different from or in addition to those now known or believed to be true with respect to the subject matter of this release, and they agree that the release shall be and remain in full force and effect notwithstanding any such different or additional facts.

7.4 Release of Donee from Liability. Donors, on behalf of themselves and their respective successors, assigns, officers, employees, agents, and insurers, hereby release, acquit, and forever discharge Donee and each of its council members, officers, managers, employees, agents, contractors, affiliates, successors, assigns, creditors, attorneys, heirs, executors, and administrators, from any and all claims, demands, causes of action, damages, losses, costs, and expenses of any nature whatsoever, whether known or unknown, arising out of or related to the performance of this Agreement and any breach of any of Donors' obligations, representations, or warranties set forth in this Agreement.

Donors expressly waive any and all rights and benefits conferred upon them by the provisions of California Civil Code Section 1542, which provides: "A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release and that, if known by him or her, would have materially affected his or her settlement with the debtor or released party." Donors acknowledge that they may hereafter discover facts different from or in addition to those now known or believed to be true with respect to the subject matter of this release, and they agree that the release shall be and remain in full force and effect notwithstanding any such different or additional facts.

7.5 Indemnification of Donors. From and after acceptance of the Artwork and Mounting Structure in accordance with Section 9, Donee shall, to the fullest extent permitted by California law, defend, indemnify, and hold harmless Donors and their respective heirs, successors, and assigns (collectively, "Indemnified Parties") from and against any and all claims, demands, suits,

actions, proceedings, losses, damages, liabilities, costs, and expenses (including reasonable attorneys' fees) arising out of or related to: (a) the installation, maintenance, condition, repair, or removal of the Artwork; (b) any personal injury, death, or property damage caused by or related to the Artwork following the Delivery Date; or (c) any failure by Donees to maintain the Artwork in a reasonably safe condition.

The indemnification obligation set forth in Section 7.5 applies regardless of whether the claim is based on negligence, strict liability, breach of duty, or any other legal theory, provided that it shall not apply to any claims arising solely from the Donors' own gross negligence or willful misconduct prior to acceptance of the Artwork and Mounting Structure.

Donors shall provide Donee with prompt written notice of any claim for which indemnification is sought. Donee shall have the right to control the defense of any such claim and Donors shall reasonably cooperate in such defense. Donors shall have the right to participate in any defense at their own expense.

The parties acknowledge that Donee's indemnification obligations hereunder are subject to applicable provisions of California law governing governmental liability and appropriations, including without limitation the California Government Tort Claims Act (Government Code Section 810 et seq.), and nothing herein shall be construed to expand Donee's liability beyond what is permitted by law. Nothing in this Agreement is intended to expand the liability of Donee beyond that permitted by applicable law, including but not limited to the California Government Tort Claims Act (Government Code Section 810 et seq.) or other provisions of California law governing governmental liability.

7.6 Indemnification of Donee. The Donors and Artist, jointly and severally, hereby release and shall defend and hold harmless the Donee, its officers, officials, employees, volunteers, agents, and contractors from any and all causes of action, suits at law or equity, claims, demands, losses, and liabilities of any nature (including but not limited to attorney's fees for counsel of the Donee's choice, expert fees, and all other costs of litigation) actually or allegedly arising out of any act or omission of the Artist, Donors, or any employee, volunteer, agent, or contractor thereof in the performance of this Agreement and/or any breach of any of the Artist's or Donors' obligations, representations, or warranties set forth in this Agreement. Notwithstanding the foregoing, where the services to be performed by the Artist or Donors under this Agreement are design professional services as that term is defined under California Civil Code Section 2782.8, the Artist and Donors agree to indemnify, defend, and hold harmless the Donee, its officers, officials, employees, volunteers, agents, and contractors against liability for claims against the Donee that actually or allegedly arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Artist and/or Donors in the performance of this Agreement, provided this indemnity does not apply to liability for damages for bodily injury, property damage or other loss arising from the sole negligence, active negligence or willful misconduct of the Donee, its officers, officials, employees, volunteers, agents, and contractors.

Donee shall be entitled to a defense under this Agreement immediately upon the institution of a claim or action that is covered by this indemnity, even though liability for said claim or action has not yet been determined at the time the duty to defend the Donee hereunder has arisen. The obligations of Artist and Donors under this Section are not limited by the provisions of any workers' compensation act or similar act. Artist and Donors expressly waive any statutory immunity under such statutes or laws as to the Donee. Artist's and Donors' indemnification obligations apply regardless of whether or not any insurance policies are determined to be applicable to the claim, demand, damage, liability, loss, cost, or expense.

8. ARTISTS' RIGHTS AND MORAL RIGHTS

8.1 Copyright. Except as noted in this Agreement, the Artist shall retain all copyrights in all original works of authorship produced under this Agreement. The Artist shall retain all rights under the

Copyright Act of 1976, 17 U.S.C. 101 et seq., and all other rights in and to the Artwork except as otherwise set forth in this Agreement. Donee is not responsible for protecting the intellectual property rights of the Artist or for any third-party infringement of the Artist's copyright or, and the Artist agrees to hold the Donee harmless for any such infringement. The Artist represents and warrants that the Artwork is unique and original and does not infringe upon any copyright.

8.2 Intellectual Property License. The Artist grants to Donee, and to the Donee's agents, authorized contractors and assigns, an unlimited, non-exclusive, royalty-free, irrevocable license to (i) use and display the Artwork and Plaques in public or private venues; and (ii) make, display, and distribute, and authorize the making, displaying, and distribution of photographs, images, reproductions, and other derivatives of the Artwork and Plaques without prior approval of or compensation to the Artist or the Donors. Donee shall ensure that such reproductions are made in a professional and tasteful manner, in the sole and reasonable judgment of Donee. The Artist hereby assigns any proceeds from the sale of any such reproductions to Donee. The parties hereby agree that proceeds from the sale of any such reproductions may be used to maintain and support Donee programs.

8.3 Waiver. With respect to the Artwork, the Artist hereby waives any and all claims, arising at any time and under any circumstances, against the Donee, its officers, agents, contractors, employees, volunteers, successors, and assigns, arising under the federal Visual Artists Rights Act (17 U.S.C. §§ 106A and 113(d)), the California Art Preservation Act (California Civil Code §§ 987, et seq.), and any other local, state, federal, or international laws that convey rights of the same nature as those conveyed under 17 U.S.C. § 106A, California Civil Code §§ 987, et seq., or any other type of moral right protecting the integrity of works of art. Specifically, the Artist hereby waives any and all such claims against any future owners of the Artwork and/or Plaques, and their agents, officers and employees. The Artist hereby represents and warrants the Artist is authorized to sign this waiver and assigns to the Donee any and all rights she has or may have, or her heirs, beneficiaries, devisees, or personal representatives have or may have, under the foregoing laws. The Artist expressly waives, as to the Artist, his successors in interest, and assigns, to the greatest extent allowed by law, any rights Artist, his successors in interest, and assigns may have under California Civil Code Sections 986 through 989. Specifically, but not exclusively, the Artist disclaims, for the Artist, his successors in interest, and assigns, any right to collect a royalty payment upon the sale or transfer of the Artwork and/or Plaques. The Artist also agrees that in no event shall the Artist have the right to place a lien upon the site where the Artwork and/or Plaques is installed or located or upon the Artwork and/or Plaques itself. The Artist, his successors in interest, and assigns shall not be entitled to punitive, consequential, incidental, or other damages under this Agreement.

8.4 Publicity. Donee shall have the right to use the Artist's name, likeness, and biographical information, in connection with the display or reproduction and distribution of the Artwork and/or Plaques including all advertising and promotional materials regarding the Donee.

8.5 Trademark. In the event the Donee's use of the Artwork or Plaques creates trademark, service mark or trade dress rights in connection with the Artwork or Plaques, the Donee shall have an exclusive and irrevocable right in such trademark, service mark, or trade dress. The Artist and the Donors may not use the Artwork or Plaques in any manner that would cause a likelihood of confusion as to source or sponsorship by the Donee, its agents or assigns, or to dilute the distinctive quality of such mark.

9. DELIVERY AND ACCEPTANCE

Artist and Donors shall coordinate the delivery of the Artwork and Mounting Structure with Donee's City Manager or a designee thereof. Delivery of the Artwork shall occur on a mutually agreed upon date (the "Delivery Date"). Upon delivery, Donee's City Manager, or designee thereof, shall execute a written Receipt and Acceptance confirming that the Artwork and Mounting

Structure has been received in satisfactory condition. Title transfer, risk of loss, and all ownership responsibility shall pass to Donee upon execution of such written Receipt and Acceptance.

10. INSURANCE

10.1 Each party represents and promises to maintain at its sole cost and expense sufficient insurance to cover the risks it undertakes pursuant to this Agreement and the liabilities that may arise in relation to this Agreement. Each party shall require all of its subcontractors, consultants, and other agents to do the same.

10.2 From and after the Delivery Date, Donee shall be responsible for insuring the Artwork against loss, theft, and damage to the extent Donee deems appropriate in its sole discretion. Donors shall have no obligation to maintain any insurance with respect to the Artwork following acceptance thereof.

11. TERMINATION

11.1 Any party may terminate this Agreement for any reason upon thirty (30) days' written notice to the other parties.

11.2 Should any party terminate this Agreement prior to delivery to and acceptance of the Sculpture and Mounting Structure by Donee, Donee shall promptly return any unexpended portion of the Cost Contribution to Donors.

11.3 The parties agree that the provisions set forth in Sections 7, 8, and 10 shall survive termination of this Agreement.

12. GENERAL PROVISIONS

12.1 Governing Law and Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of California, without regard to its conflict of laws principles. The venue for ay litigation shall be in Lake County, California and the parties hereby consent to sole jurisdiction in Lake County for purposes of resolving any dispute or enforcing any obligation arising under this Agreement.

12.2 Entire Agreement. This Agreement constitutes the entire agreement of the parties with respect to the subject matter hereof and supersedes all prior negotiations, representations, warranties, and understandings of the parties.

12.3 Amendments. This Agreement may not be modified or amended except by a written instrument signed by all parties.

12.4 Severability. If any provision of this Agreement is found to be unenforceable, such provision shall be modified to the minimum extent necessary to make it enforceable, and the remaining provisions shall continue in full force and effect.

12.5 Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument. Electronic or PDF signatures shall be deemed valid.

12.6 Ownership of Documents. Design documents, construction documents, samples, mock-ups, designs, and all other documents, materials, and items prepared and submitted by Artist and/or Donors to the Donee pursuant to this Agreement shall belong to Donee and be public records subject to the California Public Records Act. The Donors may retain copies thereof and may make additional copies of documents in the possession of Donee upon request. The Artist retains the right to use photographs and design sketches for his use for promotional purposes and grants the same to the Donee.

12.7 Excused Failure to Perform. The Artist and/or the Donors shall not be liable for any failure to perform if the Artist and/or the Donors present acceptable evidence, in the Donee's sole judgment, that such failure was due to causes beyond the control and without the fault or negligence of the Artist and/or the Donors.

12.8 Waiver. No provision, covenant, or condition of this Agreement shall be deemed to have been waived by a party unless in writing signed by one authorized to bind the party asserted to have consented to the waiver. The waiver by a party of any breach of any provision, covenant, or condition of this Agreement shall not be deemed to be a waiver of any subsequent breach of the same or any other provision, covenant, or condition.

12.9 Remedies Non-Exclusive. Each right, power, and remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise shall be cumulative and shall be in addition to every other right, power, or remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise. The exercise, the commencement of the exercise, or the forbearance from the exercise by any party of any one or more of such rights, powers, or remedies shall not preclude the simultaneous or later exercise by such party of any or all of such other rights, powers, or remedies.

12.10 No Third Party Beneficiaries. Except as expressly stated herein, there is no intended third-party beneficiary of any right or obligation assumed by the parties.

12.11 Subcontracting. Artist and Donors shall not delegate, transfer, subcontract, or assign their duties or rights hereunder, either in whole or in part, without the Donee's prior written consent, and any attempt to do so shall be void and of no effect.

12.12 Binding on Successors. This Agreement shall be binding on the successors and assigns of the parties.

12.13 No Presumption Against Drafter. Each party had an opportunity to consult with an attorney in reviewing and drafting this Agreement. Any uncertainty or ambiguity shall not be construed for or against any party based on attribution of drafting to any party.

12.14 Independent Contractor. Any services performed by Artist and/or Donors will be performed as an independent contractor and in pursuit of Artist's and/or Donors' independent calling, and not as an employee of Donee. Artist and/or Donors and any contractor(s), subcontractor(s), or agents thereof shall be responsible for their own insurance (liability, worker's compensation, health and automotive), retirement contributions, expenses, and state and federal taxes. Artist and Donors acknowledge and agree that the Donee will make no income tax or other withholdings from the amounts payable to Artist and/or Donors pursuant to this Agreement.

12.15 Notice. Any written notices required by this Agreement shall be sent to the following addresses (or to such other addresses as the parties may designate in writing from time to time):

If to Donee:
Attn: Kevin Ingram, City Manager
City of Lakeport
225 Park St.
Lakeport, CA 95713
Telephone: (707) 263-5615
Facsimile: (707) 263-8584
Email: kingram@cityoflakeport.com

With courtesy copy to:

Mackenzie D. Anderson, Esq.
Colantuono, Highsmith & Whatley, PC
420 Sierra College Drive, Suite 140

Grass Valley, CA 95945-5091
Phone (916) 898-0042
Email: MAnderson@chwlaw.us

If to Donors:
Attn: [Insert Name]
[Insert mailing address]
Telephone: [Insert]
Facsimile: [Insert]
Email: [Insert]

If to Artist:
Attn: [Insert Name]
[Insert mailing address]
Telephone: [Insert]
Facsimile: [Insert]
Email: [Insert]

12.16 Authority. Each party represents and warrants that it has full power and authority to enter into this Agreement and that the person executing this Agreement on behalf of each governmental entity is duly authorized to do so.

IN WITNESS WHEREOF, the parties have executed this Gift and Donation Agreement as of the date first written above.

DONORS:

_____ Date: _____
David Roberts

_____ Date:_____
Neal A. Roberts

_____ Date: _____
Yuliya Osetrova

CITY OF LAKEPORT:

_____ Date: _____
Authorized Signatory
Title: _____

Exhibit A



Medium: Ceramic

Size: 8’ x 8’ x 4”

Weight: +/-800lbs

Material: Clay - Amaco Bone White; Glaze - Spectrum Shino;
Cone: 6

Year: 2022

Description: Bas relief image of a blue heron holding a poppy over a marsh ecosystem. The piece was built in Fresno, California to honor the wildlife of the San Joaquin Valley wetlands. This piece was built in anticipation of installing it on a public wall or building.

Community Built: Students from University High School (UHS) helped build Blue Heron during their two-week Winter Intersession. UHS paid for the materials and Fresno State University allowed use of their facilities at the Conley Arts Center. The unfinished piece was transported to the artist's studio, further developed, cut into tile pieces, and bisque fired by the artist. Students helped glaze the tiles and the artist glaze fired the tiles in studio.

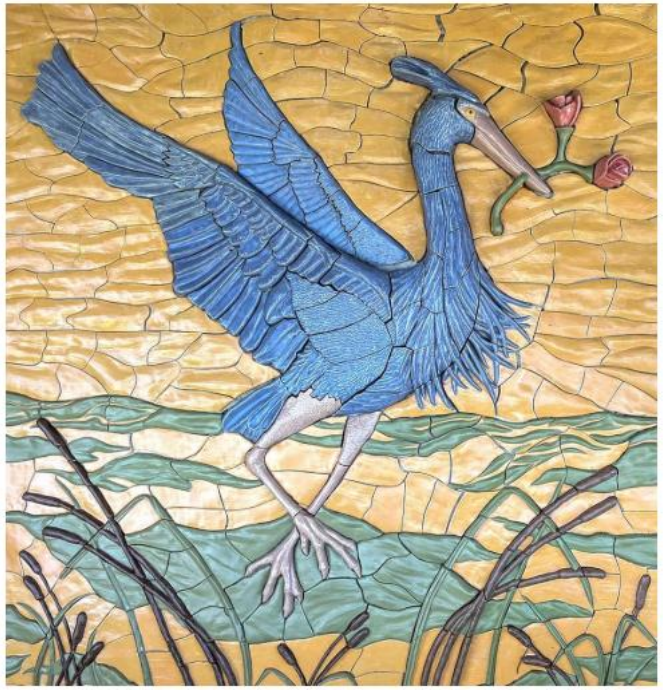
Process: Clay was rolled into a .75in thick canvas. Clay was added and subtracted clay to form the image. The image was cut into 6 - 9in tile pieces, numbered, dried, bisque fired, glazed with Spectrum Shino glazes, and glaze fired to Cone 6.

Blue Heron Tile Mosaic

Silveira Community Center – Main Street







BLUE HERON MOSAIC STORY / BACKGROUND

This story was originally published December 11, 2024 at 5:30 AM.

By **Marek Warszawski** Fresno Bee

Updated December 12, 2024 11:45 AM

David Roberts shows a photo of a great blue heron ceramic mural that he and a class of University High School students created in 2022. At the moment the pieces of the mural are wrapped up in newspaper and stored in boxes in his garage. He has been trying to find someone willing to invest in having the piece installed along the Lewis S. Eaton Trail in north Fresno to no avail. CRAIG KOHLRUSS ckohlruss@fresnobee.com

Read more at: https://www.fresnobee.com/opinion/opn-columns-blogs/marek-warszawski/article296835504.html#storylink=cpy

It began as an ambitious class project dreamt by 20 University High School students and Fresno artist David Roberts, their teacher for intersession ceramics.

Together, let's create a mural large enough for public display that showcases the native habitat of the San Joaquin River and present it to the powers-that-be for installation on the Lewis S. Eaton Trail.

What Roberts and his students came up with, over the course of a few months in early 2022, is a bas-relief sculpture that depicts a great blue heron against a marsh background holding two California poppies in its beak.

"Besides being the apex predator of their ecosystem, I think (blue herons) are elegant looking," Roberts said. "I love the lines and curves that are created by their bodies."

But instead of standing beside the Eaton Trail or a busy freeway, the striking blue heron remains packed in five boxes containing 350 individually wrapped pieces of glazed and painted ceramics stored in Roberts' garage.

For more than two years, Roberts has tried in vain to get someone to install the piece. He met with officials from the city's parks and public works departments – and even scouted out a potential site where the Eaton Trail extends north from Woodward Park across from The Compass.

He wrote to Fresno Mayor Jerry Dyer and multiple council members but received little support. He applied to Caltrans to get the piece installed along freeway 41 but was rejected in favor of out-of-town artists. He lobbied everyone from Fresno State President Saúl

Jiménez-Sandoval to Fresno Arts Council Executive Director Lilia Gonzales Chavez to San Joaquin River Parkway and Conservation Trust Executive Director Sharon Weaver.

So far nothing has worked.

“I had no idea it would be so difficult to get this going,” Roberts said. “I’ve pushed and pushed and pushed but am getting no response.” Money is the largest impediment. The blue heron sculpture is so large (8 feet tall and 8 feet wide) and heavy (Roberts estimates the tiles themselves weigh 800 pounds) that its installation will require a stemwall foundation built from concrete or cinder blocks.

Roberts believes the price tag would be about $75,000, including compensation to himself for installing and grouting the piece. “It’s a great offer, but the offer comes with a caveat,” said Weaver, who runs the nonprofit dedicated to preserving the San Joaquin River Parkway and promoting its educational, recreational and agricultural uses.

Measure P money unspent

Hang on a minute. Isn’t the city flush with taxpayer funding designated for parks, arts and river parkway trails? A sculpture along the Eaton Trail near Woodward Park would seem to qualify for all three.

Unfortunately, things aren’t that simple. Because Roberts isn’t a nonprofit nor sponsored by one, he isn’t eligible for a Measure P arts grant. Nor does the ordinance contain any specific language pertaining to public art.

However, the city has tremendous discretion in how it spends Measure P funds specifically allocated to the San Joaquin River Parkway – or doesn’t. Its fiscal year 2025 budget shows nearly $1.8 million dedicated to the river parkway just sitting around.

Weaver said she has tried to convince city officials to make some of that money available, in the form of grants, to projects that benefit the river parkway. They’ve refused.

“The city has wanted to hold Measure P money very close,” Weaver said. “It was a struggle just to get the arts grants going, and besides the contract to the Fresno Arts Council (to administer the arts grants), everything else has stayed in house.”

Growing frustrated with the impasse, Roberts appealed to the city’s Parks, Recreation and Arts Commission during its Nov. 18 meeting. By unanimous vote, commission members recommended that money to install the blue heron be included in the parks department’s 2026 budget.

“This is something that’s beautiful, it’s supposed to go on the Eaton Trail, the students took time out to do this,” PRAC chair Kimberly McCoy said. “They came up with something

beautiful, and I think we should at least try to make a recommendation to the council to explore it."

Based on the lack of interest he has received so far, Roberts isn't getting his hopes up. He's considering donating the sculpture to another city seeking submissions for public art.

"If it fails again, I'm going to take this somewhere else," he said. "But it was built here. This is where it belongs. I've been very adamant about that. But there comes a time when enough is enough."

Getting a beautiful piece of public art created by local students installed on the city's signature walking and biking trail should not be this difficult. Not even in Fresno.

CITY OF LAKEPORT

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

STAFF REPORT	
RE: Delinquent Utility User Accounts	**MEETING DATE:** 6/16/2026
SUBMITTED BY: Danielle Dizon, Finance Director	
PURPOSE OF REPORT: ☐Information only ☐ Discussion ☒Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to cause a written report ("Written Report") to be prepared and filed with the City Clerk containing a description of each parcel of real property within the City/CLMSD to which delinquent water, sewer and solid waste user charges, fees, and penalties are applicable and the amount of the delinquent water, sewer and solid waste user charge, fee, and penalty for each such parcel for the period of June 1, 2025 through May 31, 2026.

BACKGROUND/DISCUSSION:

California Health and Safety Code, sections 5473a and sections 13.04.060, 13.20.560, and 8.16.080 of the Lakeport Municipal Code authorize the City to have the delinquent charges collected by means of inclusion on the property tax roll by Lake County. It is advantageous for the City and CLMSD to have delinquent water, sewer and solid waste user charges for the period of June 1, 2025 through May 31, 2026 collected on the tax roll.

To collect on these accounts, the City is required to notify the delinquent account holders via mail and published notice and give them an opportunity to bring their account current.

Utility bills and delinquency notices are mailed monthly. Final notice to delinquent accounts, as of May 31, 2026, will be sent to account holders around June 30th, 2026.

These accounts will be updated as payments are received prior to Council's review at a public hearing on August 4, 2026. Currently, the dollar amount of delinquent accounts is approximately $33,000. The remaining accounts will be sent to the Auditor-Controller.

OPTIONS:

1. Cause a Written Report to be prepared and filed with the City Clerk.
2. Do not cause the preparation of a Written Report but provide direction to staff.

FISCAL IMPACT:

☐ None ☒ $Approximately $33,000 Budgeted Item? ☐Yes ☒ No

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

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

Comments:

COUNCIL PRIORITIES:

☐ Priority #1: Public Safety & Crisis Response

☐ Priority #2: Disaster Resiliency

☒ Priority #3: Good Governance & Fiscal Stability

☐ Priority #4: Capital Infrastructure Improvement

☐ Priority #5: Safe, Sustainable & Attractive Neighborhoods

☐ Priority #6: Economic Development

SUGGESTED MOTIONS:

Move to adopt the resolution to cause a written report to be prepared and filed with the City Clerk regarding delinquent water, sewer and solid waste user charges, fees, and penalties for the period of June 1, 2025 through May 31, 2026 and setting a public hearing on the written report prior to collection on the tax roll.

☒ **Attachments:**

1. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEPORT AND THE BOARD OF DIRECTORS OF THE CITY OF LAKEPORT MUNICIPAL SEWER DISTRICT ELECTING TO HAVE DELINQUENT UTILITY CHARGES COLLECTED ON THE TAX ROLL FOR THE PERIOD OF JUNE 1, 2025 THROUGH MAY 31, 2026, FIXING THE TIME AND PLACE OF A HEARING ON THE WRITTEN REPORT ON SUCH CHARGES, AND PRESCRIBING NOTICE OF SUCH HEARING

RESOLUTION NO. ____ (2026)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEPORT AND THE BOARD OF DIRECTORS OF THE CITY OF LAKEPORT MUNICIPAL SEWER DISTRICT ELECTING TO HAVE DELINQUENT UTILITY CHARGES COLLECTED ON THE TAX ROLL FOR THE PERIOD OF JUNE 1, 2025 THROUGH MAY 31, 2026, FIXING THE TIME AND PLACE OF A HEARING ON THE WRITTEN REPORT ON SUCH CHARGES, AND PRESCRIBING NOTICE OF SUCH HEARING

WHEREAS, the City of Lakeport (the "City") and the City of Lakeport Municipal Sewer District ("CLMSD") provides certain water, sewer, and solid waste services to its residents and occupants;

WHEREAS, pursuant to section 5473 et seq. of the Health and Safety Code, the City Council/Board of Directors may elect to have delinquent water, sewer and solid waste user charges collected on the tax roll in any fiscal year in the same manner, by the same persons, and at the same time as, together with and not separately from, the general taxes of the City in the manner prescribed by those sections of the Health & Safety Code;

WHEREAS, it is advantageous for the City and CLMSD to have delinquent water, sewer and solid waste user charges for the period of June 1, 2025 through May 31, 2026 collected on the tax roll;

WHEREAS, pursuant to section 5473a of the Health & Safety Code and sections 13.04.060, 13.20.560, and 8.16.080 of the Lakeport Municipal Code, the City Council shall cause a written report ("Written Report") to be prepared and filed with the City Clerk containing a description of each parcel of real property within the City/CLMSD to which delinquent water, sewer and solid waste user charges, fees, and penalties are applicable and the amount of the delinquent water, sewer and solid waste user charge, fee, and penalty for each such parcel for the period of June 1, 2025 through May 31, 2026; and

WHEREAS, prior to adopting the Written Report and the charges therein contained, the City Council/Board of Directors must give notice and hold a hearing thereon.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lakeport and the Board of Directors of the City of Lakeport Municipal Sewer District as follows:

1. The City Council/Board of Directors does hereby elect to have delinquent water, sewer and solid waste user charges, fees, and penalties for the period of June 1, 2025 through May 31, 2026 collected on the tax roll, in the same manner, by the same persons, and at the same time as, together with and not separately from, the general taxes of the City.

2. The City Council/Board of Directors directs the preparation of the Written Report containing a description of each parcel of real property within the City/CLMSD to which delinquent water, sewer and solid waste user charges are applicable and the amount of the delinquent water, sewer and solid waste user charge, fee, and penalty for each such parcel for the period of June 1, 2025 through May 31, 2026 and further directs the filing of such Written Report with the City Clerk.

3. On Tuesday, August 4, 2026, at 6:00 p.m., the City Council/Board of Directors shall hold a hearing for the purposes of hearing and considering all objections or protests, if any, to the Written Report filed with the City Clerk, which objections and protests must be lodged before the close of the public hearing.

4. The City Clerk shall cause a notice of the filing of the Written Report and of a time and place of hearing thereon to be published in a newspaper of general circulation printed and published once a week for two consecutive weeks in the City and CLMSD, pursuant to section 6066 of the Government Code prior to the date of said hearing, and shall cause a notice in writing of the filing of the Written Report to be mailed at least 15 days in advance to each person to whom any parcel or parcels of real property described in such report is/are assessed in the last equalized assessment roll available on the date the Written Report was prepared, at the address shown on the assessment roll or as known to the City Clerk.

THIS RESOLUTION was passed and adopted by the City Council of the City of Lakeport at a regular meeting held on the 16th day of June, 2026.

AYES:
NOES:
ABSENT:
ABSTAIN:

_____
BRANDON DISNEY, MAYOR &
CHAIRPERSON

ATTEST:

_____
KELLY BUENDIA, Clerk
City of Lakeport & CLMSD

CITY OF LAKEPORT

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

STAFF REPORT

RE: Fiscal Year 2026/27 Budget Workshop	**MEETING DATE:** 06/16/2026
SUBMITTED BY: Danielle Dizon, Finance Director	
PURPOSE OF REPORT: ☐Information only ☒ Discussion ☐Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The purpose of this workshop is to provide the City Council and public with an overview of the proposed Fiscal Year 2026/27 budget and to receive feedback prior to formal adoption. This workshop will focus on the General Fund, Water Operations & Maintenance, and Sewer Operations & Maintenance funds.

BACKGROUND/DISCUSSION:

This budget workshop is intended to provide the City Council and public with an overview of the proposed Fiscal Year 2026/27 budget in advance of final adoption. The session will highlight key fiscal trends, summarize departmental budget requests, and review the City's major operating funds—General Fund, Water Operations & Maintenance, and Sewer Operations & Maintenance. The workshop provides an important opportunity for Council to ask questions, offer direction, and identify any adjustments prior to the adoption of the Final Budget.

As reflected in the City Manager's budget message, the FY 2026/27 budget reflects both progress and fiscal challenges. Rising fixed costs—particularly in the areas of insurance and pension obligations—continue to outpace relatively flat revenues. At the same time, the City is advancing key capital projects, maintaining core services, and positioning itself to respond to economic uncertainties while addressing high-priority community needs.

A special meeting of the City Council has been scheduled for Tuesday, June 30, 2026, to consider adoption of the Final Budget document, incorporating any changes identified through this workshop process.

OPTIONS:

1. Receive the Fiscal Year 2026/27 Budget Workshop presentation and provide direction to staff in preparation for final budget adoption at the special meeting scheduled for June 30, 2026.
2. Take no action.
3. Or alternatively, the Council may provide staff with alternative direction.

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: All

Comments**:** There is no fiscal impact associated with the workshop itself; financial impacts will occur only upon formal adoption of the FY 2026/27 budget by the City Council.

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 ACTION:

Receive the Fiscal Year 2026/27 Budget Workshop presentation and direct staff to incorporate Council input in preparation for final budget adoption at the special meeting scheduled for June 30, 2026.

