



AGENDA

REGULAR MEETING OF THE LAKEPORT CITY COUNCIL

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

Tuesday, July 7, 2020 6:00 p.m.

Location: See Teleconferencing Instructions Below

PUBLIC ADVISORY: THE CITY COUNCIL CHAMBERS WILL NOT BE OPEN TO THE PUBLIC

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, the regular meeting of the City Council for **July 7, 2020** will be conducted telephonically through Go to Webinar. Please be advised that pursuant to the Executive Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, the Council Chambers will not be open for the meeting. Council Members will be participating telephonically and will not be physically present in the Council Chambers.

If you would like to speak on an agenda item, you can access the meeting remotely:

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

Please use this web link: <https://attendee.gotowebinar.com/rt/4934289734610796044>

Or join by phone*:

If you prefer to use your phone, you must select "Use Telephone" after joining the webinar and call in using the numbers below.

United States (Toll-free): + 1 877 309 2071

United States: +1 (951) 384-3421

Access Code: 879-799-541

Audio PIN: Shown after joining the webinar

*Please note that if you phone in without using the web link, you will be in "listen mode" only, and will not be able to participate or comment.

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, July 7, 2020.**

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.

The City of Lakeport thanks you in advance for taking all precautions to prevent spreading the COVID-19 virus.



AGENDA

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

Tuesday, July 7, 2020

5:30 p.m.

1. Conference with Labor Negotiator (Gov. Code § 54957.6)
Name of Agency Negotiators: Mayor Spurr and Councilmember Mattina
Unrepresented Employee: City Manager

6:00 p.m.

CLOSED SESSION:

CALL TO ORDER & ROLL CALL:

II. 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.

III. 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 <i>Government Code</i> Section 36934. |
| B. | Minutes: | Approve minutes of the City Council regular meeting of June 16, 2020. |
| C. | Renew Emergency Resolution:
Mendocino Complex Fire | Confirm the continuing existence of a local emergency for the Mendocino Complex Fire. |
| D. | Renew Emergency Resolution:
February 2019 Storms | Confirm the continuing existence of a local emergency for the February 2019 Storms. |
| E. | Renew Emergency Resolution:
PG&E Public Safety Power Shutoffs
(PSPS) | Confirm the continuing existence of a local emergency for the October 2019 PSPS. |
| F. | Renew Emergency Resolution:
COVID-19 | Confirm the continuing existence of a local emergency for the COVID-19 Public Health Emergency. |
| G. | Ordinance Introduction: Safety
Assessment Placard Ordinance | Introduce the proposed ordinance to the Lakeport Municipal Code and schedule a public hearing for August 4, 2020. |
| H. | Electronic Signature Policy: | Adopt the resolution approving and adopting a policy authorizing the use and acceptance of electronic signatures (e-signatures) on City documents. |
| I. | City Manager Contract: | Approve the Retirement Incentive Agreement Between the City of Lakeport and Margaret Silveira. |

IV. 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. Persons wishing to address the City Council are required to complete a Citizen's Input form and submit it to the City Clerk prior to the meeting being called to order. While not required, please state your name and address for the record. NOTE: 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.

V. PUBLIC HEARINGS:

- A. Housing Element: Hold a public hearing and adopt the proposed Resolution to Adopt the Housing Element Update of the General Plan and finding this action exempt from CEQA.
- B. Hazardous Weeds: Hold a protest hearing in accordance with Lakeport Municipal Code Section 8.28.030 allowing recipients of a notice to abate dry vegetation creating fire hazard conditions on private property to express objections and be provided with due consideration as to why their property should not be abated.

VI. COUNCIL BUSINESS:

- A. City Manager
1. Westside Park Road: Approve a resolution directing staff to begin the application process to change Westside Park Road to Charlie's Way.
 2. City Manager Contract: Approve the Agreement for Services Between the City of Lakeport and Kevin M. Ingram.
- B. Finance Director
1. Delinquent Utility Bills: 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 and sewer user charges, fees, and penalties are applicable and the amount of the delinquent water and sewer user charge, fee, and penalty for each such parcel the period of June 1, 2019 through May 31, 2020.
 2. Solid Waste Contract: Approve and authorize the City Manager to sign the amendment to the franchise agreement with Lakeport Disposal, Inc.
- C. Administrative Services Director:
1. Community Center: Adopt a resolution officially naming the building donated by the Bank of America, located at 500 N. Main Street.
- D. Public Works Director:
1. Bid Award: Award a construction contract to Team Ghilotti, Inc. for the Second Street Sidewalk Improvement Project.

VII. CITY COUNCIL COMMUNICATIONS:

- A. Miscellaneous Reports, if any:

VIII. ADJOURNMENT:

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

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

Hilary Britton, Deputy City Clerk

MINUTES

REGULAR MEETING OF THE LAKEPORT CITY COUNCIL

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

Tuesday, June 16, 2020

CLOSED SESSION:

Mayor Spurr called the meeting to order at 5:30 p.m. with Council Members Turner, Mattina and Spurr present. Council Members Barnes and Parlet arrived at the Closed Session at 5:34 p.m.

Council Member Mattina announced that she will recuse herself for Item 1, as she represents the City Manager as a realtor.

Mayor Spurr adjourned the meeting to closed session at 5:31 p.m. to discuss the following:

1. Conference with Labor Negotiator (Gov. Code § 54957.6)
Name of Agency Negotiators: Councilmembers Turner and Barnes
Unrepresented Employee: City Manager
2. Conference with Labor Negotiator (Gov. Code § 54957.6)
Name of Agency Negotiators: Mayor Spurr and Councilmember Mattina
Unrepresented Employee: City Manager

CALL TO ORDER & ROLL CALL:

Mayor Spurr called the open session to order at 6:15 p.m., with Council Members Barnes, Mattina, Parlet, Turner, and Mayor Spurr present.

A motion was made by Council Member Turner, seconded by Council Member Mattina, and passed 5-0-0 by the following roll call vote: Barnes – aye; Mattina – aye; Parlet – aye; Turner – aye; Spurr – aye, to accept the agenda as posted.

II. ACCEPTANCE OF AGENDA/ URGENCY ITEMS:

III. 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 <i>Government Code</i> Section 36934. |
| B. | Minutes: | Approve minutes of the City Council regular meeting of June 2, 2020, and the special meeting of June 9, 2020. |
| C. | Renew Emergency Resolution:
Mendocino Complex Fire | Confirm the continuing existence of a local emergency for the Mendocino Complex Fire. |
| D. | Renew Emergency Resolution:
February 2019 Storms | Confirm the continuing existence of a local emergency for the February 2019 