☒ **Attachments:**

1. FY 2026/27 Budget Overview
2. Revenue & Expenditure Summary
3. City Manager's Budget Message
4. Department Operating Budgets & Goals

ATTACHMENT 1

FY 2026/27 Budget Overview


2026/27 BUDGET
WORKSHOP



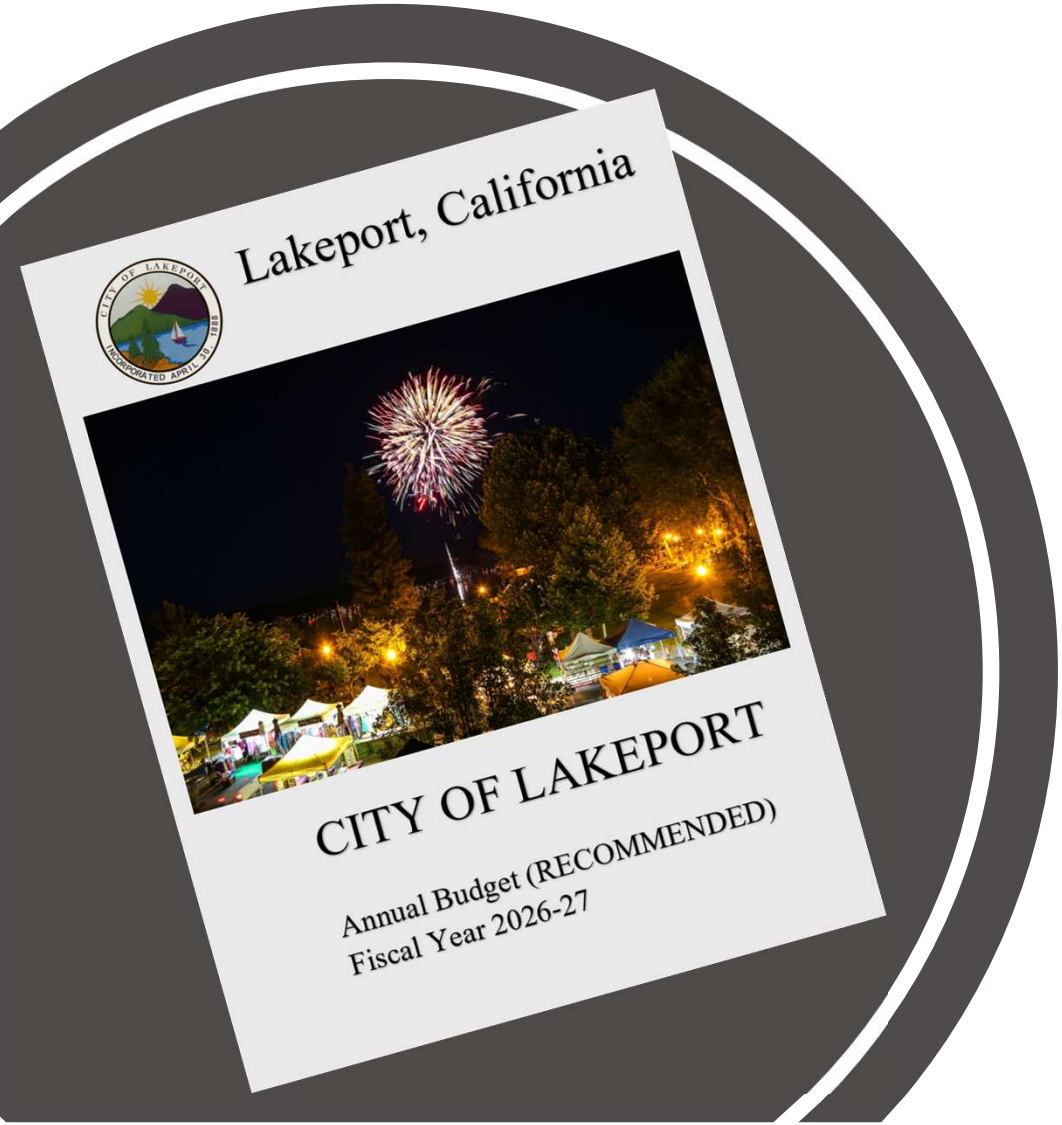
AGENDA

- Schedule
- The document
- The budget approach
- Highlights
- Analysis
- Questions

BUDGET SCHEDULE, FY 26-27

- February
  - Develop budgetary approach and document format
- March
  - Planning
  - Distribute budget instructions and workbooks to departments
- April
  - Strategic planning with Council
  - Evaluate Budget Requests
- May
  - Reconcile Budget Requests
  - Develop CM budget message and document draft
- June
  - Budget Workshop
  - Final revisions
  - Document finalization
  - Adoption





THE DOCUMENT

- Elements
  - City Manager's Budget Message
  - Summary data
  - CIP
  - Fund detail
    - General
    - Water
    - Sewer
    - Other funds
  - Departments
  - Appendices

SECTIONS OF NOTE



CM BUDGET MESSAGE



CITY-WIDE SUMMARY



GENERAL FUND SUMMARY



CAPITAL IMPROVEMENT PROGRAM



CHARTS AND GRAPHS



TRENDS AND ANALYSIS

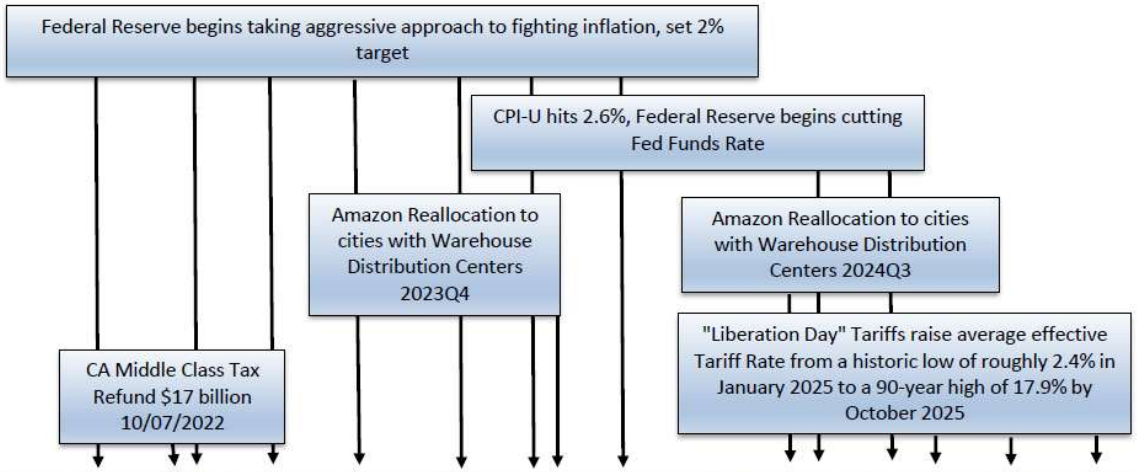


THE APPROACH

- Collaborative
- Strategic and focused to Council Priorities
- Continued emphasis on efficiencies in operations (technology)
- Service delivery effectiveness
- Investments prioritized in:
  Project Completion
- Overcoming Challenges

California Taxable Sales

Quarter over Quarter Percent Change



JURISDICTION OR REGION	2022Q4	2023Q1	2023Q2	2023Q3	2023Q4	2024Q1	2024Q2	2024Q3	2024Q4	2025Q1	2025Q2	2025Q3	2025Q4
Federal Funds Rate (Top of Target Range) >>>	5.00%	5.25%	5.50%	5.50%	5.50%	5.00%	4.50%	4.50%	4.50%	4.50%	4.00%		
City of Lakeport	-4.4%	-5.3%	-1.0%	-7.6%	-2.3%	6.0%	-1.4%	-4.0%	18.7%	-7.8%	19.3%	12.6%	-15.6%
OTHER SOUTHERN	9.5%	-4.7%	12.2%	28.7%	10.3%	21.2%	1.9%	-12.1%	-7.5%	-10.5%	-10.2%	-3.8%	-5.1%
CENTRAL COAST	2.0%	-4.1%	0.1%	-1.5%	-2.6%	3.2%	-3.0%	-4.9%	4.7%	3.6%	5.9%	10.7%	-0.2%
SOUTH COAST	2.6%	0.7%	-0.7%	-2.0%	-4.7%	1.6%	-1.0%	-4.8%	4.3%	-0.5%	0.7%	4.6%	2.6%
S.F. BAY AREA	3.8%	1.8%	-0.1%	-4.1%	-7.1%	-1.6%	-5.5%	-7.4%	5.2%	-2.0%	4.7%	7.0%	4.6%
STATEWIDE	3.2%	-0.4%	-1.1%	-1.9%	-2.7%	0.8%	-1.7%	-4.2%	2.2%	-0.2%	2.0%	4.5%	2.5%
INLAND EMPIRE	4.5%	-1.4%	-2.8%	-2.6%	4.1%	-0.2%	-0.4%	-1.6%	-3.3%	1.6%	3.1%	5.5%	2.8%
SACRAMENTO VALLEY	0.3%	-4.1%	-2.1%	-1.3%	-1.7%	0.8%	1.2%	-3.5%	3.0%	2.9%	0.9%	4.4%	1.3%
CENTRAL VALLEY	5.6%	-3.3%	-2.0%	1.6%	4.7%	2.5%	-0.8%	2.0%	-4.4%	-0.2%	2.1%	-2.5%	0.0%
NORTH COAST	-4.6%	-6.5%	-4.7%	-0.6%	0.4%	2.0%	-0.8%	-6.9%	1.4%	-3.8%	-2.5%	5.3%	-0.6%
OTHER NORTHERN	0.3%	-3.1%	-2.8%	2.6%	-6.6%	0.7%	2.3%	-9.2%	5.6%	3.3%	-2.7%	7.3%	-0.9%
Inflation (U.S. CPI-U) >>>	4.0%	3.5%	3.2%	3.3%	3.2%	2.6%	2.7%	2.7%	2.5%	2.9%	2.8%		
CA Gasoline Average Retail >>>	-19.9%	-6.8%	-2.9%	0.7%	5.9%	-12.0%	-12.8%	-2.5%	-7.1%	-1.8%	2.3%		

COUNCIL PRIORITY AREAS



PUBLIC SAFETY & CRISIS RESPONSE



DISASTER RESILIENCY



GOOD GOVERNANCE & FISCAL STABILITY



CAPITAL INFRASTRUCTURE IMPROVEMENT



SAFE, SUSTAINABLE & ATTRACTIVE NEIGHBORHOODS



ECONOMIC DEVELOPMENT



HIGHLIGHTS

- Total City revenues:
  - $21.2 Million
- Total City expenditures:
  - $25.7 Million
    - Personnel - $7.9 million
    - Operations (Materials, supplies, professional services, etc.) - $6.6 million
    - Grant Funded Projects - $4.3 million
    - Debt service – $2.5 million
    - CIP - $3.7 million
    - Other - $700k



GENERAL FUND

Fiscal Year 2026-27

General Fund Comparison

Account Class	Fiscal Year Ended 2023-24 Actual	2024-25 Actual	2025-26 (Estimated) Actual	2026-27 Recommended	Budget Share
Revenue					
Taxes	$ 5,550,875	$ 5,994,522	$ 6,022,116	$ 6,045,100	82.55%
Franchise Fees	189,148	356,916	335,872	351,000	4.79%
Licenses	315	270	235	300	0.00%
Permits	111,871	161,682	201,823	117,000	1.60%
Fines, Forfeitures, Penalties	8,523	8,900	6,687	8,900	0.12%
Use of Money and Property	245,866	270,451	211,011	210,000	2.87%
Other Agencies	173,722	102,537	198,609	174,000	2.38%
Federal Funding	3,961	1,673	1,120	1,500	0.02%
State Funding	142,489	159,226	137,727	157,500	2.15%
Charges for Service	126,263	188,194	125,775	118,500	1.62%
Interfund Services Provided	-	-	-	-	0.00%
Other	64,312	247,105	243,164	94,300	1.29%
Transfers In	44,630	44,694	45,000	45,000	0.61%
Total	6,661,975	7,536,170	7,529,139	7,323,100	100.00%
Expenditures					
Salaries and Benefits	3,516,308	3,751,638	3,545,511	4,724,871	56.14%
Operations	2,106,843	2,205,739	1,481,670	2,762,868	32.83%
CIP	524,203	227,123	128,316	409,014	4.86%
Transfers Out	455,743	452,925	989,853	520,064	6.18%
Financing Uses	-	-	-	-	
Total	6,603,097	6,637,425	6,145,350	8,416,817	100.00%
Surplus (Deficit)	$ 58,878	$ 898,745	$ 1,383,789	$ (1,093,717)	

GENERAL FUND

2025-26 Adjusted Budget Suplus (Deficit)	$ (1,001,435)
2025-26 Estimated Actual Surplus (Deficit)	1,383,789
Adjustments for Carryover/One-time Items	
N/A	
2025-26 Net Surplus (Deficit)	1,383,789
2026-27 Budget Surplus (Deficit)	(1,093,717)
Add 2025-26 Net Surplus (Deficit)	1,383,789
Reconciled 2026-27 Net Suplus (Deficit)	290,072

WATER FUND

Fiscal Year 2026-27
Fund: 501
Name: Water Utility M & O Fund

	Prior FYs		Current		Proposed		Projections	
	2023-24	2024-25	2025-26	2025-26	2026-27	2026-27	2027-28	2028-29
	Actual	Actual	Budget	Actual (Est)	Requested	Recommended	Projected	Projected
Revenue Sources								
Use of money and property	45,034	39,960	40,000	-	40,000	40,000	41,000	42,230
Income from other agencies	-	-	-	-	-	-	-	-
Federal funding	-	45,462	-	-	-	-	-	-
State funding	-	-	-	-	-	-	-	-
Charges for service	2,678,743	2,867,797	3,005,000	2,672,933	3,108,000	3,108,000	3,201,240	3,297,277
Interfund services provided	103,512	110,918	120,000	120,000	125,000	125,000	128,750	132,613
Other revenue	-	-	-	-	-	-	-	-
Total revenue	2,827,289	3,064,137	3,165,000	2,792,933	3,273,000	3,273,000	3,370,990	3,472,120
Expenditures								
Salaries and benefits	1,488,927	1,022,977	1,356,352	1,227,055	1,619,242	1,566,753	1,598,088	1,662,012
Operations	702,989	838,925	952,937	563,686	999,958	1,032,308	1,259,416	1,322,387
Grants/Loans	-	-	-	-	-	-	-	-
Debt service	389,595	372,770	756,454	617,789	757,428	757,428	765,002	765,002
Capital outlay/CIP	501,923	990,749	1,196,675	1,149,384	314,480	303,892	-	-
Total expenditures	3,083,434	3,225,421	4,262,418	3,557,914	3,691,108	3,660,381	3,622,506	3,749,400
Financing Sources (Uses)								
Deductions from	(421,568)	(277,901)	-	-	-	-	-	-
Net sources (uses)	(421,568)	(277,901)	-	-	-	-	-	-
Resources - Use								
Surplus (deficit)	**(677,713)**	**(439,185)**	**(1,097,418)**	**(764,981)**	**(418,108)**	**(387,381)**	**(251,516)**	**(277,280)**

Estimated Beginning Fund Balance	674,685	$ 674,685	$ 287,304	$ 35,788
Inflows	3,273,000	3,273,000	3,370,990	3,472,120
Outflows	3,691,108	3,660,381	3,622,506	3,749,400
Change to fund balance	(418,108)	(387,381)	(251,516)	(277,280)
Anticipated Ending Fund Balance	$ 256,577	$ 287,304	$ 35,788	$ (241,492)

WATER FUND

2025-26 Adjusted Budget surplus (deficit)	$ (1,097,418)
2025-26 Estimated Actual surplus (deficit)	674,685
2026-27 Budget Deficit	(387,381)
Add 2025-26 Net surplus	674,685
Actual 2026-27 Surplus	287,304

SEWER FUND

Fiscal Year 2026-27
Fund: 601
Name: Sewer Utility M & O Fund

	Prior FYs		Current		Proposed		Projections	
	2023-24	2024-25	2025-26	2025-26	2026-27	2026-27	2027-28	2028-29
	Actual	Actual	Budget	Actual (Est)	Requested	Recommended	Projected	Projected
Revenue Sources								
Taxes	81,820	86,474	55,050	70,849	65,350	65,350	68,618	70,676
Use of money and property	116,989	115,860	62,500	100,000	110,000	110,000	112,750	116,133
Income from other agencies	-	-	-	-	-	-	-	-
Federal funding	-	-	-	-	-	-	-	-
State funding	-	-	-	-	-	-	-	-
Charges for service	3,171,450	3,289,561	3,250,000	3,081,122	3,350,000	3,350,000	3,450,500	3,588,520
Interfund services provided	20,807	22,188	18,000	-	20,000	20,000	20,600	21,218
Other revenue	-	623	-	1	-	-	-	-
Total revenue	3,391,066	3,514,706	3,385,550	3,251,972	3,545,350	3,545,350	3,652,468	3,796,547
Expenditures								
Salaries and benefits	1,556,031	712,905	1,434,872	1,227,112	1,613,077	1,560,588	1,591,800	1,671,390
Operations	1,155,198	1,480,493	1,524,476	978,361	1,624,755	1,585,655	1,871,073	1,964,627
Grants/Loans	-	-	-	-	-	-	-	-
Debt service	234,726	212,888	695,674	646,966	700,173	700,173	721,178	728,390
Capital outlay/CIP	180,857	389,892	1,177,139	965,735	527,980	362,892	-	-
Total expenditures	3,126,812	2,796,178	4,832,161	3,818,174	4,465,985	4,209,308	4,184,051	4,364,406
Financing Sources (Uses)								
Deductions from	(1,025,735)	(861,598)	-	-	-	-	-	-
Net sources (uses)	(1,025,735)	(861,598)	-	-	-	-	-	-
Resources - Use								
Surplus (deficit)	**(761,481)**	**(143,070)**	**(1,446,611)**	**(566,202)**	**(920,635)**	**(663,958)**	**(531,583)**	**(567,859)**

Estimated Beginning Fund Balance	682,614	$ 682,614	$ 18,656	$ (512,927)
Inflows	3,545,350	3,545,350	3,652,468	3,796,547
Outflows	4,465,985	4,209,308	4,184,051	4,364,406
Change to fund balance	(920,635)	(663,958)	(531,583)	(567,859)
Anticipated Ending Fund Balance	$ (238,021)	$ 18,656	$ (512,927)	$ (1,080,786)

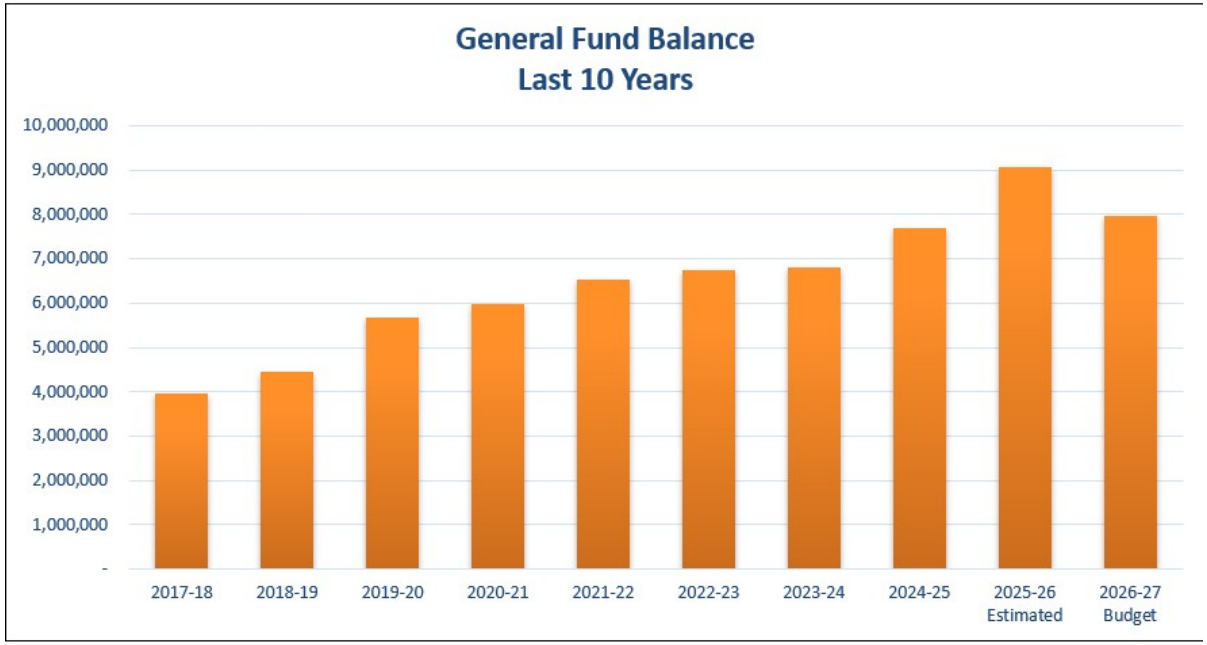
SEWER FUND

2025-26 Adjusted Budget surplus (deficit)	$ (1,446,611)
2025-26 Estimated Actual surplus (deficit)	682,614
2026-27 Budget Deficit	(663,958)
Add 2025-26 Net surplus	682,614
Actual 2026-27 Surplus	18,656

CIP

Fiscal Year 2026-27

Project Name	
ADA Study	South Lakeport Waterline Design
Retail Attraction and Retention Study	Design Scotts Creek Well (GR #3)
Wayfinding Signage	Green Ranch Well Rehab
General Plan Update	Sodium Hypochlorite Conversion - Water & Sewer
Housing Element Update	Replace Tank Site Roof - Control Building
Parkside - Affordable Housing Development	Replace Perimeter Fencing - Lake Intake
Utility Rate Study	Upsize Water Main - 17th Alley
Marked Police Vehicles (x2)	Upsize Water Main - Forbes St. (7th-9th)
Mobile RIMS and RIPPA	Master Meter Install - Royale Condos
Public Safety Camera System	Master Meter Install - Safeway Complex
Lakeport Blvd Corridor Improvements	Lateral Replacements
Engineering - Parallel (Lakeport Blvd to North End)	Manhole Rehabilitation
Engineering - Parallel (175 to Lakeport Blvd)	Point Repairs
Engineering - High St (Main to Giselman)	Main Line Replacement/Slip Line
Engineering - Charlie Jolin Way	Add Chlorination System - Larrecou H2S Control
Engineering - 11th Street (City limits to Main St)	Lift Station Pumps
Engineering - S. Main St. (Lakeport Blvd to Peckham)	SCADA Upgrades - Programming
Engineering - Harry St. (5th to Central Park), and Central Park to 11th	
Silveira Community Center ADA Upgrades	
Storm Water Master Plan	
City Standards Master Plan	
Slipline S. Main St. @ C St.	
Slipline - Industrial Ave	
Forbes Creek Headwall @ Main	
Hartley Storm Drain	
Sidewalk Improvements	
RRFB @ S. Main/Dollar General	
Roof Replacements - PW Facilities	
Bank Preservation Library Park - 3rd to 5th	
Bank Preservation Library Park - 5th to Bridge	



GENERAL FUND BALANCE ANALYSIS

Fiscal Year 2026-27
General Fund, Fund Balance Detail

Classification	Fiscal Year Ended 2023-24 Actual	2024-25 Actual	2025-26 (Estimated) Actual	2026-27 Recommended
Nonspendable:				
Interfund loan: other	$ 289,481	$ 289,481	$ 289,481	$ 289,481
Other	-	-	-	-
	289,481	289,481	289,481	289,481
Restricted:				
PD asset forfeiture - regular	1,874	1,874	1,874	1,874
PD asset forfeiture - gang	-	-	-	-
Debt Service	22,588	22,588	22,588	22,588
	24,462	24,462	24,462	24,462
Committed:				
Operating reserve	1,031,695	-	921,803	1,262,523
Reserve for economic uncertaninties	1,375,594	-	1,229,070	1,683,363
Disaster Reserve	-	-	-	-
Vehicles and equipment reserve	177,735	207,735	237,735	267,735
Road improvements reserve	244,253	274,253	304,253	304,253
Pension and OPEB reserve	1,027,920	1,027,920	1,027,920	1,027,920
Compensated absences reserve	408,375	408,375	408,375	298,375
	4,265,572	1,918,283	4,129,156	4,844,169
Assigned:				
Capital projects	1,700,000	1,700,000	1,700,000	1,500,000
	1,700,000	1,700,000	1,700,000	1,500,000
Unassigned:				
Unassigned fund balance	511,487	3,757,521	2,930,438	1,321,707
	511,487	3,757,521	2,930,438	1,321,707
Total fund balance	$ 6,791,002	$ 7,689,747	$ 9,073,536	$ 7,979,819

Definitions:

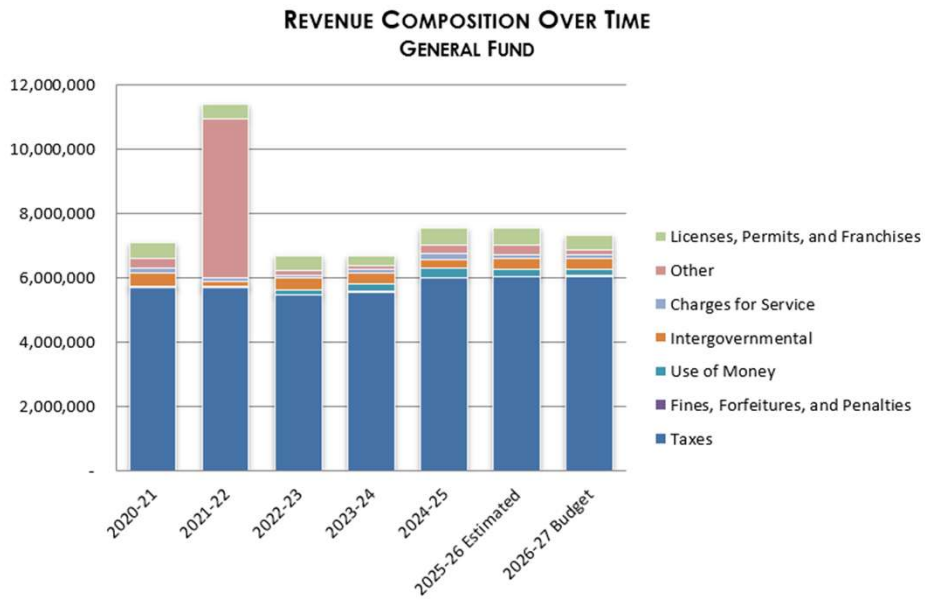
Nonspendable: funds that are not available for current use, typically loan receivables.

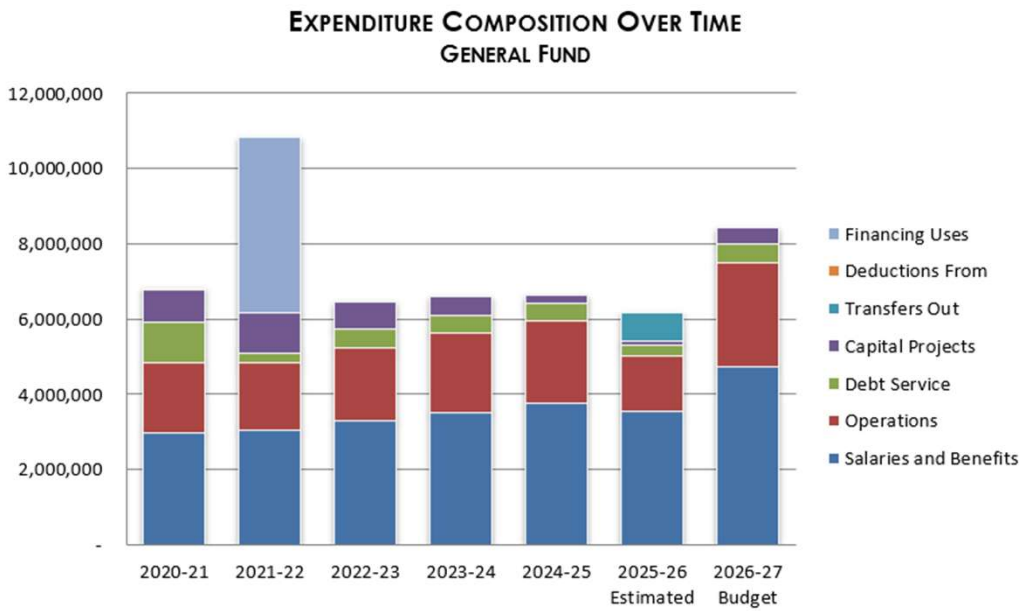
Restricted: funds that have use limitations dictated by the funding source.

Committed: funds that have been earmarked or identified by Council through ordinance or a binding resolution.

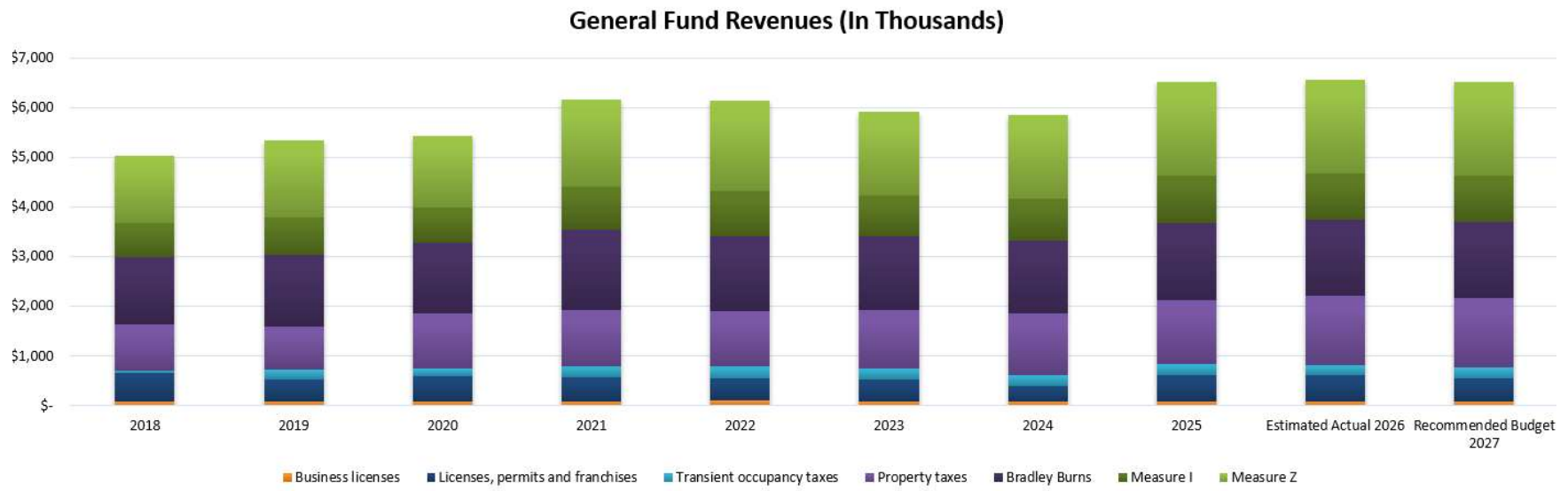
Assigned: funds that have been identified and earmarked by City Management or the Council through the budget process.

Unassigned: all other funds which are not subject to the classifications above.



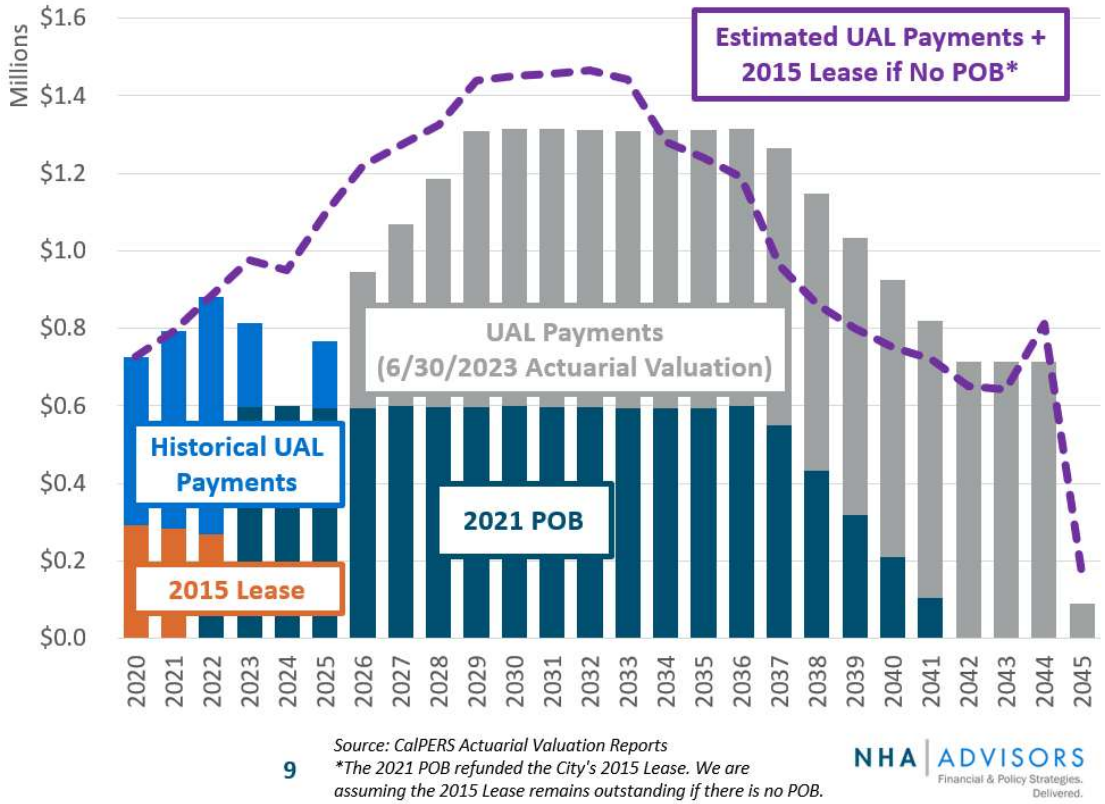


GENERAL FUND REVENUE AND EXPENDITURE ANALYSIS



GENERAL FUND REVENUE SINCE MEASURE Z

PENSION ANALYSIS

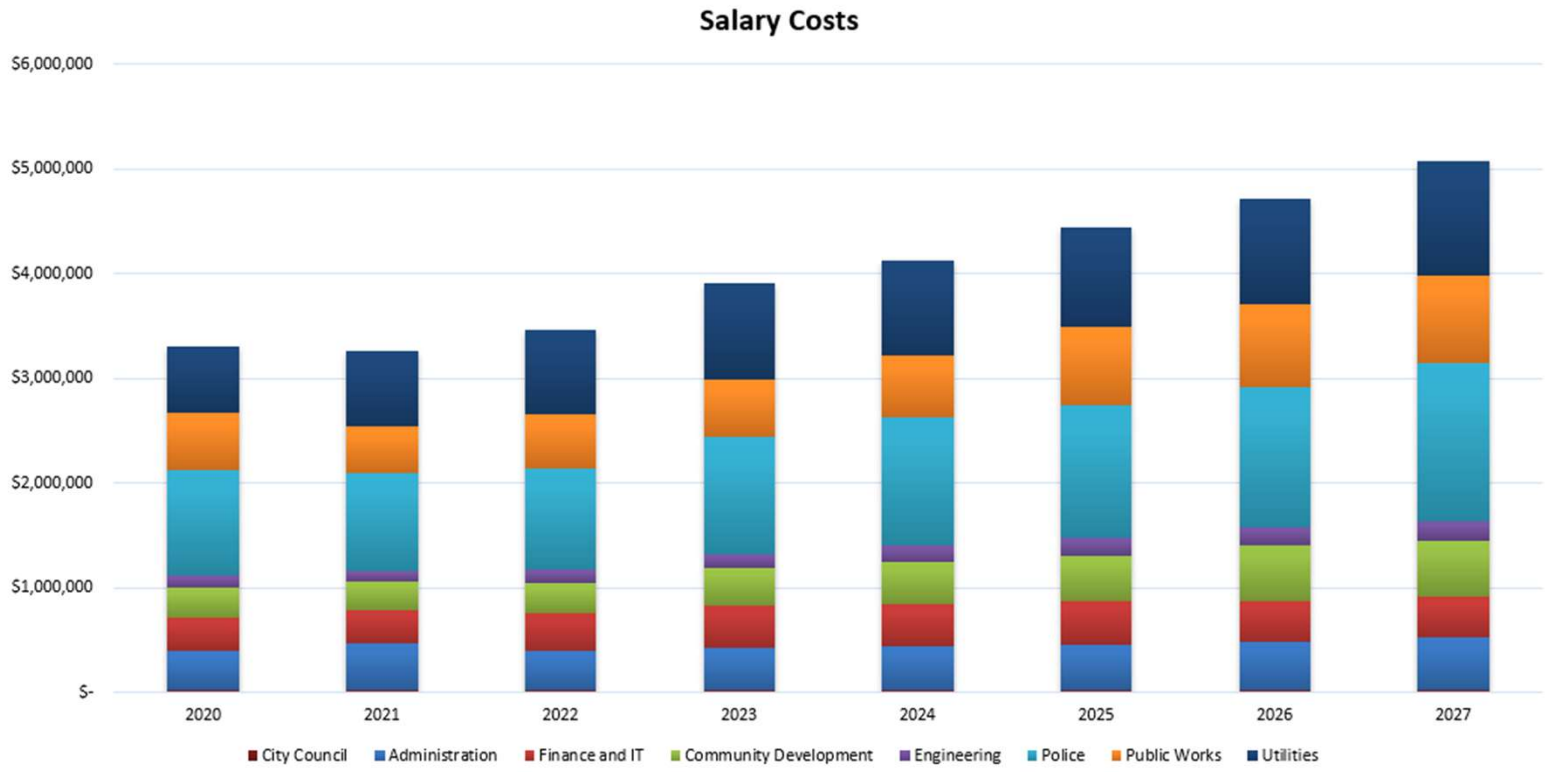


Source: CalPERS Actuarial Valuation Reports
**The 2021 POB refunded the City's 2015 Lease. We are assuming the 2015 Lease remains outstanding if there is no POB.*

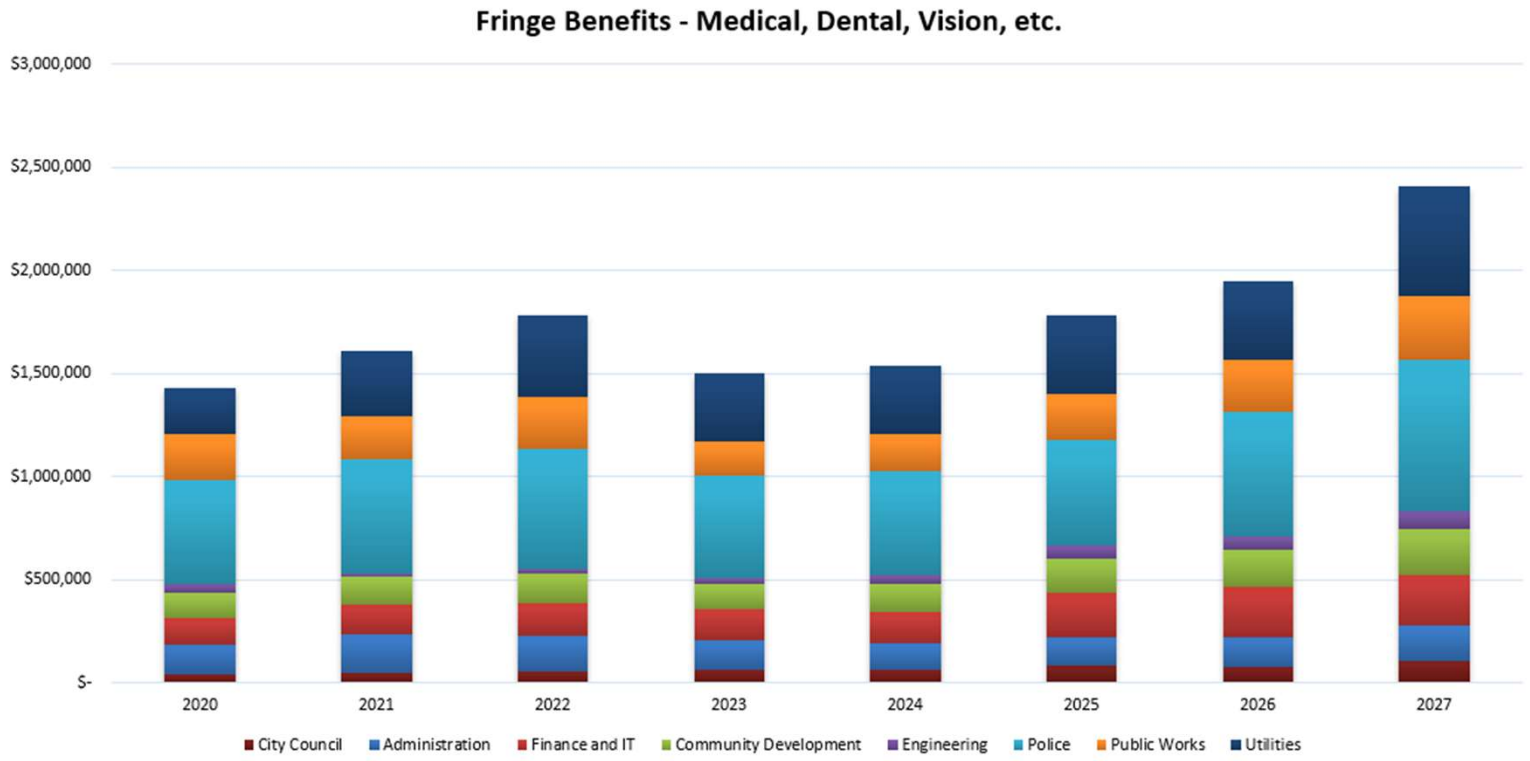
NHA | ADVISORS
Financial & Policy Strategies. Delivered.

- UAL Payments:
  - FY 2024-25 - $171,301
  - FY 2025-26 - $351,633 (+105%)
  - FY 2026-27 - $500,694 (+42%)

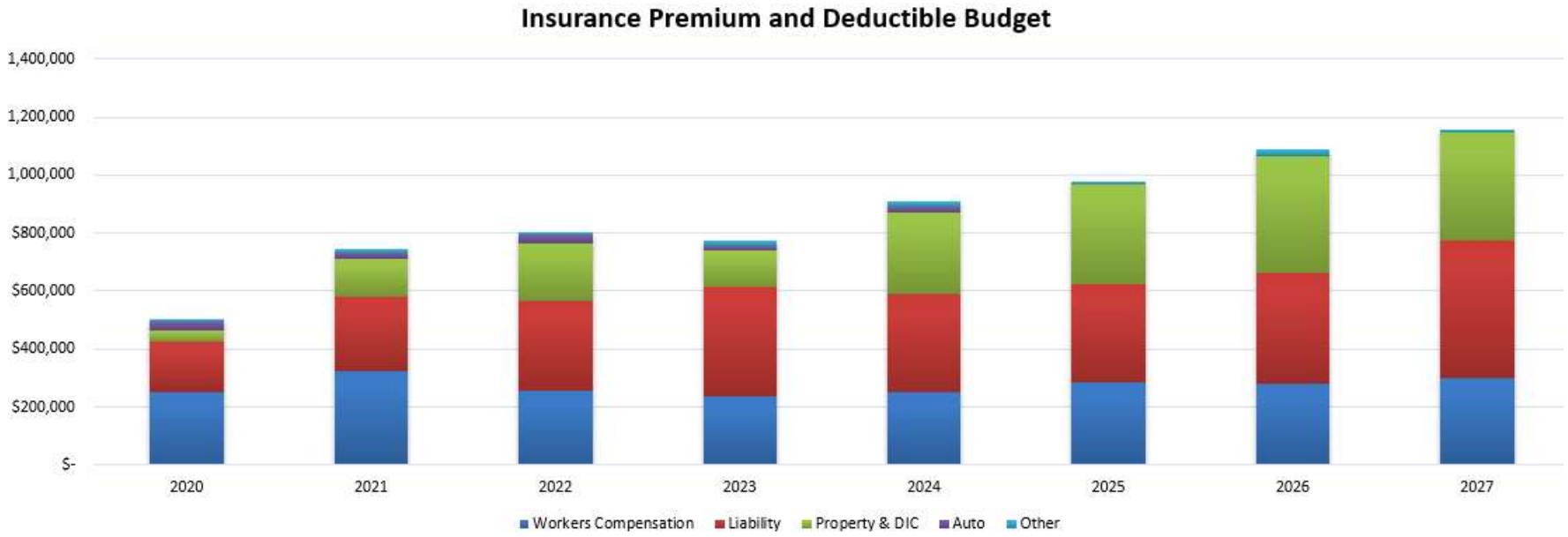
COST ANALYSIS

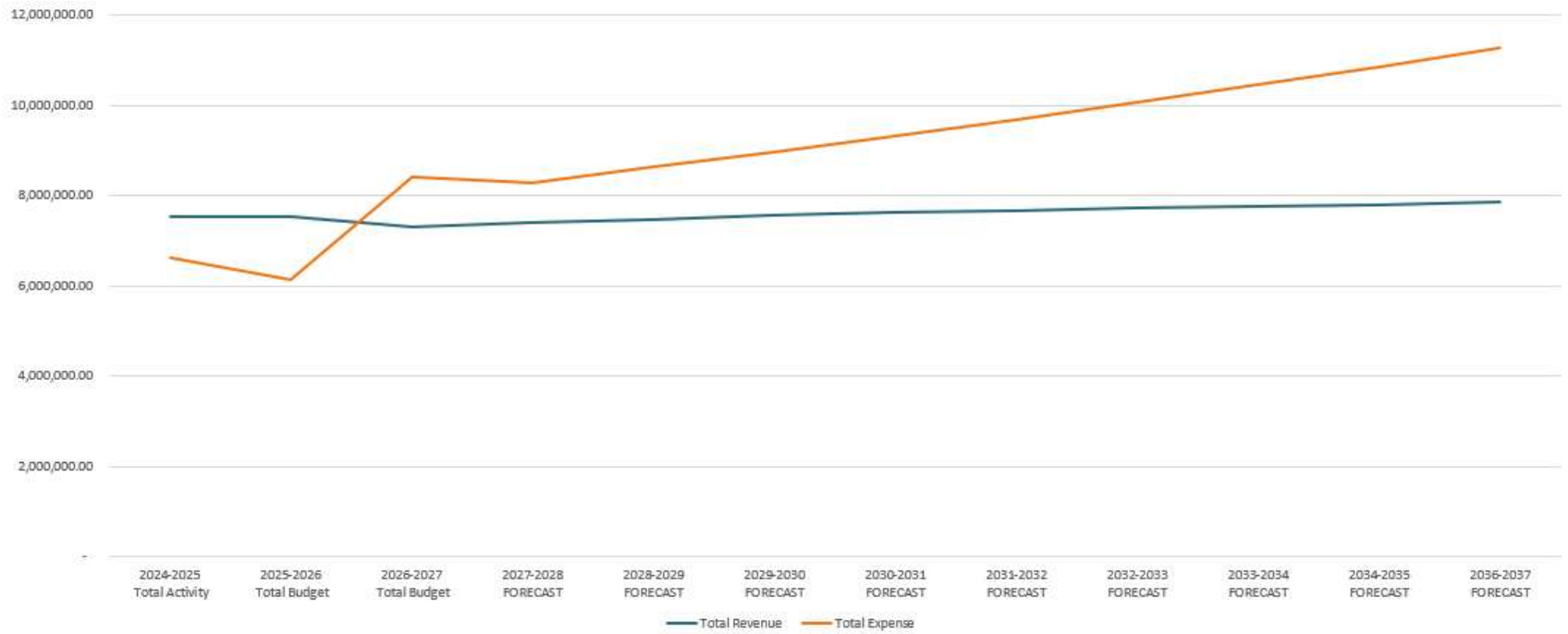


COST ANALYSIS



COST ANALYSIS





GENERAL FUND LONG TERM FISCAL ANALYSIS

POSITION SUMMARY

City of Lakeport
Fiscal Year 2026-27
Position Summary

Classification Title	2024-25 FTE	2025-26 FTE	Change	Proposed 2026-27 FTE
Admin Services Director/ City Clerk	1.00	1.00		1.00
Administrative Analyst	2.00	2.00	1.00	3.00
Administrative Specialist	2.00	2.00		2.00
Assistant City Manager	1.00	-		-
Assistant/Associate Planner	1.00	-		-
Building Inspector	-	-		-
Extra Help Building Inspector	0.50	0.50		0.50
Chief Building Official	1.00	1.00		1.00
City Manager	1.00	1.00		1.00
Community Development Director	1.00	1.00		1.00
Community Development Technician	-	-		-
Compliance Officer	1.00	1.00		1.00
Deputy City Clerk	1.00	1.00		1.00
Electrical Mechanic Technician	1.00	1.00		1.00
Equipment Mechanic	1.00	1.00		1.00
Finance Director	-	1.00		1.00
Financial Services Specialist	3.50	3.00		3.00
GIS/Asset Manager	1.00	1.00	(1.00)	-
Government Accountant	1.00	1.00		1.00
Maintenance Worker	6.00	6.00		6.00
Parks Maintenance Foreman	-	1.00		1.00
Parks Leadworker	1.00	-		-
Parks Maintenance Worker	2.00	2.00		2.00
Planning Services Manager		1.00		1.00
Police Chief	1.00	1.00		1.00
Police Lieutenant /Captain	1.00	1.00		1.00
Police Flexible Classifications	11.00	11.00		11.00
Police Officer	-	-		-
Police Officer (School Resource Officer)	-	-		-
Police Part-time Help	-	-	0.50	0.50
Police Records Supervisor	1.00	1.00		1.00
Police Records and Evidence Clerk	1.00	1.00		1.00
Police Sergeant	-	-		-
Projects Coordinator	2.00	2.00		2.00
Extra Help Projects Coordinator	0.50	0.50	(0.50)	-
Public Works Director	1.00	1.00		1.00
Public Works Extra Help	-	-		-
Public Works Foreman	-	-		-
Public Works Superintendent	1.00	1.00		1.00
Utilities Operator	4.00	4.00		4.00
Utilities Director	1.00	1.00		1.00
Utilities Superintendent	1.00	1.00		1.00
Utilities Supervisor	2.00	2.00		2.00
Wastewater Facilities Supervisor	-	-		-
Water Supervisor	-	-		-
Total FTE	56.50	56.00	-	56.00

QUESTIONS?



ATTACHMENT 2

Revenue & Expenditure Summary

Fiscal Year 2026-27
Revenue Summary by Fund

FUND NO.	FUND NAME	ACTUAL REVENUES 2022-23	ACTUAL REVENUES 2023-24	ACTUAL REVENUES 2024-25	ESTIMATED REVENUES 2025-26	BUDGET REVENUES 2026-27
110	GENERAL FUND	$ 7,088,630	$ 6,661,975	$ 7,536,170	$ 7,529,139	$ 7,323,100
	CAPITAL PROJECTS FUND					
130	GENERAL CAPITAL IMPROVEMENT	-	-	-	-	-
	DEBT SERVICE FUNDS					
140	DEBT SERVICE FUND	261,589	455,743	452,925	428,964	467,076
	SPECIAL REVENUE FUNDS					
202	PARKLAND DEDICATION FUND	-	-	-	-	-
203	ROADS FUND	107,435	265,632	254,062	141,657	1,645,408
207	PROP 172 PUBLIC SAFETY TAX	33,812	44,631	44,694	45,000	45,000
209	LAKEPORT HOUSING PROGRAM FUND	4,001	1,767	3,192	7,553	-
210	PLHA NAVIGATION CENTER	-	138,049	100,261	4,756	-
211	K-9 FUND	-	-	8,138	15,000	4,000
219	APC BIKE AND PEDESTRIAN 10TH ST	-	31,903	43,846	(77,923)	78,000
228	DEPARTMENT BOATING AND WATERWAYS BATHROOMS	-	-	-	-	-
231	CDBG 18-MIT-RIP	-	-	-	1,082	1,272,889
232	ATP PLANNING SIDEWALKS	-	72,169	159,101	(25,574)	55,000
233	CDBG GRANT 2018DR	2,993	5,000	47,733	7,382,048	1,190,275
234	CDBG GRANT 2021	2,438	112,721	386,688	(23,424)	-
236	CDBG GRANT 2020	122,259	78,148	439,354	(4,747)	-
237	CDBG GRANT 2018	165,573	-	-	-	-
238	CDBG GRANT 2017	87,042	77,547	-	-	-
239	CDBG GRANT 2022	-	19,336	12,603	10,740	-
240	HOME PROGRAM INCOME	29,051	17,228	9,487	27,272	-
241	CDBG PROGRAM INCOME	89,850	78,872	356,944	4,157	-
401	TENTH ST DRAINAGE FUND	-	-	-	-	-
402	LAKEPORT BLVD IMPRVMNT FUND	-	41,364	(1,280)	70,000	-
403	SOUTH MAIN ST IMPRVMNT FUND	-	-	-	-	-
407	PARKSIDE TRAFFIC MITIG IMPACT	-	-	-	-	-
408	PARALLEL/BEVINS STORM MAINT	-	-	-	-	-
410	ER STORM DAMAGE PROJECTS	850	34,466	45,363	6,562	461,964
411	SAFE ROUTES TO SCHOOLS	104,889	147,040	-	-	-
413	LAKESIDE PARK FUND	1,413,886	2,467,146	-	-	-
414	STORM DRAINAGE FUND	336	496	2,575	113,055	2,500
415	CITY WIDE STRIPING-HSIP (SAFETY)	-	71,035	76,769	-	-
420	2017 STORM CAPITAL PROJECT FUND	-	545,101	23,075	-	-
	Total special revenue	2,164,415	4,249,651	2,012,605	7,697,214	4,755,036
	ENTERPRISE FUNDS					
501	WATER UTILITY M & O FUND	2,453,780	2,827,289	3,064,137	2,792,933	3,273,000
502	WATER EXPANSION FUND	43,142	5,395	140,486	468,835	30,000
601	CLMSD UTILITY M & O FUND	3,067,987	3,391,066	3,514,706	3,251,972	3,545,350
602	CLMSD EXPANSION FUND	39,610	46,151	46,155	548,936	50,500
606	CLMSD ASSMNT DIST 2017-1 FUND	238,221	238,052	244,633	238,429	240,108
	Total enterprise	5,842,740	6,507,953	7,010,117	7,301,105	7,138,958
	INTERNAL SERVICE FUNDS					
701	RISK MANAGEMENT FUND	-	-	-	892,401	1,158,675
	FIDUCIARY FUNDS					
705	RDA OBLIGATION RETIREMENT FUND [1]	544,752	554,827	440,480	465,845	450,154
801	OPEB AGENCY FUND [2]	144,597	152,968	189,205	-	-
	Total fiduciary	689,349	707,795	629,685	465,845	450,154
	Total	$ 16,046,723	$ 18,583,117	$ 17,641,502	$ 24,314,668	$ 21,292,999

1 This is a private purpose trust fund which does not recognize revenues or expenses but rather additions and deductions.
2 Agency funds do not recognize revenues or expenses but rather additions and deductions.
* Does not inlcude transfers in

Fiscal Year 2026-27
Expenditure Summary by Fund

FUND NO.	FUND NAME	ACTUAL EXPENDITURES 2022-23	ACTUAL EXPENDITURES 2023-24	ACTUAL EXPENDITURES 2024-25	ESTIMATED EXPENDITURES 2025-26	BUDGET EXPENDITURES 2026-27
110	GENERAL FUND	$ 6,786,825	$ 6,603,097	$ 6,637,426	$ 5,611,327	$ 8,416,817
	CAPITAL PROJECTS FUND					
130	GENERAL CAPITAL IMPROVEMENT	-	3,005	1,145,975	82,618	-
	DEBT SERVICE FUNDS					
140	DEBT SERVICE FUND	261,505	455,231	452,525	428,964	467,076
	SPECIAL REVENUE FUNDS					
202	PARKLAND DEDICATION FUND	-	-	-	-	-
203	ROADS FUND	5,950	467,316	293,281	483,306	1,190,000
207	PROP 172 PUBLIC SAFETY TAX	156,841	44,630	44,694	45,000	45,000
209	LAKEPORT HOUSING PROGRAM FUND	2,522	16,981	-	-	-
210	PLHA NAVIGATION CENTER	-	138,049	100,389	-	-
211	K-9 FUND	15,743	7,367	6,165	12,178	6,800
212	C-PLHA (PERMANENT LOCAL HOUSING ALLOC)		-	-	1,328,395	1,377,717
219	APC BIKE AND PEDESTRIAN 10TH ST	-	31,903	43,846	50	-
228	DEPARTMENT BOATING AND WATERWAYS BATHROOMS	-	-	-	-	-
231	CDBG 18-MIT-RIP	-	-	-	1,132	1,272,889
232	ATP PLANNING SIDEWALKS	-	72,169	159,101	-	-
233	CDBG GRANT 2018DR	2,993	5,000	47,733	6,120,666	1,190,275
234	CDBG GRANT 2021	2,438	112,721	386,688	7,725	-
236	CDBG GRANT 2020	122,259	78,147	439,354	-	-
237	CDBG GRANT 2018	162,573	13,783	-	-	-
238	CDBG GRANT 2017	75,413	-	-	-	-
239	CDBG GRANT 2022	-	19,336	12,603	11,500	-
240	HOME PROGRAM INCOME	-	32,183	3,500	3,500	10,000
241	CDBG PROGRAM INCOME	17,625	-	105,925	460,000	-
401	TENTH ST DRAINAGE FUND	-	-	-	87,087	-
402	LAKEPORT BLVD IMPRVMNT FUND	-	246,371	58,235	(144,698)	-
403	SOUTH MAIN ST IMPRVMNT FUND	-	-	-	32,031	-
407	PARKSIDE TRAFFIC MITIG IMPACT	-	-	-	-	-
408	PARALLEL/BEVINS STORM MAINT	-	-	-	-	-
410	ER STORM DAMAGE PROJECTS	-	34,466	45,362	49,313	461,964
411	SAFE ROUTES TO SCHOOLS	104,889	(600)	-	-	-
413	LAKESIDE PARK FUND	608,884	2,467,146	-	-	-
414	STORM DRAINAGE FUND	-	68,560	35,668	27,833	122,000
415	CITY WIDE STRIPING-HSIP (SAFETY)	-	71,036	76,769	-	-
420	2017 STORM CAPITAL PROJECT FUND	17,184	743,137	23,074	-	-
	Total special revenue	1,295,314	4,669,701	1,882,387	8,525,018	5,676,645
	ENTERPRISE FUNDS					
501	WATER UTILITY M & O FUND	2,357,691	3,505,002	3,503,322	3,557,914	3,660,381
502	WATER EXPANSION FUND	14,302	9,349	8,915	67,817	460,000
601	CLMSD UTILITY M & O FUND	3,229,343	4,152,547	3,657,776	3,818,174	4,209,308
602	CLMSD EXPANSION FUND	489,377	5,874	(116,139)	48,796	965,000
606	CLMSD ASSMNT DIST 2017-1 FUND	75,129	65,104	55,153	222,614	244,433
	Total enterprise	6,165,842	7,737,876	7,109,027	7,715,315	9,539,122
	INTERNAL SERVICE FUNDS					
701	RISK MANAGEMENT FUND	-	-	-	-	1,158,675
	FIDUCIARY FUNDS					
705	RDA OBLIGATION RETIREMENT FUND [1]	282,844	244,300	234,057	434,503	477,513
801	OPEB AGENCY FUND [2]	144,597	152,968	189,205	16,475	-
	Total fiduciary	427,441	397,268	423,262	450,978	477,513
	Total	$ 14,936,927	$ 19,866,178	$ 17,650,602	$ 22,814,220	$ 25,735,848

1 This is a private purpose trust fund which does not recognize revenues or expenses but rather additions and deductions.
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ATTACHMENT 3

City Manager's Budget Message

City Manager's Budget Message

The Fiscal Year 2026/27 budget reflects both the opportunities and challenges facing the City of Lakeport as we continue working to provide high-quality services, maintain critical infrastructure, and invest in our community's future. While the City remains fiscally stable and well-positioned to meet its current obligations, the long-term financial outlook continues to require careful planning, disciplined decision-making, and a relentless focus on maximizing every available public dollar.

A central theme of this budget is the growing disconnect between revenue growth and the cost of providing public services. Lakeport remains heavily dependent upon sales tax revenue, which accounts for approximately two-thirds of the General Fund and remains highly vulnerable to economic fluctuations, changing consumer spending patterns, and long-term structural shifts in California's economy. This reality reinforces the importance of supporting local businesses and encouraging residents to shop locally whenever possible, as local spending directly supports the public services residents rely upon every day.

At the same time, the City continues to experience significant increases in operating costs. Over the past five years, expenses related to pensions, healthcare, insurance, and employee compensation have increased substantially, often at rates that far exceed revenue growth. While these investments are necessary to attract and retain qualified employees and maintain essential services, they create increasing pressure on the City's ability to fund new initiatives and maintain long-term financial sustainability.

The practical result is that the General Fund is increasingly focused on supporting the core services residents expect from local government, including public safety, parks, streets, planning, and administrative functions. Large-scale infrastructure improvements can no longer rely solely on local revenues and instead require a combination of grants, partnerships, borrowing, and other external funding sources. For this reason, one of the primary themes of Fiscal Year 2026/27 is project readiness. Following the completion of several major water, sewer, and roadway improvement projects over the past several years, the City is now focused on preparing the next generation of projects through planning, engineering, environmental review, and design. Communities that have completed this foundational work are often best positioned to secure highly competitive state and federal funding opportunities.

Another significant focus for the coming year is workforce stability and succession planning. Like many local governments, Lakeport faces the prospect of several key retirements within the next few years. Ensuring continuity of service requires thoughtful investments in recruitment, leadership development, training, and preservation of institutional knowledge so that the organization remains strong regardless of personnel changes.

The pages that follow highlight the accomplishments of the past year, identify the City's key goals for Fiscal Year 2026/27, and outline how departmental work plans support the City Council's adopted policy priorities. Collectively, they reflect a commitment to responsible stewardship, long-term planning, and continued investment in the people, infrastructure, and partnerships that make Lakeport a strong and resilient community.

KEY GOALS FOR FISCAL YEAR 2026/27

- **South Lakeport Water Resiliency & Fire Suppression Project:** Continue advancing design, annexation processing, and funding strategies for the South Lakeport Water Resiliency and Fire Suppression Project in partnership with the County of Lake. This critical regional infrastructure project will extend municipal water service and fire protection capabilities to the South Main Street and Soda Bay Road corridor, improving emergency response, supporting existing businesses and residents, and strengthening long-term community resiliency.

- **Succession Planning, Workforce Stability & Public Safety Staffing:** Implement a coordinated citywide succession planning strategy to prepare for anticipated retirements in key leadership and operational positions while preserving institutional knowledge and maintaining service levels. Particular emphasis will be placed on maintaining a strong recruitment pipeline within the Police Department through academy sponsorships, lateral recruitment efforts, leadership development, and continued implementation of a budgeted overstaffing strategy designed to reduce vacancy lag times and ensure consistent patrol readiness.
- **Rebuilding Capital Improvement Program Capacity & Project Readiness:** Following several years of significant investment in roadway, utility, and public facility infrastructure, focus on rebuilding capital reserves while advancing engineering, environmental review, design, and planning efforts necessary to position future projects for implementation. Maintaining project readiness remains essential to competing successfully for state and federal grant funding and addressing long-term infrastructure needs that exceed available local resources.
- **Revenue Sustainability & Financial Resiliency:** Continue implementing a long-term strategy focused on maintaining the City's financial health and organizational sustainability. Recognizing that the cost of providing public services continues to outpace revenue growth, the City will pursue a combination of revenue enhancement opportunities, operational efficiencies, risk management initiatives, and long-range financial planning efforts. This work is not defined by any single solution, but rather by the continual evaluation of opportunities to strengthen revenues, control costs, and avoid future service reductions.
- **General Plan and Housing Element Updates:** Begin preparation for the next cycle of General Plan and Housing Element updates, two of the most significant planning efforts required under State law. Early preparation will allow the City to better manage future workload demands, budget impacts, consultant needs, and public outreach requirements while ensuring compliance with evolving state mandates and positioning the community for future growth and investment opportunities.

These key goals reflect the City's focus on balancing immediate service delivery needs with long-term organizational sustainability. By investing in critical infrastructure, maintaining workforce stability, strengthening financial resiliency, and preparing for future planning and development opportunities, Lakeport will continue building upon recent accomplishments while positioning itself to successfully address future challenges and opportunities.

2025-26 FISCAL YEAR IN REVIEW

As we reflect on Fiscal Year 2025/26, the City of Lakeport continued to demonstrate that small communities can accomplish extraordinary things when guided by a clear vision, strong partnerships, and a commitment to long-term planning. Guided by the City Council's priorities and supported by a dedicated staff, the City advanced major infrastructure projects, strengthened public safety services, expanded community partnerships, supported economic development and housing opportunities, and completed numerous planning initiatives that will help position Lakeport for future investment and grant funding opportunities.

One of the most significant accomplishments of the year was the completion of the City's $8 million Water and Sewer Main Replacement Project. This effort replaced approximately two miles of aging water main and one mile of sewer main, modernizing critical infrastructure that will serve the community for decades to come. The utility improvements were coordinated with roadway rehabilitation along Martin Street and Lakeshore Boulevard, maximizing the value of public investment while restoring critical transportation corridors impacted by construction activities. Additional progress was made on utility modernization initiatives, including continued advancement of the Green Ranch Well Project and conversion of treatment facilities to safer sodium hypochlorite disinfection systems.

Separate from the utility replacement effort, the City also completed a major rehabilitation of the South Main Street corridor between First Street and Lakeport Boulevard. In addition to roadway improvements, the project included the construction of several new sidewalk segments in areas where pedestrian facilities previously did not exist, improving accessibility, connectivity, and pedestrian safety along one of the community's most important transportation corridors. Together, these projects represent one of the largest infrastructure investment periods in the City's recent history and reflect the City's ongoing commitment to maintaining and modernizing essential public infrastructure.

The City also made important progress in public safety. The Lakeport Police Department successfully maintained service levels despite ongoing recruitment challenges while continuing to strengthen its leadership team through the promotions of Lieutenant Cooley, Sergeant Freitas, and Sergeant Johnson. Investments in technology and innovation further enhanced the effectiveness of the Department's small but highly capable workforce. New AI-assisted public safety camera systems were deployed at Library Park, Xabatin Park, and Westside Park, while additional technology tools were implemented to support crime analysis, report writing, and evidence-based policing strategies. Combined with the continued expansion of the Behavioral Health Co-Responder Program and strong community policing efforts, these investments have helped improve service delivery while strengthening community safety.

Significant progress was also made on several projects that will shape Lakeport's future. Design efforts advanced on the South Lakeport Water Resiliency and Fire Suppression Project, a transformative regional initiative that will extend municipal water infrastructure and fire protection capabilities into the South Main Street and Soda Bay Road corridor. Coordination with the County of Lake continued to ensure integration with the County's planned roadway improvements while positioning the project for future funding opportunities and implementation.

Housing and community development efforts also gained considerable momentum. Construction moved into the vertical phase on the Parkside Apartments project, bringing the community one step closer to the addition of 64 new affordable housing units. At the same time, the City continued supporting several major development projects, including the Vista Point Healthcare and Retail Campus, Justice-Involved Housing Project, Lake County Head Start Center, Mental Health Assistive Care Facility, Disney Boat Rentals project, and the new Lakeport Courthouse. Collectively, these investments represent millions of dollars in public and private investment and will help expand housing, healthcare, childcare, recreation, and employment opportunities throughout the community.

Partnerships continued to play a critical role in expanding services and opportunities for residents. Through a new partnership with the Lake County Arts Council, the Silveira Community Center has become increasingly available for community programming, educational activities, and public events during evenings and weekends, greatly expanding utilization of this important community asset. The City also continued its partnership with the Westside Community Park Committee to advance the Westside Community Trails Park project, a visionary effort that will ultimately create more than 300 acres of multi-use trails on City-owned property. Additional collaborative efforts through the Lakeport Community Council, Clear Lake Environmental Research Center, Lake County Recreation Agency, and numerous community organizations further demonstrated the value of leveraging partnerships to expand community capacity beyond what City resources alone could provide.

Economic development efforts focused on supporting local businesses, reducing commercial vacancies, and positioning Lakeport for future growth. A notable accomplishment was the formation of the Business Outreach Working Group through the Lakeport Economic Development Advisory Committee. Developed as a grassroots initiative by committee members, the group was created to strengthen direct engagement with local businesses, better understand their challenges and opportunities, and identify practical ways the City and community partners can support their success. Building upon this effort, the City expanded analysis of retail leakage and visitor spending patterns, supported ongoing reinvestment at local lodging properties, and continued efforts to attract investment to key commercial sites throughout the community. At the same time, development activity remained strong with numerous public and private projects moving through the entitlement and permitting process. Perhaps most importantly, the City continued investing in the planning and technical studies necessary to compete for outside funding and prepare future projects for implementation. During the year, the City completed or

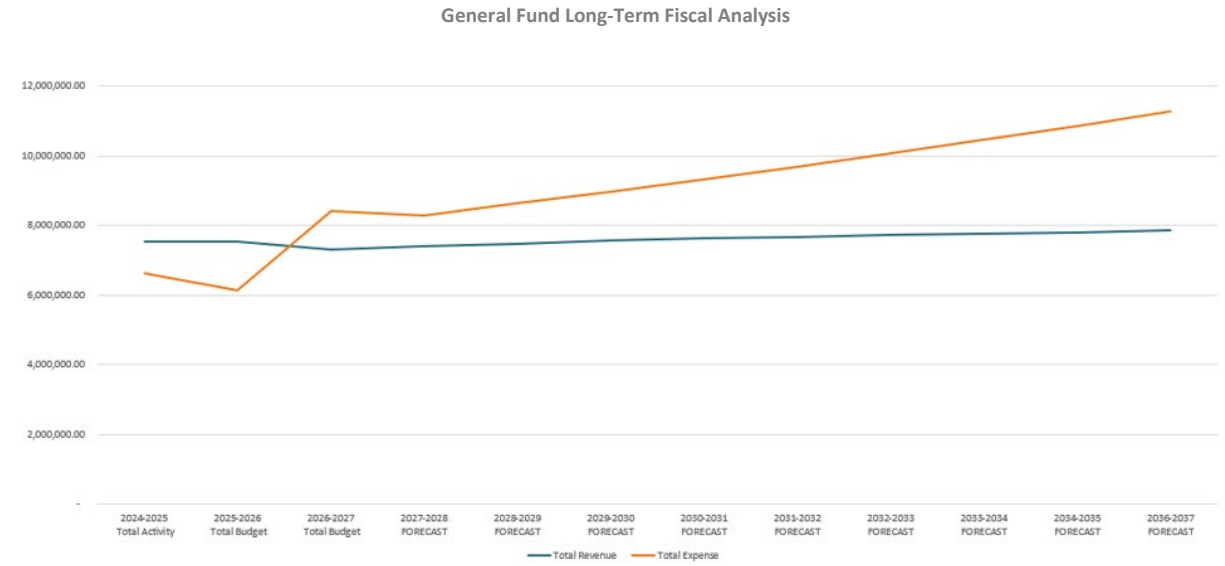
advanced numerous planning efforts, including the Water and Sewer System Master Plan, Local Hazard Mitigation Plan, Active Transportation Plan, Countywide Evacuation Plan, Housing Conditions Survey, Fee Study, and Dutch Harbor Hotel Feasibility Update. While these studies may not always receive the same attention as visible construction projects, they are essential tools that position Lakeport to pursue grants and alternative funding sources. In an era when local revenues alone are insufficient to meet growing infrastructure and service demands, maintaining project readiness and aggressively pursuing outside funding opportunities remain critical to the City's long-term success.

Fiscal Year 2025/26 was a year defined by implementation, partnership, and progress. From major infrastructure investments and public safety enhancements to housing development, community partnerships, and economic development initiatives, the City continued to deliver meaningful results for residents while laying the foundation for future opportunities. Despite ongoing fiscal challenges and increasing service demands, Lakeport remains well-positioned to build upon this momentum through thoughtful planning, strategic investment, and continued collaboration with our regional partners and community stakeholders. We thank the City Council, City staff, community partners, and residents for their continued support and dedication as we work together to shape Lakeport's future.

BUDGET YEAR 2025/26 FINANCIAL HIGHLIGHTS

I am pleased to present a Fiscal Year 2026/27 budget that remains structurally balanced while continuing to support the City Council's priorities and maintain the high level of service residents have come to expect. The budget reflects a thoughtful approach to balancing current operational needs with long-term financial sustainability and positions the City to continue investing in infrastructure, public safety, and community priorities despite an increasingly challenging fiscal environment.

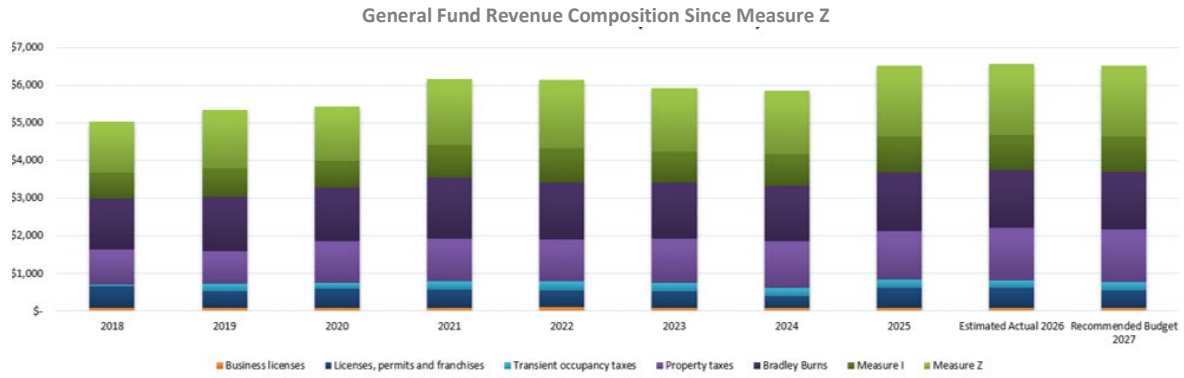
The most significant financial challenge facing the City continues to be the growing gap between revenue growth and the cost of providing public services. While General Fund revenues have remained relatively stable over the past several years, expenditures associated with pensions, employee compensation, healthcare, and insurance continue to rise at rates that significantly outpace revenue growth. Pension costs alone have increased



While the City remains financially stable, long-term projections demonstrate the importance of continued fiscal discipline, revenue diversification, and careful management of rising operating costs.

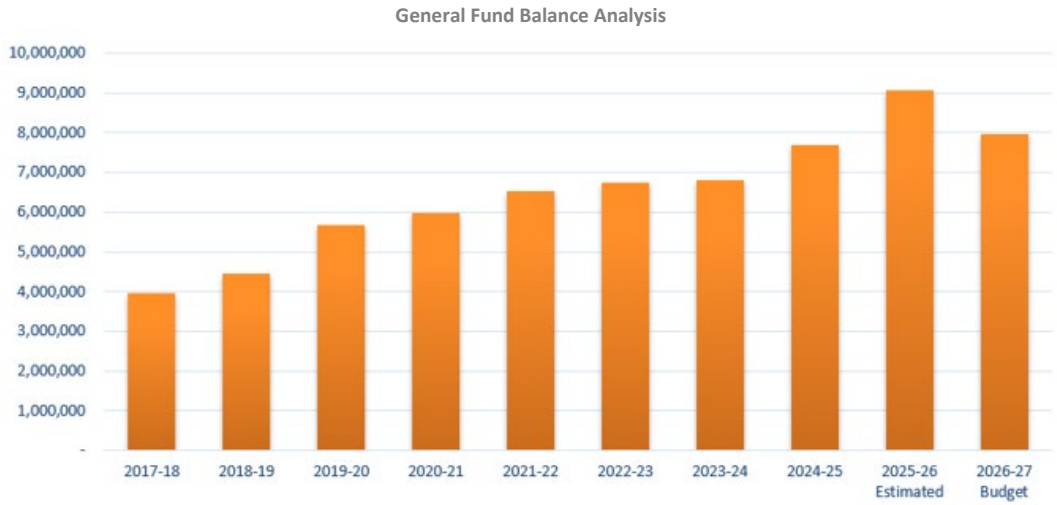
dramatically in recent years, with Unfunded Accrued Liability payments rising from approximately $171,000 in FY 2024/25 to more than $500,000 budgeted in FY 2026/27. Medical insurance premiums increased 23% this year, while property and liability insurance costs have experienced multiple years of substantial increases. These trends are not unique to Lakeport, but they do place increasing pressure on the City's ability to maintain services and fund new initiatives.

The City remains heavily dependent upon sales tax revenue, which accounts for approximately 70% of General Fund tax revenues and continues to be influenced by broader economic conditions, consumer spending habits, and fluctuations within key sectors such as fuel sales and automobile purchases. While recent investments by businesses such as Marshall's and Tractor Supply have strengthened portions of the local retail market, sales tax performance remains volatile and highlights the importance of both supporting local businesses and maintaining a diversified revenue base. As demonstrated throughout this budget document, the continued growth of local revenues alone is unlikely to keep pace with rising operating costs over the long term.



General Fund revenues have remained relatively stable over the past five years; however, the City's continued reliance on sales tax highlights the importance of supporting local businesses and maintaining a diversified revenue base.

Despite these challenges, the City remains in a strong financial position. Through years of prudent financial management, General Fund reserves remain at approximately 95% of annual operating expenditures, providing an important safeguard against economic uncertainty and unforeseen challenges. Current projections indicate that FY 2026/27 will be supported by available fund balance carryover from the prior fiscal year while maintaining healthy



Caption: General Fund reserves remain at historically strong levels, providing the City with financial stability and flexibility to respond to economic uncertainty, unforeseen emergencies, and strategic one-time investment opportunities.

reserve levels. These reserves provide flexibility for one-time investments and strategic opportunities while ensuring the City remains prepared for future economic fluctuations.

A key theme of this year's budget is the transition from major project construction to project readiness. Over the past several years, the City has completed substantial investments in water, sewer, roadway, and public facility infrastructure. While important capital projects will continue in FY 2026/27, including Lakeport Boulevard corridor improvements, ADA upgrades at the Silveira Community Center, emergency drainage repairs, fleet replacement, and continued design of the South Lakeport Water Resiliency and Fire Suppression Project, much of the City's capital investment strategy is now focused on engineering, environmental review, and design work necessary to develop shovel-ready projects. This approach recognizes that the General Fund alone cannot support the community's long-term infrastructure needs and that future success will depend upon maintaining readiness for state and federal grant opportunities, partnerships, and other alternative funding sources.

The City's enterprise funds remain stable, benefiting from recent infrastructure investments and prior rate adjustments. However, both the Water and Sewer Funds are approaching the conclusion of their current rate study cycles, and ongoing utility rate analyses are underway to ensure these systems remain financially sustainable while continuing to provide reliable service and support future capital needs. Current projections indicate both funds will end FY 2026/27 in a positive position, supported by stronger-than-anticipated results from the current fiscal year.

Overall, the Fiscal Year 2026/27 budget reflects a commitment to fiscal responsibility, long-term planning, and strategic investment. While the challenges associated with rising costs and stagnant revenues are real, the City remains well-positioned to navigate those pressures through disciplined financial management, strong reserve policies, aggressive pursuit of external funding, and a continued focus on delivering efficient and effective public services.

FISCAL YEAR 2026/27 PROJECTS AND GOALS

As highlighted throughout this budget document, the City continues to face a challenging fiscal environment in which the cost of providing services, maintaining infrastructure, and supporting a quality workforce continues to outpace revenue growth. While many major revenue sources have remained relatively flat, inflationary pressures, rising insurance and healthcare costs, pension obligations, and increasing construction expenses continue to place significant demands on limited financial resources.

Over the past several years, the City has successfully completed an unprecedented number of major capital improvement projects, including significant investments in water, sewer, roadway, and public facility infrastructure. As a result, Fiscal Year 2026/27 represents a transition year focused on rebuilding capital reserves, strengthening long-term financial sustainability, and preparing the next generation of projects for implementation. Rather than emphasizing numerous large-scale construction projects, this year’s work program places a strong emphasis on project readiness through planning, design, engineering, environmental review, and other activities necessary to position projects competitively for future state and federal funding opportunities.

The continued pursuit of grants and external funding sources remains essential to addressing long-term infrastructure needs and advancing community priorities. Communities that have completed the necessary planning and technical work are often best positioned to secure these highly competitive funding opportunities. Consequently, many of the goals outlined in this budget emphasize the foundational work required to move projects efficiently from concept to construction when funding opportunities become available.

Another significant theme reflected throughout this year's goals is workforce stability and succession planning. The City anticipates several key retirements within leadership and operational positions over the next several years. Ensuring continuity of service requires proactive efforts to recruit and retain talented employees, develop future leaders, preserve institutional knowledge, and maintain the organizational capacity necessary to provide high-quality public services.

The City Council has developed six (6) key priority areas to further focus monetary and staff resources. These priority areas are outlined more comprehensively elsewhere within this document and are listed here:

- Public Safety and Crisis Response
- Disaster Resiliency
- Good Governance and Fiscal Responsibility
- Capital Infrastructure Improvement
- Safe, Sustainable & Attractive Neighborhoods
- Economic Development

My job as City Manager is to implement programs, activities, and directives that further progress within these established City Council priority areas. Department heads have tailored their goals and work plans with these priorities in mind and structured their budget requests accordingly. While many of the proposed projects and initiatives build upon efforts already underway, each has been selected because it advances one or more of the City Council's identified priorities. The following sections summarize how departmental goals and activities support these policy priorities and help move the City toward its long-term vision for Lakeport's future.

Public Safety and Crisis Response. The Lakeport City Council's adopted Public Safety and Crisis Response objectives emphasize maintaining a highly trained and responsive law enforcement organization, advancing compassionate approaches to homelessness and behavioral health challenges, strengthening community policing, and supporting prevention and education efforts that contribute to long-term community safety. The City's FY 2026/27 goals further these objectives through a coordinated focus on staffing stability, community partnerships, crisis response initiatives, and strategic investments in public safety equipment and infrastructure.

<u>Building a Sustainable Police Workforce</u>

The most significant public safety challenge facing the City continues to be the attraction and retention of qualified law enforcement personnel. Like many small rural agencies, the Lakeport Police Department provides officers with broad experience across all facets of policing, creating highly capable professionals who are often attractive candidates for larger agencies offering higher compensation and expanded career opportunities. While the City takes pride in developing well-rounded law enforcement professionals, this reality creates an ongoing challenge in maintaining full staffing levels.

Although the Department has been successful in recruiting new officers, the process of background investigations, academy training, and field training often requires 12 to 18 months before a new officer becomes fully deployable. In contrast, experienced officers leaving for other agencies can transition in a matter of weeks. To address this challenge, the City's primary focus this year is the development of a permanent budgeted overstaffing program. Building upon a Council-supported practice utilized over the past several years, the City intends to permanently budget for two additional officer positions beyond the Department's standard authorized staffing level. This strategy will allow the Department to continuously recruit and train personnel, reducing vacancy lag times and helping ensure consistent patrol readiness.

Maintaining a stronger staffing cushion also helps reduce overtime demands and employee fatigue while supporting officer wellness, retention, and the Department's ability to maintain proactive community policing efforts. These efforts will be complemented by continued investments in leadership development, succession planning, and professional growth opportunities that support long-term organizational stability.

Community Policing and Crisis Response Partnerships

The City will continue to maintain and expand programs that strengthen connections between law enforcement and the community. These include the School Resource Officer program, investigative functions, and community policing initiatives that promote visibility, trust, and collaborative problem-solving. These programs directly support the Council's objective of fostering meaningful relationships between officers and residents while helping address public safety concerns proactively rather than reactively.

Recognizing that many calls for service involve behavioral health, homelessness, or substance abuse concerns, the City will also continue strengthening its co-responder partnership with behavioral health professionals. This collaborative model allows trained mental health practitioners to work alongside law enforcement personnel during crisis situations, improving outcomes for individuals in need while allowing officers to focus on core public safety responsibilities. The partnership reflects the Council's commitment to compassionate, coordinated, and effective responses to complex community challenges.

Investing in Public Safety Infrastructure

The City will continue investing in the tools and infrastructure necessary to support modern policing. This includes completing planned replacement cycles for patrol vehicles, in-car camera systems, patrol rifles, and other essential equipment, including the purchase of two new police vehicles during FY 2026/27. The City will also continue developing a long-term strategy for maintaining and expanding public safety camera systems in parks and other key public spaces. These investments improve officer safety, enhance investigative capabilities, increase accountability, and contribute to a safer environment for residents and visitors alike.

Together, these initiatives advance the Council's Public Safety and Crisis Response priorities by strengthening workforce stability, expanding community partnerships, enhancing crisis intervention capabilities, and ensuring the Department has the personnel and equipment necessary to provide professional, responsive, and community-centered public safety services.

Disaster Resiliency. The Lakeport City Council's adopted Disaster Resiliency objectives emphasize reducing hazard risks, enhancing preparedness, strengthening emergency response capabilities, and supporting effective recovery efforts following disasters. The Fiscal Year 2026/27 goals advance these objectives through strategic infrastructure investments, regional collaboration, facility improvements, and continued implementation of disaster preparedness and hazard mitigation programs designed to strengthen the community's ability to withstand, respond to, and recover from emergencies.

South Lakeport Regional Water Resiliency and Fire Suppression Project

The South Lakeport Regional Water Resiliency and Fire Suppression Project remains one of the City's highest disaster mitigation priorities. Working closely with the County of Lake, the City continues advancing the design of a new municipal water system extension serving the South Main Street and Soda Bay Road corridor while coordinating implementation with the County's planned roadway improvement project. This critical regional infrastructure investment will provide municipal water service, fire hydrants, and improved fire suppression capabilities to an area currently underserved by public water infrastructure and increasingly vulnerable to wildfire threats.

The City will also continue processing a revised annexation application through Lake LAFCo focused on properties seeking municipal water service. By integrating land use planning, infrastructure development, and regional cooperation, the project significantly advances the Council's goals of reducing hazard exposure, improving emergency response capabilities, and strengthening long-term community resiliency. Staff will continue pursuing grant and funding opportunities necessary to move the project toward construction while maximizing coordination with the County's corridor improvements.

Preparedness, Recovery, and Regional Coordination

Lakeport's disaster resiliency efforts are strengthened through ongoing collaboration with regional partners, including the County of Lake and the City of Clearlake. The City will continue implementing priorities identified in the Local Hazard Mitigation Plan, Emergency Operations Plan, and Countywide Evacuation Plan while integrating disaster preparedness and hazard mitigation principles into long-range planning activities. These efforts improve emergency readiness, strengthen interagency coordination, and position the City to remain competitive for future state and federal resilience funding opportunities.

The City will also continue maintaining and updating emergency response procedures, training programs, and resource coordination efforts to ensure preparedness for a wide range of potential hazards, including wildfire, flood, severe weather, utility disruptions, and other emergencies. Through continued planning and regional cooperation, the City seeks to enhance both immediate response capabilities and long-term recovery capacity.

Community Facilities and Resiliency Infrastructure

The revitalization of the Silveira Community Center further contributes to the City's resiliency objectives. Through implementation of ADA improvements funded by Community Development Block Grant resources, the facility will become more accessible, functional, and sustainable as a year-round community asset. In addition to serving everyday community needs, the facility provides a valuable resource that can support emergency operations, community recovery efforts, sheltering functions, and neighborhood-level response activities during future disasters.

Together, these initiatives reflect a practical and comprehensive approach to disaster resiliency. Through investments in critical infrastructure, emergency preparedness, regional coordination, and community facilities, the City of Lakeport continues to strengthen its ability to withstand, respond to, and recover from future emergencies while protecting residents, businesses, and essential public services.

Good Governance & Fiscal Responsibility. The Lakeport City Council's adopted Good Governance & Fiscal Responsibility objectives emphasize transparent decision-making, responsible stewardship of public resources, efficient service delivery, proactive risk management, and long-term organizational stability. While many of the City's most visible accomplishments are represented by completed infrastructure projects and public services, those outcomes are only possible when supported by strong planning, sound financial management, and effective organizational systems. The Fiscal Year 2026/27 goals reflect a continued commitment to strengthening these foundational elements of government while positioning the City to meet future challenges and opportunities.

Building the Foundation for Long-Term Financial Sustainability

Following several years of significant investment in roads, water, wastewater, and other public infrastructure, the City's focus will shift toward rebuilding capital reserves, strengthening long-term financial sustainability, and ensuring that future investments remain aligned with available resources. A key component of this effort will be maintaining a disciplined approach to project planning and capital budgeting while continuing to position priority projects for future grant funding opportunities.

The City will undertake several important financial planning initiatives designed to ensure long-term sustainability and transparency. These include completion of a utility rate study and Proposition 218 process, implementation of a citywide cost-of-service fee study, and continued development of Finance Department capabilities related to long-range forecasting and strategic financial planning. In addition, staff will continue updating long-range capital planning documents, including the Water and Sewer Capital Improvement Program, to better align infrastructure needs with available financial resources. Together, these efforts help ensure that revenues remain aligned with service delivery costs while providing a sustainable framework for future public investments.

Strengthening Organizational Stability and Workforce Readiness

Good governance depends upon strong institutions and knowledgeable employees. Over the next several years, the City anticipates a number of retirements among key leadership and operational positions. In response, the City will

implement a coordinated succession planning strategy focused on leadership development, recruitment, workforce retention, and preservation of institutional knowledge.

This effort extends beyond simply filling future vacancies. Departments will document critical procedures, improve workflow efficiencies, establish structured knowledge-transfer processes, and expand professional development opportunities to ensure organizational continuity. The City will also conduct a comprehensive market assessment of employee compensation and benefits to better understand recruitment and retention challenges while supporting informed labor negotiations and workforce planning decisions. These initiatives help ensure that Lakeport remains capable of delivering high-quality public services despite increasing competition for qualified employees and an evolving labor market.

Managing Risk and Modernizing Government Operations

Another significant priority is strengthening the City's risk management framework. Rising insurance costs, healthcare expenses, and liability exposures continue to create challenges for local governments throughout California. Through continued participation in the California Intergovernmental Risk Authority (CIRA), modernization of personnel policies, updating employee job descriptions, and completion of ADA accessibility improvements, the City is working to reduce organizational risk exposure while enhancing regulatory compliance and operational resilience.

The City will also continue investing in systems and processes that improve efficiency, accountability, and service delivery. Implementation of a comprehensive grant management and monitoring database will improve oversight of the City's growing portfolio of grant-funded projects while strengthening compliance, reporting, and strategic resource allocation. Similarly, early preparation for future updates to the General Plan and Housing Element will position the City to address state planning requirements in a thoughtful and fiscally responsible manner.

Together, these initiatives represent a comprehensive approach to good governance and fiscal responsibility. By focusing on financial sustainability, workforce stability, risk management, and organizational effectiveness, the City of Lakeport is strengthening the systems and processes that support effective government operations and responsible stewardship of public resources. While these efforts may not always be the most visible to the public, they are essential to maintaining a resilient, responsive, and financially sustainable organization capable of serving the community for years to come.

Capital Infrastructure Improvement. The Lakeport City Council's adopted objectives for Capital Infrastructure Improvement emphasize establishing clear infrastructure priorities, pursuing diverse funding opportunities, and ensuring projects are thoughtfully planned and positioned for successful implementation. The Fiscal Year 2026/27 Capital Improvement Program reflects these priorities through a balanced approach that combines continued investment in critical infrastructure with a strong emphasis on project readiness and long-term asset management.

Over the past several years, the City has completed an unprecedented level of capital investment, including approximately $8 million in water and sewer infrastructure improvements and major roadway rehabilitation projects along South Main Street, Martin Street, and Lakeshore Boulevard. These projects have significantly improved the reliability of critical infrastructure systems while addressing long-standing maintenance needs throughout the community. As a result, the coming fiscal year represents a transition period focused on rebuilding capital reserves, advancing project planning efforts, and positioning future projects for construction as funding opportunities become available.

Advancing Strategic Infrastructure Investments

One of the City's highest-priority capital projects remains the South Lakeport Water Resiliency and Fire Suppression Project. Working in partnership with the County of Lake, the City continues to advance the design of a new municipal water system extension serving the South Main Street and Soda Bay Road corridor. This critical infrastructure project will provide public water service, fire hydrants, and enhanced fire suppression capabilities to an area that currently

lacks adequate public water infrastructure while supporting future annexation and economic development objectives.

Additional capital investments scheduled for FY 2026/27 include construction of the Hartley Culvert and Forbes Creek Emergency Repair Projects, completion of the 10th Street Culvert and Sidewalk Project, expansion of the concrete area surrounding the City's splash pad facility, and continued implementation of utility system improvements identified through the City's Capital Improvement Program. Water system projects include advancement of a new municipal well and continued conversion of treatment facilities to sodium hypochlorite disinfection systems, improving both reliability and operational efficiency throughout the utility network.

Project Readiness and Funding Strategy

A major focus of the upcoming fiscal year will be advancing project readiness through completion of design, engineering, environmental review, and funding strategies necessary to move projects efficiently into construction. As state and federal grant programs become increasingly competitive, maintaining a portfolio of shovel-ready projects remains essential to addressing the City's long-term infrastructure needs.

A key example of this strategy is completion of the design phase for Lakeport Boulevard Phase I and continued coordination with the California Transportation Commission regarding future construction funding opportunities. The City will also continue rebuilding and updating its Capital Improvement Program to ensure infrastructure priorities remain aligned with available resources while positioning projects to compete successfully for outside funding.

Maintaining Existing Infrastructure and Public Assets

The City will continue implementing a strategic, data-driven pavement management program focused on improving roadway conditions while maximizing the useful life of existing infrastructure. Building upon significant corridor improvements completed over the past decade, the City will balance investments between major roadway rehabilitation projects and preventative maintenance strategies such as chip sealing and microsurfacing. This "keep good roads good" philosophy allows the City to preserve infrastructure investments while reducing future reconstruction costs.

Roadway maintenance priorities will continue to be evaluated based on available funding and staffing resources, with increasing opportunities to expand investment into neighborhood streets as major corridor improvements reach completion. This balanced approach supports both economic activity and neighborhood quality of life while improving the City's overall Pavement Condition Index.

The City will also continue implementing a structured replacement cycle for critical fleet and equipment assets. This includes funding for the purchase of two new police vehicles, replacement of in-car camera systems, patrol rifles, and other essential public safety equipment. A proactive replacement strategy helps avoid the higher costs associated with deferred maintenance while ensuring employees have the tools necessary to safely and effectively serve the community.

Together, these initiatives reflect a practical and forward-looking approach to capital infrastructure improvement. By balancing immediate infrastructure needs with long-term planning, maintaining critical public assets, and aggressively pursuing funding opportunities, the City of Lakeport is creating a strong foundation for future investment while ensuring that essential infrastructure systems continue to serve the community safely and efficiently for years to come.

Safe, Sustainable & Attractive Neighborhoods. The Lakeport City Council's policy priority area of Safe, Sustainable, and Attractive Neighborhoods focuses on creating a community where residents have access to quality housing, recreational opportunities, public spaces, and services that support overall well-being. The Fiscal Year 2026/27 goals continue the City's long-term commitment to enhancing neighborhood livability through strategic

housing development, expanded recreation opportunities, strengthened community partnerships, improved public engagement, and coordinated efforts to address behavioral health and homelessness challenges.

Strengthening Community Identity Through Partnerships and Civic Engagement

A strong community is built upon meaningful connections between residents, civic organizations, businesses, and local government. During the coming fiscal year, the City will continue advancing the development of the Lakeport Community Council as a collaborative framework that brings together nonprofits, service clubs, youth organizations, community groups, and local businesses to activate public spaces and coordinate community events. Building on the success of recent community celebrations and special events, efforts will focus on establishing a sustainable organizational structure capable of supporting expanded programming and volunteer engagement throughout the year.

The City will also continue implementing its Communications Strategic Plan with an emphasis on helping residents better understand local government operations, public finance, and how community projects are funded and delivered. By providing clearer information regarding City revenues, grant funding, and budgeting decisions, the City seeks to strengthen public understanding of how local resources are leveraged to accomplish community goals. These efforts support transparency, build trust, and encourage more informed civic participation.

Together, these initiatives strengthen community identity and create opportunities for residents to become more engaged in shaping Lakeport's future.

Expanding Recreation, Community Spaces, and Quality of Life Opportunities

The continued revitalization of the Silveira Community Center represents an important investment in neighborhood quality of life and community connectivity. As ADA-funded restroom and accessibility upgrades move forward, the City's focus will shift toward establishing the center as a fully activated community resource with expanded programming, increased utilization, improved management systems, and enhanced access for residents of all ages and abilities.

The City will also continue development of a Recreation Program Master Plan designed to maximize the use of existing parks and recreational facilities while identifying opportunities to expand youth-oriented programming. Through collaboration with the Lake County Recreation Agency and other community partners, the City will explore sustainable funding, staffing, and programming models that support long-term recreation services and increased community participation.

In support of active lifestyles and improved mobility, the City will continue advancing bicycle and pedestrian improvements identified in the Active Transportation Plan. This includes preparation of an Active Transportation Program grant application for the Lakeshore to Hartley corridor and continued pursuit of projects that improve walking and bicycling connectivity throughout the community.

Supporting Housing Opportunities and Community Well-Being

Expanding housing opportunities remains a critical component of creating safe and sustainable neighborhoods. During FY 2026/27, the City will continue providing land use, entitlement, and permitting support for several significant development projects that address a range of community needs. These include ongoing coordination for the Parkside Apartments affordable housing development, support for the Justice Involved Housing Project, permitting assistance for the Tribal Health Vista Point Healthcare Campus, review of a proposed mental health rehabilitation facility, and support for the Lake Family Resource Center Head Start expansion. Collectively, these projects expand housing options, improve access to services, and strengthen community resources that support long-term neighborhood stability.

The City will also continue strengthening partnerships between law enforcement and behavioral health providers through its co-responder program. By connecting individuals experiencing mental health crises, homelessness, and substance use disorders with appropriate services and resources, this collaborative approach improves outcomes for vulnerable individuals while helping address challenges that impact neighborhoods and public spaces throughout the community.

Together, these initiatives reflect a comprehensive approach to creating neighborhoods that are safe, welcoming, and resilient. By investing in community gathering spaces, recreation opportunities, housing, active transportation infrastructure, and behavioral health partnerships, the City of Lakeport continues to enhance quality of life while preserving the unique character and sense of community that make Lakeport a special place to live, work, and visit.

Economic Development. The Lakeport City Council's Economic Development objectives emphasize strengthening regional partnerships, supporting business retention and expansion, attracting strategic investment, and enhancing the downtown and waterfront as key economic and community assets. The Fiscal Year 2026/27 goals advance these priorities through a balanced approach focused on revitalizing commercial districts, supporting existing businesses, improving the visitor experience, and positioning the community for long-term economic growth. While the City remains committed to pursuing new economic opportunities, a central theme for the coming year is helping existing businesses thrive, expand, and succeed as the foundation of a healthy local economy.

Downtown Revitalization and Vacant Building Activation

A primary economic development priority for the coming year will be addressing vacancies and underutilized properties within Lakeport's historic downtown district. The City will develop a comprehensive Downtown Vacant Building Inventory and Activation Strategy that establishes an up-to-date inventory of vacant commercial properties and creates a centralized database of property owners and managers. This effort will improve communication among property owners, prospective tenants, and economic development partners while helping identify barriers to occupancy and reinvestment.

The City will also evaluate the feasibility of a Vacant Building Registry Ordinance as a tool to encourage proactive property management, reduce long-term vacancies, and support downtown revitalization efforts. By improving awareness of available spaces and identifying opportunities to return key properties to productive use, the City seeks to strengthen the downtown business environment and encourage new investment in the community's historic commercial core.

Strengthening the Downtown-Waterfront Connection

The City will prioritize the development of a Downtown and Waterfront Wayfinding and Signage Plan to better connect two of Lakeport's most important economic assets. While downtown and the waterfront are located within easy walking distance of one another, visitors often experience them as separate destinations. The City will develop a cohesive wayfinding system that improves navigation, highlights public amenities, and creates a stronger sense of connection between these complementary areas.

The plan will include directional signage, downtown directories, waterfront design standards, and opportunities for interpretive and storytelling elements that celebrate Lakeport's history, culture, and relationship with Clear Lake. These improvements will encourage pedestrian activity, support local businesses, and reinforce Lakeport's identity as a vibrant lakefront destination.

Beyond its economic benefits, the wayfinding program also serves as an important community identity initiative. Consistent signage, branding elements, and storytelling features will help communicate a shared sense of place while creating stronger visual connections between the downtown, waterfront, parks, and other community assets. These improvements will help residents and visitors better understand what makes Lakeport unique while reinforcing community pride and strengthening the City's image as the civic, cultural, and commercial heart of Lake County.

Supporting Existing Businesses and Local Investment

Consistent with priorities identified by the Lakeport Economic Development Advisory Committee, FY 2026/27 efforts will place significant emphasis on business retention and expansion. The City will develop a Business Retention and Expansion Toolkit that transforms retail leakage studies, visitor spending trends, demographic information, and market data into practical resources that help local businesses identify opportunities for growth and make informed investment decisions.

This effort will be complemented by a coordinated "Shop Local" campaign designed to encourage local spending and strengthen community support for Lakeport businesses. By focusing on the businesses that have already chosen to invest in Lakeport, the City can build upon existing strengths while creating conditions that naturally attract additional investment over time.

Strategic Retail Recruitment and Commercial Revitalization

The City will continue building upon recent retail recruitment successes through its partnership with The Retail Coach. Priority efforts include filling remaining vacancies within the Marshall's and Tractor Supply shopping center, supporting Lake County Tribal Health's redevelopment of Vista Point into a regional healthcare and commercial destination, and providing market support for the Lakeport Hub development. These projects strengthen Lakeport's position as a regional commercial center while expanding shopping, dining, healthcare, and service options available to residents and visitors.

The City will continue working closely with regional partners, property owners, developers, and business leaders to identify opportunities for strategic commercial infill and redevelopment. These efforts support both economic growth and the efficient use of existing commercial infrastructure while helping reduce vacancies throughout the community.

Tourism Development and Lodging Investment

Lakeport will continue efforts to strengthen tourism infrastructure and improve lodging quality throughout the community. Tourism remains an important component of the local economy, generating visitor spending that supports local businesses, restaurants, retail establishments, and community events.

While current economic conditions and financing markets have created challenges for new hotel development projects throughout California, the City remains committed to advancing long-term opportunities for expanded lodging investment. Staff will continue outreach regarding the Dutch Harbor site, monitor market conditions, and maintain project readiness so the community is positioned to respond when economic conditions become more favorable.

At the same time, the City will work collaboratively with existing lodging operators to encourage property improvements, reinvestment, and enhanced visitor experiences. Improving the quality and competitiveness of Lakeport's existing lodging inventory remains an important economic development strategy that can generate near-term benefits while larger development opportunities continue to evolve.

Together, these initiatives reflect a practical and balanced approach to economic development. By addressing downtown vacancies, strengthening the connection between downtown and the waterfront, supporting existing businesses, pursuing strategic retail recruitment, and positioning the community for future tourism investment, the City of Lakeport continues to build a resilient local economy while preserving the unique character and charm that make the community an attractive place to live, work, shop, and visit.

CAPITAL PROJECTS AND STUDIES

Several of the large scheduled projects for this upcoming year have been discussed in the previous section but many others are also budgeted this year. A comprehensive listing of background projects is listed here:

Capital Projects:

- Lakeport Blvd. Corridor Pavement & Pedestrian Improvements
- Public Safety Camera Program (Library, Xabatin & Westside Parks)
- Purchase & Outfit Marked Police Vehicles (x2)

- Silveira Community Center ADA Upgrades (Design & Construction)
- Completion of the 64-unit Parkside Affordable Housing Apartments [50% Complete]
- Completion of Sodium Hypochlorite Conversion (Water & Sewer Facilities) [50% Complete]
- Forbes Creek Headwall Emergency Repair Project (South Main & Armstrong)
- Hartley Culvert Emergency Repair (near City Limits)
- Pedestrian Lighted Crosswalk Enhancements (South Main near Dollar General)
- Upsize Water Main (Seventeenth St. Alley)
- Upside Water Main (Forbes St. – Seventh to Ninth Streets)
- Mobile RIMS and RIPPA software and equipment upgrades for Police Department
- Green Ranch Well Rehabilitation
- Storm Water Slipline Rehabilitation (South Main St. at C St.)
- Storm Water Slipline Rehabilitation Project (Industrial Ave.)
- Bank Preservation (Shoreline – Third to Fifth Streets)
- Bank Preservation (Shoreline -- Fifth Street to Xabatin Park)
- Roof Replacement (various Corp Yard facilities)
- Roof Replacement (Water Tank Site Control Building)
- Replace Perimeter Fencing (K St. Lake Water Intake Facility)
- Water Master Meter Install (Royale Shores)
- Water Master Meter Install (Willow Tree Shopping Center)
- Chlorination Odor Mitigation System Installation (Larrecou H2S Control)
- Sewer Lift Station Pump Replacements (various stations Citywide)
- SCADA Upgrades (various water and sewer facility locations Citywide

In addition to capital improvement projects, the 2025/26 fiscal year budget includes investment in several project studies and other endeavors that are critical to the achievement of the City's goals and broader quality of life improvement objectives. Many represent the starting point for future capital projects. Some of these projects are noted here:

General Projects/Studies, Engineering and Support for City Council Objectives:

- South Lakeport Regional Water Resiliency & Fire Suppression Project Design [30% Complete]
- Roadway Engineering & Project Design:
    - Local Roads Chip Seal Program Development
    - Parallel Ave. (Lakeport Blvd. to North-end)
    - Parallel Ave. (175 to Lakeport Blvd.)
    - Clear Lake Ave./High St./Lakeshore Blvd. (North Main to Giselman)
    - Charlie Jolin Way
    - Eleventh St. (North Main to City Limits)
    - South Main St. (Lakeport Blvd to Peckham St.
    - Harry St. (Fifth to Central Park & Central Park to Eleventh St.)
- Scotts Creek Well Replacement Design
- 7th Cycle Housing Element Update
- Utility Rate Study Update
- Comprehensive Citywide Fee Study [50% Complete]
- Wayfinding Signage Program for Downtown & Waterfront
- Citywide ADA Facility & Sidewalk Study Update
- Retail Attraction and Retention Study
- General Plan Update
- Storm Water Master Plan

- City Standards Master Plan
- Assist non-profit formation for the Lakeport Community Council
- Silveira Community Center Operations Funding to facilitate upgrades for wider community access and rental opportunities
- Funding to augment recreational programming by Lake County Public Services and facilitate greater recreational program offerings in the City of Lakeport
- Enhanced community communications support
- Ordinance Updates: establish a vacant building registry, sidewalk vending, business license modernization, streamline short-term rental process, modify nuisance abatement procedures, and ADU regulation updates.

LOOKING AHEAD

The Fiscal Year 2026/27 budget reflects a City that is both realistic about the challenges ahead and confident in its ability to meet them. Rising operating costs, a highly volatile sales tax base, and increasing demands on local government will require continued discipline, innovation, and careful stewardship of public resources. Yet these same challenges also reinforce the importance of thoughtful planning, strong partnerships, and a long-term commitment to investing in Lakeport's future.

Over the past several years, the City has completed an unprecedented level of investment in roads, water, sewer, public safety, housing, and community facilities. The coming year represents an important transition from construction to preparation—focusing on project readiness, workforce stability, and the planning efforts necessary to position Lakeport for the next generation of infrastructure and community improvements. The reality is that the City's General Fund alone cannot support all of Lakeport's long-term capital infrastructure needs. As a result, maintaining a pipeline of well-planned, shovel-ready projects is more important than ever. By advancing engineering, environmental review, design, and other pre-construction activities today, the City will be better positioned to compete for state and federal grants, leverage alternative funding sources, and capitalize on future opportunities to deliver projects that would otherwise remain beyond the reach of local resources alone.

Lakeport's future success will not be defined by any single project or funding source. Rather, it will be the result of many deliberate decisions made over time—supporting local businesses, maintaining critical infrastructure, investing in employees, pursuing outside funding, and preserving the strong sense of community that makes Lakeport strong. The goals outlined in this budget are intended to build upon recent accomplishments while ensuring the City remains resilient, adaptable, and prepared for the opportunities ahead.

Most importantly, none of this work happens in isolation. The progress reflected throughout this budget is the result of dedicated City employees, engaged residents, community volunteers, local businesses, nonprofit partners, and regional agencies working toward shared goals. I extend my sincere appreciation to the Lakeport City Council for its leadership and policy direction, to City staff for their professionalism and commitment to public service, and to the many community members and partners who continue to invest their time, energy, and ideas into making Lakeport a stronger community. Together, we will continue building a city that is resilient, welcoming, and well-positioned for future generations.

Respectfully Submitted,



Kevin M. Ingram
City Manager

ATTACHMENT 4

Department Operating Budgets & Goals

Lakeport City Council Priority Areas



Public Safety & Crisis Response

- Attraction, Retention & Training of High-Quality Law Enforcement
- Continue to explore various ways to address homelessness, mental health and substance abuse in our community
- Continue to promote community policing strategies



Disaster Resiliency

- Pursue preventive measures to reduce hazard vulnerabilities (Mitigation)
- Build capabilities to manage the impacts of hazards. (Preparedness)
- Strive to reduce adverse conditions during an emergency. (Response)
- Work actively to restore areas affected by a disaster (Recovery)



Good governance & Fiscal Stability

- Foster fiscal discipline and fiscal stewardship
- Continue to implement processes and technology to streamline to enhance services
- Ensure quality and efficient service delivery
- Provide timely information to residents about City activities, services and programs
- Increase citizen engagement
- Risk Management
- Promote activities that advance diversity, equity and inclusion in the community



Capital infrastructure improvement

- Properly prioritize capital improvements
- Aggressively pursue various sources of funding
- Continue to develop project readiness



Safe, Sustainable & Attractive Neighborhoods

- Pursue wide variety of housing options
- Improve quality of existing housing stock
- Increase access to parks and recreational amenities
- Improve overall community health metrics
- Promote community events that foster overall quality of life in the community.
- Improve access to open space and preserve natural vistas
- Promote environmental protective measures while highlighting their economic value



Economic Development

- Promote and participate in regional economic development initiatives
- Expand and support business retention and attraction efforts
- Strive to enhance the historic downtown and lakefront area

City Manager

The City Manager's Office serves as the central administrative hub of the City of Lakeport, providing strategic leadership, operational oversight, and coordination of municipal programs and services.

Core Departmental Functions:

- Day-to-Day Leadership:
  - Provides leadership and direction to all City departments
  - Manages municipal operations under the guidance of the City Council
- Policy Implementation:
  - Executes City policies, rules, regulations, and laws
  - Coordinates municipal programs and services
- Financial Management:
  - Manages the City's financial operations
  - Accounts for all revenues and expenditures
  - Prepares and administers the City's annual budget
- Customer Service:
  - Provides exemplary customer service to the community
  - Addresses inquiries, concerns, and requests from residents and stakeholders
- Personnel Management:
  - Oversees personnel rules and procedures
  - Ensures compliance with state and federal laws regarding personnel matters

The City Manager's Office plays a crucial role in ensuring the effective functioning of municipal government, promoting transparency, accountability, and responsiveness to the needs of Lakeport residents and businesses.

	City Manager / City Council Accomplishments		Public Safety & Crisis Response	Disaster Resiliency	Good Governance & Fiscal Stability	Capital Infrastructure Improvement	Safe, Sustainable & Attractive Neighborhoods	Economic Development
	Goal	*Progress*						
	Near Term 2025-26							
1.	Continue to partner with the County of Lake in the design and development of the South Lakeport Regional Water Resiliency and Fire Suppression program seeking to provide a network of fire hydrants along the South Main Street / Soda Bay Road Corridor to Manning Creek Bridge. Project includes a revised annexation application to Lake LAFCO that reduces the area of annexation considered in 2022 and focuses on properties that have indicated a desire to be served by municipal water from the City of Lakeport, including those existing constrained small private water systems regulated by the State Water Board	Advanced South Lakeport Annexation 2.0 through coordinated efforts across Utilities, Public Works, Finance, and Community Development. Progress includes initiation of waterline design aligned with County roadway improvements, refinement of annexation boundaries to focus on willing service areas, and integration of constrained small water systems. Coordination with County partners has been strengthened following confirmation of approximately $10 million in State transportation funding, positioning the project for future construction and grant	✔	✔	✔	✔	✔	✔
2.	Maintain a strong commitment to community policing within the Lakeport Police Department. Fundamental to this objective is the retention of police officers and the development of strong relationships within the community. Continue and enhance hiring flexibility practices to sustain staffing levels and community recruitment efforts by sponsoring cadets through the academy. Enhance department support systems to promote professional development, leadership growth, and long-term retention, ensuring effective and respected law enforcement services for Lakeport.	Maintained high levels of public safety service despite staffing constraints through continued recruitment pipelines (trainee testing, lateral recruitment, and academy sponsorship), enhanced training and leadership development, and strengthened community policing efforts. Expanded use of technology, including AI-assisted camera systems, has supported investigations and deterrence, while ongoing community engagement efforts and event presence have reinforced trust and visibility.	✔	✔	✔		✔	✔
3.	Completion of Water/Sewer CIP projects: See through the successful completion of the 2024 Water and Sewer main line replacement project (more than 50% complete in FY 24/25), in the replacement of approximately two (2) miles of water main and one (1) mile of sewer main across the City, ensuring improved infrastructure reliability and service delivery to our residents.	Successfully completed the $8 million 2024 Water and Sewer Main Replacement Project, delivering approximately 2 miles of water main and 1 mile of sewer main improvements. This work has significantly improved system reliability, reduced maintenance risks, and supported subsequent roadway rehabilitation projects through coordinated sequencing of underground and surface infrastructure improvements.		✔	✔	✔	✔	✔
4.	Continue progress in enhancing the City's overall Pavement Management Program by executing the designated 2024/25 roadway capital improvement plan including: 1) pavement rehabilitation of Lakeport Boulevard, Martin St. and Lakeshore Blvd. collector roadways associated with the 2024 Water and Sewer main line replacement project; 2) Drafting design specifications and bid documents for microsurfacing project covering North High Street (from Clear Lake Ave. to Lakeshore Blvd.), Charlie Jolin Way and Parallel Drive (from City Limits to Lakeport Blvd.) economically extending the pavement life of these critical roadway segments; and 3) developing a five-year local neighborhood chip seal program for implementation beginning next fiscal year.	Completed major roadway rehabilitation projects on South Main Street, Martin Street, and Lakeshore Boulevard, aligned with underground utility improvements to maximize investment efficiency. Advanced design and bid preparation for upcoming microsurfacing projects and initiated planning for a multi-year neighborhood chip seal program. Continued refinement of pavement management strategies to improve long-term roadway conditions within constrained funding levels.	✔	✔	✔	✔	✔	✔
5.	Continue the implementation of the City's Communications Strategic Plan to provide timely, transparent, and accessible information about City activities, services, and programs. Focus on increasing public engagement, including boosting attendance at City Council meetings and delivering monthly updates on key projects and initiatives to keep residents informed and involved.	Improved transparency and public communication through regular City updates, enhanced project messaging, and increased coordination across departments. Expanded community engagement through presentations, public events, and improved access to information on key initiatives, including major capital projects and housing developments. Internal coordination has also improved consistency in messaging during high-profile projects and events.	✔	✔	✔		✔	✔
6.	Advance the development of the Lakeport Community Council, a civic engagement organization that unites local nonprofits and civic groups to activate community spaces and host events that foster community identity. Build on the success of collaborative events like the Memorial Day Celebration and Xabatin Christmas Tree and Boat Parade. City efforts should focus on establishing an umbrella nonprofit organization and developing bylaws to support a sustainable, multi-organizational collaboration model.	Advanced formation of the Lakeport Community Council by strengthening partnerships with local nonprofits and civic organizations, building on successful collaborative events such as the Memorial Day Celebration and holiday programming. Initiated development of an organizational framework, including governance structure and operational approach, to support long-term sustainability and expanded community activation.					✔	✔
	Intermediate-Term Goals 2-4 years							

1.	Partner with Retail Coach to expand retail opportunities and reduce vacant commercial properties in Lakeport. Prioritize filling remaining vacancies at the Marshall's/Tractor Supply complex, support Lake County Tribal Health's revitalization of Vista Point as a regional medical and retail hub and provide market assistance for the Lakeport Hub development. Additionally, continue offering retail growth support to existing businesses.	Continued collaboration with Retail Coach to analyze retail leakage and identify targeted opportunities for business attraction and expansion. Supported ongoing development efforts at key sites including Vista Point and the Lakeport Hub, while providing data-driven insights to existing businesses to support growth and retention.			✔			✔
2.	Enhance the City's capital improvement planning process and establish sustainable funding strategies for completing listed projects, prioritization improvements to the City's overall pavement index rating.	Strengthened capital planning through improved integration of infrastructure projects across departments, enhanced grant tracking and reimbursement systems, and ongoing evaluation of funding strategies including user fees and external funding opportunities. Continued focus on aligning capital investments with long-term fiscal sustainability and pavement condition goals.		✔	✔	✔	✔	✔
3.	Develop a Recreation Program Master Plan that prioritizes the activation of existing park facilities and the expansion of youth-oriented activities. The plan should include a clear action strategy for establishing sustainable financing and staffing resources to ensure long-term program success. Utilize the Lake County Recreation Agency partnership to identify and expand funding and resource opportunities that support this initiative.	Advanced coordination with the Lake County Recreation Agency (LCRA), including strategic planning efforts, stakeholder engagement, and identification of funding opportunities to support expanded recreation programming and activation of existing facilities.					✔	✔
4.	Facilitate the revitalization of the Silveira Community Center by completing an RFP process to secure an operator and implementing ADA upgrades to improve restrooms and accessibility. Ensure the center remains an affordable community space for diverse uses while establishing a financially sustainable model that covers operational costs.	Advanced ADA improvements through environmental review and grant coordination, while developing an operational model through partnership with the Lake County Arts Council. Progress includes transition of facility scheduling and program activation to support expanded community use and long-term operational sustainability.		✔		✔	✔	✔
	Long-Term Goals 5+ years							
1.	Sustain citywide salary competitiveness and cultivate a culture of ongoing professional development, prioritizing employee well-being to prevent burnout. Additionally, implement robust succession planning strategies to ensure seamless transitions and continuity of operations across key positions within the organization.	Initiated structured succession planning efforts across departments, including Management Off-Site strategic discussions, recruitment pipeline development, and targeted hiring strategies. Continued investment in employee development, wellness initiatives (including Blue Zones), and organizational resilience to support long-term workforce stability.		✔	✔			
2.	Establish a continual and systematic review of revenue sources to ensure the City's long-term sustainability and viability. This includes actively seeking new revenue opportunities, evaluating existing sources for operational efficiencies, and implementing risk management strategies to minimize financial exposure and revenue losses.	Advanced long-term fiscal sustainability efforts through completion of clean audits with no findings, implementation of enhanced financial tracking systems, evaluation of fee structures, and development of comprehensive grant monitoring tools. Continued exploration of revenue diversification strategies and cost containment measures.	✔	✔	✔	✔	✔	✔
3.	Initiate regular meetings with key community organizations and stakeholders, with a focus on fostering collaboration and engagement with underrepresented segments of the Lakeport community, particularly emphasizing outreach to the Big Valley and Scotts Valley Tribal Governments, Lakeport Unified School District, Mendocino College, Lake County Behavioral Health, and Health service providers: Lake County Tribal Health, Sutter Health and Adventist Health.	Strengthened relationships with regional partners, Tribal governments, educational institutions, and healthcare providers through ongoing collaboration, joint initiatives, and participation in regional forums. Expanded engagement in economic development, housing, and public health coordination efforts.			✔		✔	✔
4.	Continue to support Cal Cities activities aimed at maintenance of local control, pursue reforms to misdemeanor enforcement of retail theft, and defend against the implementation of statewide unfunded mandates.	Maintained active participation in Cal Cities policy committees and statewide advocacy efforts, supporting local control initiatives, engaging in legislative discussions, and advancing policy priorities relevant to small and rural communities.	✔	✔	✔	✔	✔	✔
5.	Actively see the implementation of programs, technology and education aimed at improving civic engagement in the community.	Expanded use of technology and community programming to enhance civic engagement, including improved communications, event coordination, and implementation of technology tools supporting public safety and service delivery.	✔	✔	✔	✔	✔	✔

City Manager Goals	Public Safety & Crisis Response	Disaster Resiliency	Good Governance & Fiscal Stability	Capital Infrastructure Improvement	Safe, Sustainable & Attractive Neighborhoods	Economic Development
Near Term 2026-2027						
1. **South Lakeport Water Resiliency & Fire Suppression Annexation Project:** Continue coordination with the County of Lake on the design of the South Lakeport waterline to ensure integration with the upcoming South Main Street / Soda Bay Road corridor roadway improvements. Complete the submittal and processing of a revised annexation application with Lake LAFCo focused on properties seeking municipal water service. This project is a critical public safety initiative that will extend public water infrastructure and a system of fire hydrants to this important regional corridor, enhancing fire protection and overall community resiliency.	✔	✔	✔	✔	✔	✔
2. **Police Department Staffing & Recruitment Pipeline:** Strengthen the Police Department's long-term staffing stability by formalizing recruitment pipeline strategies, including academy sponsorships, lateral recruitment, and the development of a permanent budgeted overstaffing program. This effort is intended to reduce vacancy lag time, minimize overtime impacts, and ensure consistent patrol readiness. Continue to emphasize community policing principles by supporting officer retention, leadership development, and strong engagement with the community.	✔	✔	✔		✔	✔
3. **Silveira Community Center Revitalization & Operational Sustainability:** Facilitate the revitalization of the Silveira Community Center through implementation of ADA upgrades funded by the $1.8 million CDBG grant, including improvements to restrooms and overall accessibility. Ensure the center remains an affordable community space for diverse uses while establishing a financially sustainable model that covers operational costs.			✔	✔	✔	✔
4. **Capital Improvement Program (CIP) Rebuilding & Project Readiness:** Prioritize the rebuilding of key capital reserves following several years of significant infrastructure investment, including roadway and utility improvements. Focus on strengthening long-term financial sustainability by aligning CIP planning with available funding capacity while advancing design, engineering, and environmental work needed to position projects competitively for state and federal grant opportunities. Emphasize efficient project delivery strategies, including leveraging external contractors and in-house capabilities where appropriate.			✔	✔	✔	✔
5. **General Plan & Housing Element Preparation:** Initiate early planning and resource development for the upcoming General Plan and Housing Element updates required under State law. This includes identifying funding strategies, evaluating staffing and consultant needs, and developing a phased work plan that balances mandated planning efforts with ongoing operational responsibilities.			✔		✔	✔
Intermediate-Term Goals 2-4 years						
1. **Workforce Stability & Succession Planning:** Implement a proactive, organization-wide succession planning strategy to address anticipated retirements in key leadership positions across Administrative Services, Public Works, and the Police Department. This includes identifying internal talent pipelines, enhancing professional development opportunities, and documenting critical institutional knowledge.	✔	✔	✔		✔	✔
2. **Strategic Retail Expansion & Commercial Corridor Revitalization**: Partner with Retail Coach to expand retail opportunities and reduce vacant commercial properties in Lakeport. Prioritize filling remaining vacancies at the Marshall's/Tractor Supply complex, support Lake County Tribal Health's revitalization of Vista Point as a regional medical and retail hub and provide market assistance for the Lakeport Hub development. Additionally, continue offering retail growth support to existing businesses			✔		✔	✔
3. **Citywide Pavement Condition Improvement Program:** Implement a strategic, data-driven approach to improve the City's overall pavement condition index (PCI) through a balanced investment strategy. Prioritize major corridor improvements where deterioration most impacts mobility and economic activity, while also "keeping good roads good" through cost-effective preventative maintenance such as microsurfacing and chip sealing. Expand investment in neighborhood streets, to be pursued as funding allows, with progress made over the past decade in corridor improvements and preventative maintenance now positioning the City to more feasibly advance these efforts.	✔		✔	✔	✔	✔

4.	**Community Activation & Partnership Development:** Advance the development of the Lakeport Community Council as a collaborative framework to bring together civic organizations, local nonprofits, youth sports groups, and businesses to activate community spaces and strengthen community identity. Prioritize the coordination and expansion of community events through shared funding and volunteer support, building on successful events while exploring new opportunities such as an annual sober graduation event. Additionally, explore development of a City-led Citizens Academy to increase public understanding of local government and strengthen community engagement.			✔		✔	✔
5.	**Recreation Program Development & Activation Strategy**: Develop a Recreation Program Master Plan that prioritizes the activation of existing park facilities and the expansion of youth-oriented activities. The plan should include a clear action strategy for establishing sustainable financing and staffing resources to ensure long-term program success. Utilize the Lake County Recreation Agency partnership to identify and expand funding and resource opportunities that support this initiative.			✔		✔	✔
	Long-Term Goals 5+ years						
1.	**Project Readiness & Infrastructure Funding Strategy**: Prioritize the advancement of project readiness through completion of design, engineering, and environmental work necessary to move projects efficiently into construction. Aggressively pursue state and federal grant funding and alternative revenue sources, recognizing that the General Fund alone is insufficient to meet the City's long-term infrastructure and maintenance needs.	✔	✔	✔	✔	✔	✔
2.	**Revenue Sustainability & Financial Resiliency Strategy**: Establish a continual and systematic review of revenue sources to ensure the City's long-term sustainability and viability. This includes actively seeking new revenue opportunities, evaluating existing sources for operational efficiencies, and implementing risk management strategies to minimize financial exposure and revenue losses	✔	✔	✔	✔	✔	✔
3.	**Legislative Advocacy & Local Control Protection**: Continue to support Cal Cities activities aimed at maintenance of local control, pursue reforms to misdemeanor enforcement of retail theft, and defend against the implementation of statewide unfunded mandates.	✔		✔		✔	✔
4.	**Regional Partnerships & Community Engagement**: Initiate regular meetings with key community organizations and stakeholders, with a focus on fostering collaboration and engagement with underrepresented segments of the Lakeport community, particularly emphasizing outreach to the Big Valley and Scotts Valley Tribal Governments, Lakeport Unified School District, Mendocino College, Lake County Behavioral Health, and Health service providers: Lake County Tribal Health, Sutter Health and Adventist Health			✔		✔	✔

Fiscal Year 2026-27
Department Detail
Dept. Legislative
No. 1010

DEPARTMENT DETAIL

	Prior FYs		Current		Proposed		Projections	
	2023-24 Actual	2024-25 Actual	2025-26 Budget	2025-26 Actual (Est)	2026-27 Requested	2026-27 Recommended	2027-28 Projected	2028-29 Projected
Funding Sources								
110 GENERAL FUND	112,646	125,669	133,688	96,807	153,037	149,037	155,168	161,572
501 WATER UTILITY M & O FUND	16,602	19,874	19,200	17,831	26,665	26,665	27,762	28,908
601 CLMSD UTILITY M & O FUND	16,602	21,164	19,500	17,831	19,000	19,000	19,782	20,598
Total Resources	145,850	166,707	172,388	132,469	198,702	194,702	202,711	211,077
Department Expenditures								
Salaries and benefits	82,963	100,869	98,542	94,020	125,659	125,659	131,942	138,539
Operations	62,885	65,838	73,846	38,450	73,043	69,043	70,769	72,538
Total Expenditures	145,850	166,707	172,388	132,469	198,702	194,702	202,711	211,077
Resources - Use								
Surplus (Deficit)	-	-	-	-	-	-	-	-

Fiscal Year 2026-27
Department Detail
Dept. Legal
No. 1030

DEPARTMENT DETAIL

	Prior FYs		Current		Proposed		Projections	
	2023-24 Actual	2024-25 Actual	2025-26 Budget	2025-26 Actual (Est)	2026-27 Requested	2026-27 Recommended	2027-28 Projected	2028-29 Projected
Funding Sources								
110 GENERAL FUND	94,184	67,607	62,354	46,005	69,000	69,000	70,725	72,493
501 WATER UTILITY M & O FUND	32,358	41,488	46,000	36,289	45,000	45,000	46,125	47,278
601 CLMSD UTILITY M & O FUND	32,283	39,276	46,000	36,289	45,000	45,000	46,125	47,278
705 RDA OBLIGATION RETIREMENT FUND	60	261	3,000	-	3,000	3,000	3,075	3,152
Total Resources	158,885	148,632	157,354	118,583	162,000	162,000	166,050	170,201
Department Expenditures								
Operations	158,885	148,632	157,354	118,582	162,000	162,000	166,050	170,201
Total Expenditures	158,885	148,632	157,354	118,583	162,000	162,000	166,050	170,201
Resources - Use								
Surplus (Deficit)	-	-	-	-	-	-	-	-

Administrative Services Department

The Administrative Services Department plays a crucial role in supporting the goals and addressing the challenges of the City of Lakeport. The Department's mission is to provide consistent and timely guidance and direction to management, City Council, and employees in all Human Resources, City Clerk and Risk Management functions. We are committed to fostering a work environment characterized by fair treatment, open communication, personal accountability, trust, and mutual respect.

Core Departmental Operations:

- Benefits Administration
- Employee Evaluations and Discipline
- Sick Leave Management
- Recruitment and Retention Initiatives
- Employee Onboarding and Training Programs
- Labor Relations Management
- Risk Management and Compliance
- Collaboration with CIRA (City Insurance Risk Authority)
- Litigation Avoidance Strategies
- Safety Programs and Training Initiatives

Additionally, the Administrative Services Department oversees the following functions:

- City Clerk Operations, including Records Management and Public Records Act Requests
- Election Administration
- Preparation of Meeting Minutes and Agendas
- FPPC (Fair Political Practices Commission) Filings
- Rental Management Responsibilities

	Administrative Services Accomplishments		Public Safety & Crisis Response	Disaster Resiliency	Good Governance & Fiscal Stability	Capital Infrastructure Improvement	Safe, Sustainable & Attractive Neighborhoods	Economic Development
	Goal	*Progress*						
	Near Term 2025-26							
1.	**Employee Attraction & Retention** – Hire a Finance Director and complete negotiations with Lakeport Police Officers Association. Complete and implement marketing strategies developed by outside firm. Improve internal and external communication of employee accomplishments and well-being initiatives. Continue to support city-wide succession planning efforts including training, leadership development, procedures manuals and recruitment.	Recruited and hired a Finance Director, strengthening executive leadership capacity. Successfully negotiated a three-year agreement with the Lakeport Police Officer's Association, promoting labor stability and retention. Advanced multiple recruitment pipelines, including Police Officer, Police Trainee, Sergeant promotional testing, and Administrative Analyst. Initiated structured succession planning in anticipation of projected retirements. Supported expanded employee training opportunities across departments, reinforcing professional development, leadership growth, and organizational investment in staff — key components of long-term retention and workforce stability.	✔	✔	✔			
2.	**Employee Attraction & Retention** – Begin implementation of Wellness Committee initiatives utilizing CIRA grant funding including but not limited to securing a Blue Zone Employer Designation and supporting a Workplace Morale & Events Committee aimed at fostering teamwork and boost employee morale.	Maintained Blue Zones Employer engagement and secured reimbursement from the $7,500 REMIF wellness grant. Coordinated highly successful True Colors personality training with strong staff participation and engagement, strengthening communication and team dynamics. Supported and formalized the Appreciation Association, which actively highlighted employee achievements in City communications and successfully organized Halloween and Holiday Employee Appreciation events. Facilitated on-site grief counseling support following an employee loss, reinforcing a culture of care, connection, and organizational resilience.			✔			
3.	**Transparency & Communications** - Develop a social media post library for future use and calendar the posts. Develop other efficiencies by adding routine posts for upcoming Council Agendas and monthly CM Messaging	Maintained structured Communications Team meetings and developed forward-looking content calendars despite temporary staffing limitations. Prepared and presented the 2025 Annual Communications Report to Council. Achieved exponential Facebook growth, increasing views by over 600% and impressions by over 550%, with a 59% increase in engagement. Website users increased to over 60,000 annually, with job opportunities, agendas, and finance pages among the most visited. Emphasized proactive public safety, infrastructure, and recruitment messaging aligned with the Strategic Communications Plan.	✔	✔	✔		✔	✔
4.	**Risk Management** – Continue response to risk audit findings including beginning the ADA Self-Evaluation and Transition Plan update. Begin a draft of Title VI Limited English Proficiency (LEP) program. Complete the legal update of employee job descriptions. Continue refinement and streamlining of the employee evaluation process	Advanced ADA Self-Evaluation planning and continued integrating ADA improvements into infrastructure projects, including sidewalk gap identification and facility upgrades. Drafted a Title VI program, including LEP/LAP components, in response to CalTrans audit findings; Council review and full audit response anticipated prior to FYE. Retained a consultant to update employee job descriptions; implementation delayed due to staffing logistics. Refined employee evaluation processes through BambooHR software enhancements and monthly compliance reporting (metrics forthcoming). Additional Risk & Compliance Achievements: Corrected 457 plan fiduciary non-compliance by consolidating dual administrators and benchmarking fees to strengthen retirement plan governance. Enhanced insurance oversight through active participation in REMIF/CIRA Healthcare Transition Committee during a period of rising claims and cost pressures. Provided direct oversight of multiple claims and coordinated all coverage renewals to prevent gaps. Implemented a structured Return-to-Work program. Reinforced workplace violence policies with staff training and coordinated City Hall health mitigation efforts.	✔		✔		✔	

5.	**Events, Parks & City Facilities** – Secure an outside facilities manager for the Silveira Community Center (SCC). Continue refinement of SCC processes, including automated booking opportunities. Provide administrative support for development of a Community Council.	Negotiated, drafted, and executed an agreement with the Arts Council to assume operations of the Silveira Community Center (SCC), successfully securing an outside facilities manager. Documented and standardized SCC policies and procedures, with automation implemented where feasible and transition of reservation duties underway. Improved facility infrastructure through ceiling repair and LED retrofit (352 bulbs) and supported increased utilization. Adopted a Fishing Tournament Facility Use Policy to establish clear, consistent standards for City facility use. Continued refining workflows and file management to ensure replicable, sustainable facility administration.			✔		✔	✔
	Additional Notable Accomplishments							
1.	**Adminstrative Services Statistics (to date):**	~111 Event or Facility applications processed, an increase of 30%. ~70 Active contracts & insurance certificates managed. ~18 New contracts and insurance certificates processed. ~312 Social media posts processed. ~81 News posts to website. ~79 Public records requests processed, including certified payroll ~34 Boxes of records sent for destruction ~57 Employment applications processed ~5 Distinct recruitments conducted including interviews and testing ~2 Employees onboarded (Police Officer Trainee, Police Officer I)	✔	✔	✔			
2.	Supported Citywide Technology and Operational Modernization Efforts	Partnered in implementation of enterprise systems including Azure Cloud migration, OneDrive deployment, and financial/records integrations, improving cross-department coordination and long-term operational efficiency.		✔	✔			
3.	Enhanced Organizational Resilience Through Risk and Safety Initiatives	Managed active workers' compensation cases, implemented Return-to-Work protocols, reinforced workplace safety policies, and coordinated City Hall health mitigation efforts during a period of increasing claims and liability exposure.	✔		✔			
4.	Strengthened Organizational Compliance and Governance Framework	Completed key regulatory requirements including ACA reporting, AB 2561 vacancy reporting, 457 plan compliance corrections, and annual Council reporting; enhanced governance practices through support of Board/Committee appointments and reporting structures.			✔			

	Administrative Services Goals	Public Safety & Crisis Response	Disaster Resiliency	Good Governance & Fiscal Stability	Capital Infrastructure Improvement	Safe, Sustainable & Attractive Neighborhoods	Economic Development
							
	Near Term 2026-2027						
1.	**Succession Planning** – Develop and implement a coordinated citywide succession planning strategy to prepare for anticipated retirements in key leadership and operational roles over the next five years. This effort will include strengthening leadership development and recruitment strategies across departments, while Administrative Services will implement more detailed departmental work such as documenting critical procedures, evaluating workflow and technology efficiencies, and establishing structured knowledge-transfer processes to ensure continuity of operations.	✔	✔	✔			
2.	**Employee Retention** – Conduct a comprehensive market assessment of wages, benefits, and total compensation for all employee groups to ensure competitiveness and organizational sustainability. Utilize findings to inform strategic workforce planning and data-driven MOU negotiations with the Lakeport Employees' Association (LEA), with a focus on retention, recruitment challenges, and long-term fiscal impacts.	✔	✔	✔			
3.	**Risk Management –** Strengthen the City's risk management framework by continuing active participation with CIRA to support long-term insurance cost stabilization and proactively address emerging liability trends. Complete key compliance and organizational initiatives, including ADA accessibility updates to the City website, comprehensive legal review and updating of employee job descriptions, and negotiation and modernization of personnel rules. These efforts will enhance regulatory compliance, reduce organizational risk exposure, and improve overall workforce governance and operational resilience.		✔	✔		✔	
4.	**Records Management –** Implement a citywide records management initiative that includes staff training on retention requirements and best practices, along with a coordinated "Free the Files" effort to reduce physical storage through compliant records destruction. This work will improve efficiency, ensure consistency across departments, and strengthen legal compliance.			✔			
5.	Complete Title VI plan (Cal Trans Audit), transition of SCC admin to Arts Council. Continued need to build communications capacity (staffing / calendar / reporting).	✔		✔		✔	✔
	Intermediate-Term Goals 2-4 years						
1.	**Succession Planning** – Recruit and hire critical leadership and support positions, including an Administrative Services Director and Deputy City Clerk, to address anticipated retirements and ensure continuity of operations. Strengthen onboarding, training, and professional development to build internal capacity, retain institutional knowledge, and prepare the next generation of City leadership. Plan for succession of Administrative Analyst.	✔	✔	✔			
2.	**Transparency & Communications** - Advance the City's communications program to strengthen transparency, trust, and community engagement, including oversight and administration of a full website redesign to modernize platforms and improve public access to information.	✔		✔		✔	✔
3.	**Silveira Community Center Operations** – As ADA restroom and plumbing upgrades are completed, advance the center from start-up operations to a fully established rental and programming facility with expanded hours, improved management processes, and increased community utilization.				✔	✔	✔
4.	**Risk Management –** Utilize the 2026 Risk Audit to drive targeted risk-reduction strategies, improve compliance and safety practices, and position the City for long-term insurance and liability cost control.	✔	✔	✔		✔	
	Long-Term Goals 5+ years						
1.	**Leadership Development** - Successfully onboard, train, and develop the newly hired Administrative Services Director and Deputy City Clerk.		✔	✔			
2.	**Sucession Planning** - Plan for and successfully transition the Administrative Analyst position due to anticipated retirement.		✔	✔			
3.							

Fiscal Year 2026-27
Department Detail
Dept. Administration
No. 1020

DEPARTMENT DETAIL

	Prior FYs		Current		Proposed		Projections	
	2023-24 Actual	2024-25 Actual	2025-26 Budget	2025-26 Actual (Est)	2026-27 Requested	2026-27 Recommended	2027-28 Projected	2028-29 Projected
Funding Sources								
110 GENERAL FUND	377,757	416,165	458,385	329,736	563,457	588,337	597,723	623,978
501 WATER UTILITY M & O FUND	123,174	130,128	145,052	125,092	160,720	160,720	163,284	170,456
601 CLMSD UTILITY M & O FUND	123,174	130,128	143,774	124,987	160,720	160,720	163,284	170,456
705 RDA OBLIGATION RETIREMENT FUND	54,240	57,280	57,362	53,906	25,083	25,083	25,483	26,602
Total Resources	678,345	733,701	804,573	633,721	909,980	934,860	949,775	991,492
Department Expenditures								
Salaries and benefits	542,417	573,098	602,295	551,320	685,088	684,688	718,922	754,869
Operations	120,767	141,527	172,438	55,263	199,942	225,222	230,853	236,624
Capital outlay	15,161	19,074	29,838	27,137	24,950	24,950	-	-
Total Expenditures	678,345	733,701	804,573	633,721	909,980	934,860	949,775	991,492
Resources - Use								
Surplus (Deficit)	-	-	-	-	-	-	-	-

Community Development Department

The City of Lakeport Community Development Department serves as a vital hub for various municipal functions, encompassing Planning, Building Inspection, Code Enforcement, and Business Licensing. Beyond these primary responsibilities, the Community Development Department collaborates with other city departments on a range of initiatives, including Economic Development, Park Planning, Utility and Infrastructure Planning, Sewer and Water Administration, Storm Water Management, and more.

Core Departmental Operations:

- Planning:
    - Long-Range Planning
    - Permit Processing
- Building:
    - Permit Issuance
    - Plan Check
    - Inspection
- Inter-Agency Communications
- Stakeholder Collaboration
- Code Enforcement
- Business Licensing
- Housing Oversight
- Stormwater Management
- Permit Compliance and Environmental Review

The Community Development Department plays a pivotal role in shaping the growth and development of Lakeport, ensuring compliance with regulations, fostering economic vitality, and enhancing the quality of life for residents and businesses alike.

	Community Development Accomplishments		Public Safety & Crisis Response	Disaster Resiliency	Good Governance & Fiscal Stability	Capital Infrastructure Improvement	Safe, Sustainable & Attractive Neighborhoods	Economic Development
	Goal	*Progress*						
	Near Term 2025-26							
1.	Implementation of a strategic plan for the development of the City's Housing Services Program	While several large-scale development projects have required significant Community Development staff capacity, the City - working in partnership with it's consultant, Adams Ashby - has continued to make steady progress towards implementation of a strategic plan for the City's Housing Services Program. City staff and the consultant are nearing completion of draft policy and procedures manuals for both the Owner-Occupied Rehabilation Program and First-Time Homebuyer Program. The City anticipates reconvening the Community Stakeholder Groups in Spring 2026 to review and discuss these draft policy and procedure documents as part of the program refinement process and grant requirements. In addition, the City, in coordination with Adams Ashby, conducted a citywide Housing Conditions Survey in late 2025. The results of this survey will play a critical role in the next phase of program development, particularly as the City prepares to pursure additional CDBG funding to support full program implementation.			✔		✔	✔
2.	Provide project land use & permitting support for large-scale developments with significant city impact	Community Development Department staff continue to be heavily engaged in providing land use, entitlement, and permitting support for multiple large-scale and complex development projects throughout the City. These projects have required substantial staff time and coordination and collectively account for a significant portion of departmental workload. Key projects include: (1) Parkside Apartments - The Parkside Apartments project is currently in the construction phase, with vertical building underway. Staff continue to coordinate with Danco, Adams Ashby, and the California Department of Housing and Community Development (HCD) regarding CDBG-DR grant funding allocation and reimbursement. Staff reviewed and approved the EVA bridge design and have received an agreement in form for the Construction and Dedication Agreement. (2) Justice-Involved Housing Project (519 S. Smith Street) - The Justice-Involved Housing project has submitted a complete application under Assembly Bill 2162, which allows for a ministerial, streamlined review based on objective design standards. Staff have completed an initial Objective Design Standards review, and the project applicant (RCHDC) is currently working to address design and architectural refinements identified during that review. (3) Tribal Health Vista Point Healthcare Campus - The Vista Point Healthcare Campus project has completed demolition and is currently in the pre-application phase. Tribal Health is developing the site Master Plan, and staff are awaiting submittal of a Use Permit and Architectural and Design Review application as the next step in the entitlement process. (4) Redwood Quality Management Company - Mental Health Rehabilitation Project (1319 Todd Rd. Ext.) - Staff are currently reviewing a lot line adjustment for the proposed Mental Health Rehabilitation project. The project developer has also submitted applications for a Use Permit and Architectural and Design Review. Staff reviewed the project application and determined it has qualified for streamlined, ministerial review under Assembly Bill 531— The Behavioral Health Infrastructure Bond Act.			✔	✔	✔	✔

		(5) Lake Family Resource Center - Head Start Expansion (2495 Parallel Drive) - The Lake Family Resource Center project is in the pre-application phase for a proposed expansion of its Head Start childcare facilities. Staff have been coordinating closely with LFRC regarding next steps, which are expected to include Architectural and Design Review. (6) Disney's Boat Rentals - Disney's Boat Rentals is currently under construction. Staff continue to provide assistance related to the dock and pier components of the project and will also be required to process a Final Parcel Map.						
3.	Modernize various local ordinances to align with new state laws and/or create improved organizational efficiencies	Progress on this goal has been limited due to the Department's focus on multiple active citywide development permitting projects and other higher-priority initiatives requiring immediate staff attention. While the goal remains relevant, available staff capacity during the first half of the year was directed toward these time-sensitive projects with broader operational and policy impacts. Staff will reassess timing and resource availability during the second half of the year and incorporate this goal as capacity allows	✔	✔	✔		✔	✔
4.	Ongoing succession planning and continued employee training/certification **(LT-1)**	Advanced succession planning and staff development through key internal promotions and expanded professional training. This included the promotion of an Associate Planner to Planning Services Manager, strengthening leadership continuity within the department. Staff also achieved professional certifications, including Certified Fire Marshal designation, and participated in targeted training programs across CEQA/land use, building code, stormwater management, and related regulatory areas. Department leadership and staff further supported professional growth through participation in statewide conferences and continuing education opportunities, reinforcing long-term organizational capacity and readiness.		✔	✔	✔	✔	✔
	Additional Notable Accomplishements							
1.	**Advancement of Parkside Apartments Development & Supporting Infrastructure**	Provide coordinated oversight and support for the Parkside Apartments project, including administration of CDBG-DR funding, building inspection services, and entitlement processing for future phases. Facilitate the design and implementation of critical supporting infrastructure, including the Emergency Vehicle Access (EVA) Bridge, ensuring alignment with regulatory requirements, project timelines, and long-term community benefit.			✔	✔	✔	
2.	**Grant Management, Compliance & Funding Administration**	Administered and maintained compliance for multiple state and federal funding programs, including CDBG-DR, PLHA, MIT-RIP, and economic development grants. Successfully processed reimbursement draws, managed environmental compliance, and completed reporting requirements with no adverse audit findings. Advanced the Parkside Apartments CDBG-DR project through ongoing funding coordination, reimbursement processing, labor compliance oversight, and inter-agency coordination with HCD and project partners to support continued construction progress, while also securing NEPA approval for the MIT-RIP Community Center ADA Improvement Project and advancing it through HUD/HCD release of funds procedures.			✔	✔	✔	✔
3.	**Citywide User Fee Study – Implementation & Adoption Preparation**	Led implementation of the Citywide User Fee Study, including coordination of Council study sessions, public noticing in compliance with the Mitigation Fee Act, and preparation of updated fee schedules for adoption. This effort strengthens cost recovery, improves fiscal sustainability, and aligns City fees with the true cost of service delivery.			✔			
4.	**Economic Development, Business Support & Intergovernmental Coordination**	Supported local economic development through administration of business loan programs, business outreach efforts, and coordination of the CRV Redemption Center Pilot Project. Assisted businesses and nonprofits in navigating permitting and regulatory processes. Maintained strong partnerships with HCD, HUD, County of Lake, regional agencies, tribal governments, and nonprofit developers.			✔		✔	✔

5.	**Solid Waste Franchise Agreement – Update & Long-Term Service Stability**	Negotiated and secured City approval of a new Solid Waste Franchise Agreement with Lakeport Disposal, ensuring continued service delivery while strengthening regulatory compliance, financial protections, and performance standards. The updated agreement enhances long-term operational stability and positions the City to better manage risk, oversight, and future service needs.	✔		✔		✔	
6.	**Community Development Activity Metrics (CY 2025)**	1,065 business licenses processed ($96,166 in revenue) 233 building permits issued ($1.65M in fees; $30.4M valuation) 423 inspections conducted 956 code enforcement inspections; 455 cases opened			✔		✔	✔

	Community Development Goals	Public Safety & Crisis Response	Disaster Resiliency	Good Governance & Fiscal Stability	Capital Infrastructure Improvement	Safe, Sustainable & Attractive Neighborhoods	Economic Development
							
	Near Term 2026-2027						
1.	**Provide Land Use, Entitlement, and Permitting Support for Major Development Projects:** Priority efforts include ongoing coordination and compliance oversight for Parkside Apartments; streamlined review and permitting support for the Justice Involved Housing Project located at 519 S. Smith Street; processing entitlements and permitting support for the Tribal Health Vista Point Healthcare Campus; review and processing of the Redwood Quality Management Company's mental health rehabilitation facility located on Todd Road Extension; entitlement and permitting support for the proposed Lake Family Resource Center Head Start Expansion located at 2495 Parallel Drive; and other priority projects that will emerge in the coming year.			✔	✔	✔	✔
2.	Evaluate and support potential annexation of the South Main Street area within the City's sphere of influence	✔	✔	✔	✔	✔	✔
3.	Initiate and complete Housing Element Update (7th Cycle compliance)			✔		✔	✔
4.	Adoption and Implementation of Comprehensive User Fee Study			✔			
5.	Implementation of the City's Housing Services Program Strategic Plan				✔	✔	✔
	Intermediate-Term Goals 2-4 years						
1.	Comprehensive update of the General Plan and Zoning Ordinance		✔	✔		✔	✔
2.	Expansion of Proactive Code Enforcement Program	✔	✔	✔		✔	✔
3.	Modernization of Local Ordinances	✔		✔		✔	✔
3.	Implementation of the City's Housing Services Program				✔	✔	✔
	Long-Term Goals 5+ years						
1.	Ongoing succession planning and continued employee training/certification	✔	✔	✔			
2.	Focus on long-term enhancements to economic vitality of City				✔	✔	✔

Fiscal Year 2026-27
Department Detail
Dept. Community Development: Planning
No. 1050

DEPARTMENT DETAIL

	Prior FYs		Current		Proposed		Projections	
	2023-24 Actual	2024-25 Actual	2025-26 Budget	2025-26 Actual (Est)	2026-27 Requested	2026-27 Recommended	2027-28 Projected	2028-29 Projected
Funding Sources								
110 GENERAL FUND	320,404	340,432	484,012	294,549	583,653	582,353	604,316	627,925
501 WATER UTILITY M & O FUND	20,676	22,842	27,900	23,827	32,405	32,405	33,627	34,941
601 CLMSD UTILITY M & O FUND	20,676	22,842	27,900	23,827	32,405	32,405	33,627	34,941
Total Resources	361,756	386,116	539,812	342,203	648,463	647,163	671,570	697,806
Department Expenditures								
Salaries and benefits	220,877	249,562	290,615	257,203	359,876	359,876	377,870	396,763
Operations	138,608	136,263	248,447	82,388	287,837	286,537	293,700	301,043
Capital outlay	2,270	290	750	2,612	750	750	-	-
Total Expenditures	361,756	386,116	539,812	342,203	648,463	647,163	671,570	697,806
Resources - Use								
Surplus (Deficit)	-	-	-	-	-	-	-	-

Fiscal Year 2026-27
Department Detail
Dept. Community Development: Building
No. 1051

DEPARTMENT DETAIL

	Prior FYs		Current		Proposed		Projections	
	2023-24 Actual	2024-25 Actual	2025-26 Budget	2025-26 Actual (Est)	2026-27 Requested	2026-27 Recommended	2027-28 Projected	2028-29 Projected
Funding Sources								
110 GENERAL FUND	348,715	364,723	458,184	312,675	431,807	431,807	450,857	470,795
501 WATER UTILITY M & O FUND	31,115	34,621	40,715	31,423	38,979	38,979	40,699	42,498
601 CLMSD UTILITY M & O FUND	31,164	34,825	40,715	31,422	38,979	38,979	40,699	42,498
Total Resources	410,994	434,169	539,614	375,520	509,765	509,765	532,254	555,792
Department Expenditures								
Salaries and benefits	311,560	345,691	429,381	314,231	389,793	389,793	409,283	429,747
Operations	91,501	88,478	110,233	60,528	119,972	119,972	122,971	126,046
Capital outlay	7,933	-	-	761	-	-	-	-
Total Expenditures	410,994	434,169	539,614	375,520	509,765	509,765	532,254	555,792
Resources - Use								
Surplus (Deficit)	-	-	-	-	-	-	-	-

Fiscal Year 2026-27
Department Detail
Dept. Community Development: Housing
No. 1053

DEPARTMENT DETAIL

	Prior FYs		Current		Proposed		Projections	
	2023-24 Actual	2024-25 Actual	2025-26 Budget	2025-26 Actual (Est)	2026-27 Requested	2026-27 Recommended	2027-28 Projected	2028-29 Projected
Funding Sources								
209 LAKEPORT HOUSING PROGRAM FUND	-	-	-	-	-	-	-	-
210 PLHA NAVIGATION CENTER	138,049	100,389	-	-	-	-	-	-
212 C-PLHA (PERMANENT LOCAL HOUSING ALL	-	-	2,706,111	1,328,395	2,706,111	1,377,717	-	-
233 CDBG GRANT 2018DR	5,000	47,733	9,544,885	6,120,666	2,055,196	1,190,275	-	-
238 CDBG GRANT 2017	-	-	-	-	-	-	-	-
239 CDBG GRANT 2022	19,336	12,603	173,246	11,500	173,246	-	-	-
240 HOME PROGRAM INCOME	10,500	3,500	10,000	3,500	10,000	10,000	-	-
Total Resources	172,885	164,226	12,434,242	7,464,061	4,944,553	2,577,992	-	-
Department Expenditures								
Operations	-	-	-	-	-	-	-	-
Grants/Loans	172,885	164,226	12,434,242	7,464,060	4,944,553	2,577,992	-	-
Debt service	-	-	-	-	-	-	-	-
Capital outlay	-	-	-	-	-	-	-	-
Total Expenditures	172,885	164,226	12,434,242	7,464,061	4,944,553	2,577,992	-	-
Resources - Use								
Surplus (Deficit)	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**

Economic Development Division

The City of Lakeport stands as a vital economic hub within Lake County, serving as the county seat and housing a significant portion of the region's businesses and services. With a thriving downtown area and a diverse range of industries, Lakeport is a key player in the county's economic landscape.

Core Departmental Operations:

- Implementation of Economic Development Strategic Plan three core goals:
    1. Promoting and participating in regional economic development initiatives.
    2. Expanding and supporting business retention and attraction efforts.
    3. Enhancing the historic downtown and lakefront area.

- Facilitation of the Lakeport Economic Development Advisory Committee (LEDAC): LEDAC is an advocate for strong and positive Lakeport business community and is a conduit between the City leadership and the community for communicating and implementing the goals, activities and progress of Lakeport's economic and business programs.

- City & Community Resource Maximization:
    - Maximizing the effectiveness of available City and community resources to drive economic development initiatives forward.
    - Integration of recommendations and implementation measure from various city and regional studies and plans to formulate a comprehensive approach to economic development.

- Regional Economic Development Partnerships: Maintain representation on various regional committees and initiatives, including but not limited to: Lake County Economic Development Corporation (Lake EDC), Lake County Tourism Improvement District (Lake TID), and Blue-Ribbon Committee for the Rehabilitation of Clear Lake.

The Economic Development Division plays a pivotal role in revitalizing and growing the local economy, fostering partnerships, and implementing strategies to ensure Lakeport's continued economic success. Through strategic planning and collaborative efforts, the division strives to create a vibrant and sustainable economic future for the city and its residents.

	Economic Development Accomplishments		Public Safety & Crisis Response	Disaster Resiliency	Good Governance & Fiscal Stability	Capital Infrastructure Improvement	Safe, Sustainable & Attractive Neighborhoods	Economic Development
	Goal	*Progress*						
	Near Term 2025-26							
1.	Increase foot traffic in downtown and waterfront districts through enhanced placemaking strategies and destination marketing. Key initiatives include updating the vacant commercial building listing, developing a vacant building registration and first-floor retail ordinance, and pursuing grant funding for wayfinding signage improvements. Additionally, work with the community to develop design guidelines for the historic downtown to enhance its appeal and attract more visitors.	The City advanced downtown and waterfront activation through establishment of the Business Outreach Working Group (BOWG), development of a comprehensive inventory of vacant and underutilized commercial properties, and direct engagement with business and property owners. In partnership with Retail Coach, the City also analyzed visitor patterns, peak activity times, and customer behavior to better inform business strategies, support local expansion, and position the downtown as a more active and attractive destination.					✔	✔
2.	Strengthen the Lake County Tourism Improvement District (TID) by expanding marketing efforts and increasing overall visitation to the region, laying the foundation for future hospitality investment. As part of this effort, continue exploring the development of a waterfront hotel at Dutch Harbor (910 North Main Street) while also collaborating with existing waterfront hotels and resorts to enhance and revitalize tourist lodging facilities.	The City strengthened its tourism strategy by completing an updated hotel feasibility analysis for the Dutch Harbor site, guiding future investment timing, while actively marketing Lakeport through Retail Coach at regional trade shows. Local reinvestment was supported through entitlements and financing for Skylark Shores, including development of a new conference and event center and room renovations, alongside continued coordination with TID and regional partners to enhance visitation.						✔
3.	Leverage the completed Lake County Comprehensive Economic Development Strategy (CEDS) to apply for U.S. Economic Development Administration (EDA) grants that fund key City projects. Priorities include a downtown and lakefront Wi-Fi district, improved wayfinding signage, and enhanced business and financial tools to support local businesses.	The City actively leveraged the CEDS framework to pursue external funding, including collaboration with the County on Congressional funding for the South Lakeport water resiliency project and multiple grant applications for pedestrian, bicycle, and accessibility improvements. Implementation of CDBG-funded ADA upgrades at the Community Center further reflects progress in aligning infrastructure investments with economic development priorities.			✔	✔		✔
4.	Collaborate with the Clear Lake Environmental Research Center (CLERC) to establish a publicly accessible environmental resource center within the historic Lakeport Carnegie Library Building.	The City formalized a partnership with CLERC through a lease at the Carnegie Library, establishing a publicly accessible environmental education center that has already hosted community workshops and outreach events. This effort builds on recent facility improvements and positions the site as a long-term educational and visitor-serving asset.						✔
5.	Build on recent retail growth successes by accelerating efforts to attract new retailers and fill existing commercial vacancies while momentum is strong. Focus on the revitalization of vacant commercial spaces throughout the City and support local entrepreneurs by developing a franchise toolkit to streamline entry into established business models. Additionally, assist local businesses in identifying new retail opportunities to expand their operations and further strengthen the City's economic vitality.	The City expanded retail attraction and business support efforts through its partnership with Retail Coach, developing targeted "best fit" recruitment strategies for vacant commercial spaces and actively conducting outreach to prospective retailers and commercial partners. Updated retail gap and opportunity analyses, along with detailed visitor data on customer patterns and behavior, are being shared with local businesses to support expansion and improved operations. These efforts are reinforced through the Business Outreach Working Group (BOWG), which focuses on business retention, direct engagement with property owners, and improving access to information and permitting processes, while highlighting key opportunity areas such as the Lakeport Boulevard corridor to attract new investment and revitalize existing commercial centers.			✔		✔	✔
	Expand business expertise and capability in Lakeport by strengthening the partnership with the Lake County Economic Development Corporation (Lake EDC) to establish a full-service Small Business Development Center (SBDC) office in Lake County. This initiative will focus on business model development, financial skills training, and growth planning to support local entrepreneurs and businesses. **(IT-2)**	The City continues to strengthen its partnership with Lake EDC, including active support for its merger with the Lake County Chamber of Commerce to better align resources, streamline services, and enhance organizational capacity. The City is also participating in Lake EDC regional initiatives such as the Heart Hub, in partnership with Sutter Health and others, to develop workforce training opportunities and career pathways, particularly in the healthcare sector.			✔	✔		✔
	Additional Notable Accomplishments							

1.	Leverage Community Partnerships to Expand Public Programming, Facility Activation, and Economic Vitality Beyond City Staffing Capacity	The City successfully implemented multiple partnership models that expand community programming and activation of public assets beyond the limits of City staffing. This includes execution of a license agreement with the Westside Community Park Committee to develop a multi-use trail system across over 300 acres of City-owned property, significantly expanding recreational opportunities and regional draw. The City also partnered with the Lake County Arts Council to operate and program the Silveira Community Center, enabling expanded evening and weekend use that was previously not feasible. In addition, the City formalized a lease with the Clear Lake Environmental Research Center (CLERC) at the Carnegie Library, establishing a publicly accessible environmental education center with workshops, field trips, and community programming. Collectively, these partnerships demonstrate a scalable model for leveraging community organizations to enhance quality of life, increase visitation, and activate City facilities without requiring additional City staffing resources.				✔	✔	✔
2.	Strengthened Lakeport's Role as a Regional Destination and Economic Hub	Strengthened Lakeport's position as a regional destination through hosting and participation in key regional events, including the Redwood Coast Economic Summit, where the City led a panel discussion and guided walking tour showcasing significant public investment in the downtown and waterfront. These efforts highlighted the City's success in creating a cohesive, high-quality placemaking environment that supports both residents and visitors. Additional engagement through initiatives such as the Creative Economy Town Hall and coordinated tourism efforts with regional partners continues to elevate Lakeport's visibility and reinforce its role as a central hub for recreation, culture, and economic activity in Lake County.				✔		✔

Economic Development Goals	Public Safety & Crisis Response	Disaster Resiliency	Good Governance & Fiscal Stability	Capital Infrastructure Improvement	Safe, Sustainable & Attractive Neighborhoods	Economic Development
						
Near Term 2026-2027						
1. **Develop a Downtown Vacant Building Inventory & Activation Strategy:** Complete an inventory of vacant and underutilized downtown commercial properties and establish a centralized database of property owners and managers to improve coordination on leasing, maintenance, and redevelopment opportunities. Evaluate the feasibility of a Vacant Building Registry Ordinance to support proactive property management, reduce long-term vacancies, and encourage reinvestment.	✔				✔	✔
2. **Create a Downtown and Waterfront Wayfinding & Signage Plan:** Develop a cohesive wayfinding and signage program that improves connectivity between the downtown and waterfront while reinforcing Lakeport's historic identity. The plan should include directional signage for key public facilities, downtown directory elements, and consistent waterfront design standards, including opportunities for interpretive and storytelling features to unify these areas as a single destination.					✔	✔
3. **Develop a Business Retention & Expansion Toolkit:** Create a practical "business toolkit" that translates market data—such as retail leakage, visitor trends, and industry insights—into actionable information for local businesses. Use this tool to support business retention and expansion, and incorporate a coordinated "Shop Local" campaign to encourage local spending and strengthen community support for Lakeport businesses.			✔			✔
4. **Strengthen Tourism Infrastructure and Lodging Quality:** Advance efforts to attract a hotel development at the Dutch Harbor site while working with existing operators to improve the quality and competitiveness of Lakeport's lodging inventory. Focus on reinvestment and property improvements that align with broader tourism and economic development goals.				✔	✔	✔
5. **Targeted Retail Recruitment and Commercial Center Revitalization:** Recruit tenants to fill large vacant commercial spaces within existing shopping centers, prioritizing anchor and mid-sized users that strengthen retail clusters and improve overall center viability. Focus on enhancing Lakeport's role as a regional commercial hub through strategic infill of key sites.					✔	✔
Intermediate-Term Goals 2-4 years						
1. **Leverage CEDS for Targeted Grant Funding:** Leverage the Lake County Comprehensive Economic Development Strategy (CEDS) to pursue U.S. Economic Development Administration (EDA) funding for priority projects, including downtown and lakefront Wi-Fi, wayfinding improvements, and business support tools.		✔	✔	✔	✔	✔
2. **Develop a Lakeport Economic Development Strategic Plan**: Engage an economic consulting firm to prepare a data-driven Economic Development Strategic Plan that prioritizes key initiatives and guides future investment.			✔		✔	✔
3. **Expand Small Business Support Capacity (SBDC Partnership):** Strengthen partnership with the Lake County Economic Development Corporation to establish a full-service Small Business Development Center (SBDC), supporting business development, financial training, and growth planning.		✔	✔	✔		✔
4. **Advance Arts and Cultural Development:** Support development of an Arts and Cultural Master Plan and strengthen partnerships with local arts organizations to enhance community identity and economic activity.					✔	✔
5. **Enhance Business Outreach (Business Walk Program)**: Expand the City's business walk program to conduct up to 200 annual visits, strengthening relationships, gathering feedback, and supporting local business success.	✔	✔	✔			✔
Long-Term Goals 5+ years						
1. **Expand the Waterfront Promenade and Public Realm:** Advance the extension of the waterfront promenade to further activate and enhance the lakefront, improving public access, beautification, and the overall visitor experience.				✔	✔	✔
2. **Develop a Gateway and Commercial Corridor Enhancement Strategy:** Develop a comprehensive plan to improve key gateways and commercial corridors, including South Main Street, Lakeport Boulevard, Eleventh Street, and Lakeshore Boulevard. Focus on revitalization, aesthetics, wayfinding, and investment attraction to strengthen first impressions and overall economic vitality.				✔	✔	✔

Fiscal Year 2026-27
Department Detail
Dept. Economic Development
No. 1054

DEPARTMENT DETAIL

	Prior FYs		Current		Proposed		Projections	
	2023-24 Actual	2024-25 Actual	2025-26 Budget	2025-26 Actual (Est)	2026-27 Requested	2026-27 Recommended	2027-28 Projected	2028-29 Projected
Funding Sources								
110 GENERAL FUND	81,894	72,307	121,500	44,350	121,500	126,500	129,663	132,904
233 CDBG GRANT 2018DR	-	-	-	-	-	-	-	-
234 CDBG GRANT 2021	42,721	36,688	15,000	7,725	15,000	-	-	-
236 CDBG GRANT 2020	-	-	-	-	-	-	-	-
237 CDBG GRANT 2018	13,783	-	-	-	-	-	-	-
238 CDBG GRANT 2017	-	-	-	-	-	-	-	-
241 CDBG PROGRAM INCOME	-	-	-	-	-	-	-	-
Total Resources	138,398	108,995	136,500	52,075	136,500	126,500	129,663	132,904
Department Expenditures								
Operations	81,894	72,307	121,500	44,350	121,500	126,500	129,663	132,904
Grants/Loans	42,721	36,688	15,000	7,725	15,000	-	-	-
Debt service	-	-	-	-	-	-	-	-
Capital outlay	-	-	-	-	-	-	-	-
	13,783	-	-	-	-	-	-	-
Total Expenditures	138,398	108,995	136,500	52,075	136,500	126,500	129,663	132,904
Resources - Use								
Surplus (Deficit)	-	-	-	-	-	-	-	-

Finance Department

The Finance Department of the City of Lakeport operates with a commitment to excellence, integrity, and dedication, providing essential financial services to support the city's operations and meet the needs of its citizens.

Core Departmental Operations:

- Financial Management:
    - Budget preparation and oversight
    - Financial reporting and analysis
    - Payroll processing
    - Accounts payable and receivable management
    - Utility billing administration
- Customer Service:
    - Providing assistance and support to citizens and city departments
    - Ensuring timely and accurate financial information
- Tax and Revenue Administration:
    - Tax reporting and compliance
    - Grant management and reporting
    - Debt management and reporting
    - Investment management
- Banking and Loan Servicing:
    - Managing city accounts and investments
    - Administering loans and servicing debt
- Information Technology Support:
    - Hardware and software management
    - Network administration
    - Cybersecurity measures

The Finance Department plays a vital role in maintaining the fiscal health of the city and upholding transparency and accountability in financial matters. Through its diverse range of services, the department contributes to the overall efficiency and effectiveness of city operations.

	Finance and Information Technology Accomplishments		Public Safety & Crisis Response	Disaster Resiliency	Good Governance & Fiscal Stability	Capital Infrastructure Improvement	Safe, Sustainable & Attractive Neighborhoods	Economic Development
	Goal	*Progress*						
	Near Term 2025-26							
1.	Recruit, hire, and develop a Finance Director who brings a Chief Financial Officer (CFO) mindset, focusing on strategic financial leadership, long-term fiscal sustainability, and cross-departmental collaboration.	New Finance Director was hired and has been attending training for development of skills, as well as seeking mentorship from interim Finance Director.	✔	✔	✔	✔		✔
2.	Facilitate a utilities rate study and Proposition 218 process to ensure rates are fair, sustainable, and aligned with service level needs, while maintaining cost-to-service balance and protecting residents from unnecessary financial burdens.	Preparatory work advanced through improved cost tracking, participation in rate-setting training, and coordination with utilities staff to position the City for a future rate study and Proposition 218 process.		✔	✔	✔		
3.	Implement the City's comprehensive cost of service study for city-wide fees to ensure that fees are fair, transparent, and aligned with service levels, while maintaining appropriate cost-to-service ratios and supporting a business-friendly environment that makes Lakeport an easy and welcoming place to invest and grow.	The City advanced implementation of its cost-of-service study, including Council review, revenue impact evaluation, and phased planning to ensure fees remain fair, transparent, and business-friendly.	✔		✔			
4.	Complete the City's conversion to a cloud-based shared network to enhance efficiency across departments, improve overall data accessibility, and ensure continuity of operations even in emergency situations.	The City completed major components of its cloud-based network transition, improving file access, disaster resilience, and cross-departmental collaboration through OneDrive and Azure systems	✔	✔	✔			
5.	Develop a comprehensive grant management and monitoring database to ensure efficient oversight, tracking, and administration of all City grants. This database will improve overall funding compliance, resource allocation, and strategic financial planning across housing, economic development, and other key initiatives.	Finance established a comprehensive grant tracking and monitoring framework, including a master inventory of active grants, standardized tracking tools, and improved reporting accuracy across departments	✔	✔	✔	✔	✔	✔
	Additional Notable Goals							
1.	Merchant Services Cost Recovery Improvements	Evaluated and implemented policy options to address increasing merchant and credit card processing costs, reducing processing fees from approximately 8% to 3%; improved utility billing oversight including delinquent account management and tax-roll coordination; and advanced groundwork for upcoming water and sewer rate studies.			✔			✔
2.	Enhanced Transparency and Financial Tracking Tools Across Departments	Renamed and restructured project and grant codes to improve clarity and reporting; implemented new tools to streamline complex A/P transactions; and expanded department-level visibility into financial data to support better decision-making.			✔	✔		
3.	Successfully Modernized Citywide Financial Systems	Fully implemented Tyler ERP A/P Automation across all departments, streamlining invoice processing, improving approval workflows, and strengthening internal controls; advanced evaluation of budget software platforms and expanded invoice capture capabilities to further enhance operational efficiency			✔			
4.	Maintained Excellence in Financial Reporting and Audit Compliance	Completed interim and year-end audit processes with no findings; advanced and finalized major components of the ACFR (including MD&A, transmittal letter, and statistical sections); completed Single Audit requirements; and submitted all required State Controller reports, positioning the City for timely, award-level financial reporting.			✔			

Finance and Information Technology Goals	Public Safety & Crisis Response	Disaster Resiliency	Good Governance & Fiscal Stability	Capital Infrastructure Improvement	Safe, Sustainable & Attractive Neighborhoods	Economic Development
						
Near Term 2026-2027						
1. Continue development of the Finance department staff to include long-term financial planning and forecasting capabilities and increasing strategic involvement in cross-departmental initiatives.		✔	✔			
2. Complete and implement a utilities rate study and Proposition 218 process to ensure rates are fair, sustainable, and aligned with service level needs, while maintaining cost-to-service balance and protecting residents from unnecessary financial burdens.	✔		✔		✔	✔
3. Implement the City's comprehensive cost of service study for city-wide fees to ensure that fees are fair, transparent, and aligned with service levels, while maintaining appropriate cost-to-service ratios and supporting a business-friendly environment that makes Lakeport an easy and welcoming place to invest and grow.			✔			
4. Explore strategic uses of technology to improve the budget process to include a comprehensive CIP budgeting tool and develop long-term CIP financing strategy			✔			
5. Implement the use of a comprehensive grant management and monitoring database to ensure efficient oversight, tracking, and administration of all City grants. This database will improve overall funding compliance, resource allocation, and strategic financial planning across housing, economic development, and other key initiatives.			✔		✔	✔
Intermediate-Term Goals 2-4 years						
1. Improve CIP budget process and develop long-term CIP financing strategy.	✔	✔	✔	✔		
2. Focus on staff cross training, professional development and succession planning.		✔	✔			
Long-Term Goals 5+ years						
1. Continuously seek revenue sources to improve budget position.	✔	✔	✔		✔	✔
2. Develop a robust and effective IT department that supports City's growth and success.	✔	✔	✔			

Fiscal Year 2026-27
Department Detail
Dept. Finance & IT
No. 1041

DEPARTMENT DETAIL

	Prior FYs		Current		Proposed		Projections	
	2023-24 Actual	2024-25 Actual	2025-26 Budget	2025-26 Actual (Est)	2026-27 Requested	2026-27 Recommended	2027-28 Projected	2028-29 Projected
Funding Sources								
110 GENERAL FUND	389,047	439,274	449,669	354,805	535,816	535,114	464,678	483,081
501 WATER UTILITY M & O FUND	290,681	339,202	357,185	291,956	338,866	363,814	315,926	328,438
601 CLMSD UTILITY M & O FUND	288,720	333,526	345,085	285,435	332,766	357,714	310,629	322,931
606 CLMSD ASSMNT DIST 2017-1 FUND	12,673	7,853	15,000	8,423	15,000	15,000	13,026	13,541
705 RDA OBLIGATION RETIREMENT FUND	42,285	41,409	51,500	41,031	41,878	41,878	36,366	37,806
Total Resources	1,023,406	1,161,264	1,218,439	981,650	1,264,326	1,313,520	1,140,623	1,185,796
Department Expenditures								
Salaries and benefits	560,490	631,249	627,372	530,489	634,569	634,569	666,297	699,612
Operations	330,223	373,937	400,067	286,173	413,757	462,757	474,326	486,184
Capital outlay	132,693	156,077	191,000	164,987	216,000	216,194	-	-
Total Expenditures	1,023,406	1,161,264	1,218,439	981,650	1,264,326	1,313,520	1,140,623	1,185,796
Resources - Use								
Surplus (Deficit)	-	-	-	-	-	-	-	-

Police Department

The Lakeport Police Department is committed to ensuring the safety and security of the City of Lakeport's residents, workers, and visitors. Upholding professional standards and best practices, the department provides high-quality law enforcement services while safeguarding the rights of all individuals.

Core Departmental Operations:

- Visible Police Patrol: Ensuring the presence of law enforcement throughout the community to deter crime and maintain public safety.
- Investigation of Crimes: Conducting thorough investigations to apprehend offenders and bring them to justice.
- Response to Community Calls for Service/Assistance: Providing timely and effective responses to emergencies and requests for assistance from community members.
- Maintaining Records and Evidence: Properly managing and preserving records and evidence to support legal proceedings.
- Community Service: Engaging with the community through outreach programs and initiatives to build trust and foster positive relationships.
- Policy Training/Updates: Staying abreast of legal mandates and updates to ensure compliance with laws and regulations.
- Training: Providing ongoing training to officers to enhance skills and knowledge in law enforcement practices.
- Animal Control: Managing animal-related issues and ensuring public safety in collaboration with relevant agencies.
- Emergency Operations: Coordinating response efforts during emergencies to mitigate risks and protect the community.
- Special Programs: Implementing specialized initiatives such as K-9 units, School Resource Officers (SROs), Downtown Officers, Special Weapons and Tactics (SWAT) teams, and more to address specific needs and challenges.

The Lakeport Police Department remains dedicated to its mission of serving and protecting the community, utilizing a comprehensive range of services and programs to ensure public safety and uphold the law. Through proactive policing strategies and community engagement, the department strives to create a secure and thriving environment for all.

	Police Department Accomplishments		Public Safety & Crisis Response	Disaster Resiliency	Good Governance & Fiscal Stability	Capital Infrastructure Improvement	Safe, Sustainable & Attractive Neighborhoods	Economic Development
	Goal	*Progress*						
	Near Term 2025-26							
1.	Explore innovative approaches to strengthen succession planning and leadership development, ensuring alignment with key policing strategies.	Through the Sergeant Training Program, line-level sworn personnel were assessed to determine interest and readiness for future promotional opportunities. Staff was provided targeted supervisor-level leadership training to strengthen professional growth, reinforce operational decision-making, and support peer mentorship. Administrative-level training was provided to current supervisory staff to further enhance leadership capacity, improve organizational continuity, and support the development of personnel throughout the Department.	✔	✔	✔		✔	
2.	Continue developing a collaborative co-responder partnership with a behavioral health provider to improve crisis intervention, enhance homeless outreach, and reduce the impact of mental health crises on the community and its resources.	Assignment of a Field Clinical Specialist co-located with the Department and actively co responds to calls involving mental health crises, homelessness, and suspected substance use disorders. This model integrates law enforcement and clinical expertise in real time, allowing for more effective assessment, de-escalation, resource linkage, and long-term stabilization strategies. Partnership enhances service delivery, reduces repeat calls for service, and ensures individuals in crisis are connected to appropriate behavioral health resources, enforcement only-based responses.	✔		✔		✔	✔
3.	Maintain and expand special programs within operations, including the School Resource Officer program, investigations, and additional evidence-based community policing initiatives.	Investigative Services remained partnered with the Clearlake Police Depart. as both a force multiplier and a collaborative resource for investigative support and shared expertise. The SRO) completed supervisory-level training to strengthen leadership capacity and improve effectiveness in the school-based policing environment. Department began utilizing artificial intelligence tools to assist in reviewing crime and CAD data to identify trends and support evidence-based strategies. Developed crime patterns data improving Department's resource deployment and proactive crime reduction	✔		✔		✔	
4.	Initiate a structured replacement cycle for fleet and equipment, including vehicles, in car cameras, patrol rifles, and other essential gear.	Have developed and initiated patrol rifle replacement with purchase of 2 rifles this and subsequent years. Initiated patrol fleet replacement.	✔	✔	✔		✔	
5.	Develop a public safety camera system for parks and key public spaces to enhance law enforcement capabilities and community security. **(IT-1)**	Entered into a pilot agreement with Intelvi AI to deploy 12 AI-enhanced LPR and fixed focus cameras for an evaluation of operational effectiveness and financial feasibility by ssessing the technology's ability to improve real-time intelligence gathering, investigative efficiency, and crime deterrence. Reviewing cost-benefit factors, including long-term sustainability, maintenance needs, and potential return on investment. Using findings from the pilot program to guide decisions regarding future expansion and permanent implementation.	✔		✔	✔	✔	✔
6.	Continual evaluation of replacement strategies for key Administrative positions. **(IT-4)**	Department promoted two sworn line-level employees to the rank of Sergeant and promoted one Sergeant to Lieutenant, strengthening leadership continuity and support long-term operational stability. Development and mentoring line-level staff to prepare for future advancement opportunities. Processed through 40 applicants to render hiring of 1 lateral police officer and 1 police officer trainee.	✔	✔	✔		✔	✔
	Additional Notable Accomplishments							
1.	Sustained High-Quality Public Safety Operations in a Resource-Constrained Environment	Maintained effective response and proactive policing strategies despite staffing limitations and increased per-officer workload; executed high-visibility patrols, DUI enforcement, and targeted operations during peak periods; and successfully managed large-scale events, protests, and holiday activities with minimal incidents through strong operational coordination and command presence.	✔	✔	✔		✔	✔
2.	Improved Data-Driven and Evidence-Based Policing and Resource Deployment	Integrated emerging technologies—including Intelvi AI camera systems, AI-assisted police report writing tools, and CAD/crime data analysis—to enhance real-time intelligence, identify crime patterns, and inform deployment strategies; supporting more proactive, targeted enforcement, evidence-based decision-making, and improved investigative outcomes.	✔	✔	✔	✔	✔	✔

Police Goals	Public Safety & Crisis Response	Disaster Resiliency	Good Governance & Fiscal Stability	Capital Infrastructure Improvement	Safe, Sustainable & Attractive Neighborhoods	Economic Development
						
Near Term 2026-2027						
1. Explore innovative approaches to strengthen succession planning and leadership development, ensuring alignment with key policing strategies.	✔	✔	✔		✔	
2. Develop and implement a permanent budgeted overstaffing program to reduce operational vacancies and maintain consistent departmental staffing.	✔		✔		✔	
3. Continue developing a collaborative co-responder partnership with a behavioral health provider to improve crisis intervention, enhance homeless outreach, and reduce the impact of mental health crises on the community and its resources.	✔		✔		✔	✔
4. Maintain and expand special programs within operations, including the School Resource Officer program, investigations, and additional evidence-based community policing initiatives.	✔		✔		✔	✔
5. Complete replacement cycle for fleet and equipment, including vehicles, in car cameras, patrol rifles, and other essential gear.	✔	✔	✔			
Intermediate-Term Goals 2-4 years						
1. Develop strategy for the continuance and long-term maintenance of a public safety camera system for parks and key public spaces to enhance law enforcement capabilities and community security.	✔	✔	✔		✔	✔
2. Develop and implement a strategy to enhance the efficiency of evidence and property management, including purging, reorganization, and auditing processes.	✔		✔			
3. Continue to enhance collaborative Law Enforcement-Behavioral Health partnership and collaboration opportunities to address the high service demands of individual experiencing homelessness and mental health crisis.	✔		✔		✔	✔
4. Continual evaluation of replacement strategies for key Administrative positions.	✔	✔	✔		✔	✔
Long-Term Goals 5+ years						
1. Review of succession planning best practices to best focus on effectiveness.	✔	✔	✔		✔	✔
2. Complete equipment and Fleet replacement cycle, including vehicles, car cameras, patrol rifles and other essential police equipment.	✔		✔			

Fiscal Year 2026-27
Department Detail
Dept. Police
No. 2010

DEPARTMENT DETAIL

	Prior FYs		Current		Proposed		Projections	
	2023-24 Actual	2024-25 Actual	2025-26 Budget	2025-26 Actual (Est)	2026-27 Requested	2026-27 Recommended	2027-28 Projected	2028-29 Projected
Funding Sources								
110 GENERAL FUND	2,684,275	2,624,023	2,949,429	2,174,619	3,384,222	3,434,223	3,363,047	3,508,354
211 K-9 FUND	7,367	6,165	15,000	12,178	15,000	6,800	6,659	6,947
Total Resources	2,691,642	2,630,188	2,964,429	2,186,797	3,399,222	3,441,023	3,369,706	3,515,301
Department Expenditures								
Salaries and benefits	1,792,459	1,857,908	2,030,120	1,737,821	2,337,213	2,337,213	2,454,074	2,576,777
Operations	701,395	731,513	828,949	440,508	851,499	893,300	915,633	938,523
Capital outlay	197,787	40,767	105,360	8,468	210,510	210,510	-	-
Total Expenditures	2,691,642	2,630,188	2,964,429	2,186,797	3,399,222	3,441,023	3,369,706	3,515,301
Resources - Use								
Surplus (Deficit)	-	-	-	-	-	-	-	-

Public Works Department

The Lakeport Public Works Department is dedicated to enhancing the quality of life for the incorporated Lakeport community through the maintenance and improvement of infrastructure and public facilities.

General Public Works Operations:

- Pavement Maintenance/Markings: Conducting routine inspections and maintenance of city streets to ensure safe and efficient transportation.
- Street Sweeping: Implementing regular street sweeping schedules to keep roadways clean and free of debris.
- Sign Repair/Inspection: Regularly inspecting and repairing street signs to maintain traffic safety and compliance with regulations.
- Tree Work: Performing necessary tree maintenance and removal to ensure public safety and enhance the aesthetic value of our community.
- Drainage System Maintenance: Maintaining and cleaning stormwater drainage systems to prevent flooding and protect public infrastructure.
- Emergency Management: Developing and implementing emergency response plans to address natural disasters and other emergencies effectively.
- Reporting: Providing regular reports on departmental activities and progress towards goals to city management and stakeholders.

Engineering Operations:

- Identify Funding: Seeking and securing funding opportunities for infrastructure projects through grants, partnerships, and other sources.
- Develop Project Plans/Schedules/Budget: Creating comprehensive project plans, schedules, and budgets for infrastructure improvements.
- Bid Packaging: Preparing bid packages and soliciting bids from qualified contractors for construction projects.
- Contracts & Agreements: Negotiating and executing contracts and agreements with vendors, consultants, and contractors for project implementation.
- Inspection/Monitoring/Labor Compliance: Overseeing project construction, conducting inspections, and ensuring compliance with labor regulations and project specifications.
- Project Closeout: Managing project closeout activities, including final inspections, documentation, and contractor payments.
- Grant Management: Administering grant funds effectively, ensuring compliance with grant requirements, and submitting timely reports to funding agencies.

- Record Keeping: Maintaining accurate records and documentation for all engineering projects, contracts, and agreements.

Parks Operations:

- Routine Grounds Maintenance: Performing routine maintenance of parks and public spaces, including mowing, trimming, and landscaping.
- Trash: Implementing effective waste management strategies to keep parks clean and litter-free.
- Amenity Maintenance: Maintaining park amenities such as playgrounds, benches, and picnic areas to ensure safe and enjoyable experiences for visitors.
- Inspections: Conducting regular inspections of park facilities to identify maintenance needs and address safety concerns promptly.
- Janitorial: Providing janitorial services to keep restrooms and facilities clean and sanitary for park users.

The Public Works Department remains committed to its mission of maintaining and enhancing the city's infrastructure and public spaces, ensuring the safety and well-being of Lakeport residents and visitors alike.

	Public Works Accomplishments		Public Safety & Crisis Response	Disaster Resiliency	Good Governance & Fiscal Stability	Capital Infrastructure Improvement	Safe, Sustainable & Attractive Neighborhoods	Economic Development
	Goal	*Progress*						
	Near Term 2025-26							
1.	Begin the construction phase of the two Emergency Repair Projects; Hartley St. Culvert and Forbes Creek Headwall on Main St.	Environmental clearance, right-of-way authorization, and interagency coordination have been substantially completed. Consultant coordination with Caltrans and regulatory agencies is ongoing to finalize remaining approvals. These projects are positioned to move into the construction phase pending final authorizations and scheduling.	✔	✔	✔	✔	✔	
2.	Complete the South Main Street Paving Rehabilitation project from Lakeport Blvd. to First Street.	Completed the pavement rehabilitation project on South Main Street (First Street to Lakeport Boulevard) at the beginning of the fiscal year. In addition to roadway improvements, the project included construction of missing sidewalk segments, installation of ADA-compliant curb ramps, and the addition of four activated, lighted pedestrian crossings to enhance safety and accessibility.	✔	✔	✔	✔	✔	✔
3.	Complete paving associated with the Water & Sewer Main Replacement Project, including Martin St., Lakeport Blvd. and Lakeshore Blvd.	Paving on Lakeshore Boulevard and Martin Street has been completed, with only minor striping corrections remaining. Coordination between Utilities and Public Works ensured paving followed completion of underground work to minimize disruption.	✔			✔	✔	✔
4.	Finalize the Active Transportation Plan to improve pedestrian and bicycle infrastructure.	The Active Transportation Plan has been completed and formally adopted by the City Council. The plan provides a framework for advancing pedestrian and bicycle improvements and is now being used to guide project development and grant applications.	✔		✔	✔	✔	✔
5.	Complete Design Phase of Lakeport Blvd. Phase I	Design for Lakeport Boulevard Phase I has reached approximately 95% completion. Utility coordination, right-of-way considerations, and scope refinement are largely complete. Final design completion is anticipated by February.	✔	✔	✔	✔	✔	✔
6.	Surface Treatment of High St., Parallel Dr., & Charlie Jolin Way	Surface treatment has been deferred to prioritize major paving and utility-relate projects requiring immediate coordination and inspection resources. These streets remain identified for treatment and will be reassessed as part of upcoming pavement management and scheduling efforts	✔		✔	✔	✔	✔
	Additional Notable Accomplishments							
1.	Positioned Projects for Grant Funding and External Resources	Advanced shovel-ready designs and coordinated grant applications (ATP, AARP, Blue Zones) to leverage outside funding for pedestrian safety and infrastructure improvements.			✔	✔	✔	✔
2.	Progressed Long-Delayed FEMA Seawall Closeout and Reimbursement	Completed extensive coordination with Cal OES and FEMA to advance compliance documentation and move toward final reimbursement resolution.			✔	✔		
3.	Implemented AI-Powered Infrastructure Monitoring to Improve Safety and Efficiency	Deployed the Violytics camera-based AI system on City vehicles to proactively identify roadway issues, including pavement deficiencies, signage concerns, pedestrian hazards, and overgrown vegetation. Integrated digital work order functionality has streamlined issue tracking and response, improving operational efficiency, enhancing data-driven maintenance practices, and strengthening overall roadway safety.	✔		✔	✔	✔	
4.	Fire Station Parking Lot Improvements	Working closely with the Fire District to advance their parking lot improvement project. The project is complex due to contaminated soils and the Fire District's limited experience with public works procurement and labor compliance requirements. City staff is providing guidance to move the project forward in compliance with applicable regulations.	✔	✔	✔	✔	✔	

5.	Courthouse Off-Site Improvements	Continued coordination with the Judicial Council on required off-site improvements, which has been challenging due to funding constraints and negotiation limitations. Sidewalk improvements on the north side of Lakeport Boulevard and the north side of the Larrecou intersection have been completed. Staff continues to evaluate how remaining improvements integrate with the Lakeport Boulevard project and address funding gaps relative to the desired buildout.	✔	✔	✔	✔	✔	
6.	Parkside Apartments – Off-Site Improvements	Ongoing oversight of off-site improvement construction associated with the Parkside Apartments project. Staff is monitoring construction progress and labor compliance requirements in coordination with Adams Ashby.			✔	✔	✔	

	Public Works Goals	Public Safety & Crisis Response	Disaster Resiliency	Good Governance & Fiscal Stability	Capital Infrastructure Improvement	Safe, Sustainable & Attractive Neighborhoods	Economic Development
							
	Near Term 2026-2027						
1.	Initiate construction of the Hartley Culvert and Forbes Creek Emergency Repair Projects	✔	✔		✔	✔	
2.	Complete design of Lakeport Blvd Phase I and coordinate with the CTC to secure construction funding			✔	✔	✔	✔
3.	Reassess and program surface treatments (chip seals) based on funding availability and staff capacity				✔	✔	✔
4.	Complete the 10th Street culvert and sidewalk project				✔	✔	✔
5.	Complete expansion of the concrete area surrounding the splash pad				✔	✔	✔
	Intermediate-Term Goals 2-4 years						
1.	Submit a competitive ATP grant application for the Lakeshore to Hartley SFRS corridor	✔		✔	✔	✔	
2.	Achieve Fleet CARB compliance through phased equipment replacement (e.g., street sweeper, bucket truck)	✔		✔			
3.	Deliver construction of Lakeport Blvd Phase I			✔	✔	✔	✔
4.	Continue advancing disaster preparedness through implementation of adopted plans (LHMP, EOP, Evacuation Plan)	✔	✔	✔			
5.	Complete Silveira Community Center ADA restroom and accessibility improvements		✔		✔	✔	✔
6.	Advance bicycle and pedestrian improvements identified in the Active Transportation Plan	✔		✔	✔	✔	✔
	Long-Term Goals 5+ years						
1.	Pursue and secure funding for priority projects identified in City plans	✔	✔	✔	✔	✔	✔
2.	Advance major circulation projects in coordination with LAPC (e.g., 11th Street corridor, Bevins/Lakeport Roundabout)	✔	✔	✔	✔	✔	✔
3.	Implement phased drainage rehabilitation to protect infrastructure and support complete streets improvements			✔	✔	✔	✔
	Maintain and integrate disaster preparedness and mitigation strategies into long-range planning	✔	✔	✔	✔	✔	
4.	Develop succession plan for key staff vacancies expected due to upcoming retirements, especially in the Engineering and Project Management division			✔			

Fiscal Year 2026-27
Department Detail
Dept. Public Works: Admin and Compliance
No. 3010

DEPARTMENT DETAIL

	Prior FYs		Current		Proposed		Projections	
	2023-24 Actual	2024-25 Actual	2025-26 Budget	2025-26 Actual (Est)	2026-27 Requested	2026-27 Recommended	2027-28 Projected	2028-29 Projected
Funding Sources								
110 GENERAL FUND	131,764	143,965	140,112	111,478	191,555	227,194	238,350	250,059
501 WATER UTILITY M & O FUND	128,085	187,146	216,871	178,073	228,133	210,315	220,642	231,481
601 CLMSD UTILITY M & O FUND	127,971	187,143	216,871	178,069	228,133	210,315	220,642	231,481
Total Resources	387,820	518,254	573,854	467,620	647,821	647,824	679,635	713,022
Department Expenditures								
Salaries and benefits	371,043	499,265	555,156	467,034	624,614	624,617	655,848	688,640
Operations	16,776	18,990	18,698	587	23,207	23,207	23,787	24,382
Total Expenditures	387,820	518,254	573,854	467,620	647,821	647,824	679,635	713,022
Resources - Use								
Surplus (Deficit)	-	-	-	-	-	-	-	-

Fiscal Year 2026-27
Department Detail
Dept. Engineering
No. 1052

DEPARTMENT DETAIL

	Prior FYs		Current		Proposed		Projections	
	2023-24 Actual	2024-25 Actual	2025-26 Budget	2025-26 Actual (Est)	2026-27 Requested	2026-27 Recommended	2027-28 Projected	2028-29 Projected
Funding Sources								
110 GENERAL FUND	145,061	176,454	196,119	145,245	216,027	246,027	254,189	263,817
501 WATER UTILITY M & O FUND	67,014	77,062	81,000	73,799	91,915	114,415	118,211	122,688
601 CLMSD UTILITY M & O FUND	65,702	77,061	81,000	73,800	91,915	114,415	118,211	122,688
Total Resources	277,777	330,577	358,119	292,844	399,857	524,857	542,270	562,810
Department Expenditures								
Salaries and benefits	201,115	235,826	237,243	212,813	266,007	266,007	279,307	293,273
Operations	72,423	94,751	118,576	80,030	131,549	256,549	262,963	269,537
Capital outlay	4,240	-	2,300	-	2,300	2,300	-	-
Total Expenditures	277,777	330,577	358,119	292,844	399,857	524,857	542,270	562,810
Resources - Use								
Surplus (Deficit)	-	-	-	-	-	-	-	-

Fiscal Year 2026-27
Department Detail
Dept. Public Works: Roads & Infrastructure
No. 3020

DEPARTMENT DETAIL

	Prior FYs		Current		Proposed		Projections	
	2023-24 Actual	2024-25 Actual	2025-26 Budget	2025-26 Actual (Est)	2026-27 Requested	2026-27 Recommended	2027-28 Projected	2028-29 Projected
Funding Sources								
110 GENERAL FUND	563,293	570,985	640,815	475,876	636,498	622,902	164,183	170,479
130 GENERAL CAPITAL IMPROVEMENT	3,005	1,145,975	125,000	82,618	-	-	-	-
203 ROADS FUND	467,316	241,851	590,000	483,306	-	1,190,000	313,658	325,685
219 APC BIKE AND PEDESTRIAN 10TH ST	31,903	43,846	-	50	-	-	-	-
232 ATP PLANNING SIDEWALKS	72,169	159,101	-	-	-	-	-	-
402 LAKEPORT BLVD IMPRVMNT FUND	246,371	58,235	77,575	22,621	1,140,000	-	-	-
410 ER STORM DAMAGE PROJECTS	34,466	45,362	1,810,000	49,313	461,964	461,964	121,764	126,432
411 SAFE ROUTES TO SCHOOL FUND	(600)	-	-	-	-	-	-	-
414 STORM DRAINAGE FUND	68,560	18,427	107,087	27,833	107,087	72,000	18,978	19,705
415 CITY WIDE STRIPING-HSIP (SAFETY)	71,036	76,769	-	-	-	-	-	-
501 WATER UTILITY M & O FUND	-	-	-	-	-	-	-	-
601 CLMSD UTILITY M & O FUND	-	-	-	-	-	-	-	-
Total Resources	1,557,519	2,360,551	3,350,477	1,141,617	2,345,549	2,346,866	618,582	642,301
Department Expenditures								
Salaries and benefits	281,300	312,035	316,845	294,732	314,431	314,430	330,152	346,659
Operations	274,386	248,566	282,469	176,923	293,067	281,396	288,431	295,642
Debt service	-	-	-	-	-	-	-	-
Capital outlay	863,295	1,551,642	941,163	620,598	1,276,087	1,289,076	-	-
Total Expenditures	1,557,518	2,360,552	3,350,477	1,141,617	2,345,549	2,346,866	618,582	642,301
Resources - Use								
Surplus (Deficit)	-	-	-	-	-	-	-	-

Fiscal Year 2026-27
Department Detail
Dept. Public Works: Parks, Buildings & Grounds
No. 3030

DEPARTMENT DETAIL

		Prior FYs		Current		Proposed		Projections	
		2023-24 Actual	2024-25 Actual	2025-26 Budget	2025-26 Actual (Est)	2026-27 Requested	2026-27 Recommended	2027-28 Projected	2028-29 Projected
Funding Sources									
110	GENERAL FUND	584,722	467,268	586,272	380,108	540,173	532,260	141,824	146,986
120	GENERAL FUND RESERVE	-	-	-	-	-	-	-	-
130	GENERAL CAPITAL IMPROVEMENT	-	-	-	-	-	-	-	-
140	DEBT SERVICE FUND	-	-	-	-	-	-	-	-
202	PARKLAND DEDICATION FUND	-	-	-	-	-	-	-	-
203	ROADS FUND	-	-	-	-	-	-	-	-
207	PROP 172 PUBLIC SAFETY TAX	-	-	-	-	-	-	-	-
209	LAKEPORT HOUSING PROGRAM FUND	-	-	-	-	-	-	-	-
210	PLHA NAVIGATION CENTER	-	-	-	-	-	-	-	-
211	K-9 FUND	-	-	-	-	-	-	-	-
219	APC BIKE AND PEDESTRIAN 10TH ST	-	-	-	-	-	-	-	-
228	DEPARTMENT BOATING AND WATERWAYS B	-	-	-	-	-	-	-	-
231	CDBG 18-MIT-RIP	-	-	1,274,020	1,131	1,274,020	1,272,889	339,170	351,513
232	ATP PLANNING SIDEWALKS	-	-	-	-	-	-	-	-
233	CDBG GRANT 2018DR	-	-	-	-	-	-	-	-
234	CDBG GRANT 2021	-	-	-	-	-	-	-	-
235	HOME 2016	-	-	-	-	-	-	-	-
236	CDBG GRANT 2020	78,147	439,354	-	-	-	-	-	-
413	LAKESIDE PARK GRANT FUND	2,467,146	-	-	-	-	-	-	-
501	WATER UTILITY M & O FUND	-	-	-	-	-	-	-	-
601	CLMSD UTILITY M & O FUND	-	-	-	-	-	-	-	-
	Total Resources	3,130,015	906,622	1,860,292	381,239	1,814,193	1,805,149	480,994	498,499
Department Expenditures									
Salaries and benefits		131,002	162,616	180,159	159,241	208,779	208,779	219,218	230,179
Operations		1,822,931	203,162	329,110	206,318	265,391	255,391	261,776	268,320
Grants/Loans		78,147	439,354	1,274,020	1,132	1,274,020	1,272,889	-	-
Debt service		-	-	-	-	-	-	-	-
Capital outlay		1,097,935	101,491	77,003	14,548	66,003	68,090	-	-
	Total Expenditures	3,130,015	906,622	1,860,292	381,239	1,814,193	1,805,149	480,994	498,499
Resources - Use					(14,548)				
	Surplus (Deficit)	-	-	-	-	-	-	-	-

Utilities Department

The Lakeport Utilities Department is committed to enhancing the quality of life for the incorporated Lakeport community through the provision of essential services and the maintenance of vital infrastructure.

Department Divisions:

Water: Ensures the safety and quality of drinking water provided to Lakeport's water customers through continuous monitoring and adherence to strict quality standards.

Sewer: Responsible for the safe collection, treatment, and disposal of sewage (wastewater) generated by residential, commercial, and industrial customers within the City of Lakeport. Operates in compliance with state and county health and safety regulations to safeguard public health and the environment.

Underground Utility Construction: Installs and maintains water and sewer systems within the city, including emergency repairs, scheduled maintenance, and the management of water distribution and collection system deficiencies.

Core Operations:

- Water and Sewer Operations & Maintenance
- Regulatory Compliance and Environmental Protection
- Safety Training and Workplace Safety Programs
- Asset Management and Capital Improvement Programs
- Rate Setting and Resiliency Planning
- Staff Development and Training Initiatives

The Utilities Department remains dedicated to its mission of ensuring reliable and sustainable utility services while prioritizing the health, safety, and well-being of the Lakeport community.

	Utilities Accomplishments		Public Safety & Crisis Response	Disaster Resiliency	Good Governance & Fiscal Stability	Capital Infrastructure Improvement	Safe, Sustainable & Attractive Neighborhoods	Economic Development
	Goal	*Progress*						
	Near Term 2025-26							
1.	Completion of projects in accordance with our CIP. These projects include the 2024 water and sewer pipeline project, development of a new well, and sodium hypochlorite conversions at all treatment facilities.	The 2024 pipeline project which consisted of approximately 2 miles of water main 1 mile of sewer main was completed within budget. This was followed by a large scale paving project on Martin St. and Lakeshore upon completion. We are currently under contract with Weeks drilling to drill 3 test holes in April/May. We are also under contract with Piazza Construction to begin work in April for the WWTP sodium hypochlorite converstion project with anticipated completion date in August. City staff continues to work on the sodium hypochlorite conversions at the tank site and the water treatment plant. Some other capital projects in the works are the Green Ranch Rehabiitation and the replacement of monitoring well #4 at CLMSD.	✔	✔	✔	✔	✔	✔
2.	Update Water and Sewer 10 year CIP by incorporating elements contained within the newly updated Master Plans.	After approximately one year of working with our consultant engineers, we were able to complete the updates to both the water and sewer master plans. These plans are designed to project the capital requirements over the next 20 years based on overall condition of all assets, operational improvements related to efficiency and resilience, and future regulatory and environmental requirements.		✔	✔	✔	✔	
3.	Further streamline required maintenance of all utility functions related to water distribution, sewer collection, and treatment facilities. This includes I&I investigation, hydrant maintenance, valve exercising, and overall facility maintenance.	Improvements have been made with establishing effective targets associated with water valve exercising, hydrant maintenance, flushing, sewer infrastructure inspections, and maintenance of generators, vehicles and equipment. Monthly targets have been estabhished and tracked to help maximize the life of the asset as well as help prevent unwanted failures.	✔	✔	✔	✔	✔	✔
4.	Conduct a rate study and implement the 218 process as needed to sustain fiscal stability of enterprise funds.	An RFP is out to consultants to complete a comprehesive cost of service rate study for the water and sewer enterprise funds. Proposals are due back on 3/18 with awards with a target approval from city council at the 4/7 meeting. The first draft report should be ready by July 1st. This will likely support the need for a rate increase to support increased operational costs and capital infrastructure improvements.			✔	✔		
5.	Long range infrastructure improvement plan. **(LT-2)**	Master plan updates were completed for both the water and sewer enterprise funds. This resulted in a 20 year projection of current assets along with an extensive capital improvement plan.		✔	✔	✔		
	Additional Notable Accomplishments							
1.	Established Regional Leadership in Water Coordination	Led formation of the Lake County Water Association and facilitated interagency collaboration to improve emergency response, fire flow planning, and long-term water resiliency.	✔	✔	✔		✔	
2.	Prevented Sanitary Sewer Overflows and Regulatory Violations	Successfully managed high inflow events, equipment failures, and emergency repairs with zero reportable spills, avoiding significant regulatory penalties and environmental impacts.	✔	✔	✔	✔	✔	✔
3.	Strengthened System Resilience, Operational Efficiency, and Fiscal Stability	Enhanced backup power systems, SCADA coordination, and emergency response protocols to ensure uninterrupted service during outages and storm events, while improving real-time system monitoring and operational efficiency. These efforts supported proactive maintenance, reduced emergency repair costs, and extended asset life—helping protect the long-term financial stability of the utility enterprise funds.	✔	✔	✔	✔	✔	✔

4.	Advanced Integration of Pier 1900 Mobilehome Park into City Water System	Provided extensive technical assistance to the Pier 1900 Homeowners Association to transition from a failing private well system to reliable municipal water service. Over the past year, staff supported system design, attended HOA meetings, and helped identify cost-effective connection solutions, resulting in successful integration with the City's fire hydrant network and ongoing efforts to complete domestic water service connections. This work improves water quality reliability, enhances fire protection, and supports long-term public health and infrastructure sustainability for a vulnerable residential community.	✔	✔	✔	✔	✔	

Utilities Goals	Public Safety & Crisis Response	Disaster Resiliency	Good Governance & Fiscal Stability	Capital Infrastructure Improvement	Safe, Sustainable & Attractive Neighborhoods	Economic Development
Near Term 2026-2027						
1. Completion of projects in accordance with our CIP. These projects include the development of a new well, and sodium hypochlorite conversions at all treatment facilities.	✔	✔	✔	✔	✔	✔
2. Update Water and Sewer 10 year CIP by incorporating elements contained within the newly updated Master Plans.		✔	✔	✔	✔	
3. Further streamline required maintenance of all utility functions related to water distribution, sewer collection, and treatment facilities. This includes I&I investigation, hydrant maintenance, valve exercising, and overall facility maintenance.	✔	✔	✔	✔	✔	
4. Continue with I&I investigation and mitigation efforts in the collection system. This includes main line, lateral and manhole inspections utilizing CCTV. Smoke testing will also continue to assist with detection of illegal connections that contributes to direct stormwater intrusion.			✔	✔		
Intermediate-Term Goals 2-4 years						
1. Update all chapters of Title 13 in the Municipal Code			✔			
2. Continue to pursue grant funding opportunities related to utility infrastructure improvements.			✔	✔		
3. Continue to pursue grant funding opportunities associated with recycled water disposal options at CLMSD.		✔	✔	✔		
Long-Term Goals 5+ years						
1. Resiliency planning for long term sustainability.	✔	✔	✔			
2. Long range infrastructure improvement plan.		✔	✔	✔		

Fiscal Year 2026-27
Department Detail
Dept. Public Works: Water O&M
No. 3060

DEPARTMENT DETAIL

	Prior FYs		Current		Proposed		Projections	
	2023-24 Actual	2024-25 Actual	2025-26 Budget	2025-26 Actual (Est)	2026-27 Requested	2026-27 Recommended	2027-28 Projected	2028-29 Projected
Funding Sources								
501 WATER UTILITY M & O FUND	1,974,268	2,231,432	2,512,307	2,036,046	1,870,997	1,810,640	1,305,705	1,355,780
502 WATER EXPANSION FUND	9,132	8,915	1,270,000	67,817	250,000	460,000	331,719	344,441
Total Resources	1,983,616	2,240,347	3,782,307	2,103,863	2,120,997	2,270,640	1,637,425	1,700,221
Department Expenditures								
Salaries and benefits	625,356	675,650	710,463	604,807	867,442	832,771	874,410	918,130
Operations	532,837	617,731	690,703	335,649	779,555	744,405	763,015	782,091
Grants/Loans	-	-	-	-	-	-	-	-
Debt service	-	-	-	-	-	-	-	-
Capital outlay	825,423	946,966	2,381,141	1,163,407	474,000	693,464	-	-
Total Expenditures	1,983,616	2,240,347	3,782,307	2,103,863	2,120,997	2,270,640	1,637,425	1,700,221
Resources - Use								
Surplus (Deficit)	-	-	-	-	-	-	-	-

Fiscal Year 2026-27
Department Detail
Dept. Public Works: Sewer O&M
No. 3070

DEPARTMENT DETAIL

	Prior FYs		Current		Proposed		Projections	
	2023-24 Actual	2024-25 Actual	2025-26 Budget	2025-26 Actual (Est)	2026-27 Requested	2026-27 Recommended	2027-28 Projected	2028-29 Projected
Funding Sources								
601 CLMSD UTILITY M & O FUND	2,705,128	2,274,162	3,079,642	2,273,760	2,716,894	2,430,587	1,583,676	1,638,944
602 CLMSD EXPANSION FUND	5,874	(116,139)	1,020,000	48,796	985,000	965,000	628,757	650,699
Total Resources	2,711,319	2,158,023	4,099,642	2,322,556	3,701,894	3,395,587	2,212,433	2,289,643
Department Expenditures								
Salaries and benefits	724,882	670,526	711,963	604,874	868,942	834,271	875,985	919,784
Operations	988,117	1,264,279	1,272,144	756,945	1,410,452	1,303,852	1,336,448	1,369,860
Capital outlay	998,320	223,218	2,115,535	960,738	1,422,500	1,257,464	-	-
Total Expenditures	2,711,319	2,158,023	4,099,642	2,322,556	3,701,894	3,395,587	2,212,433	2,289,643
Resources - Use								
Surplus (Deficit)	-	-	-	-	-	-	-	-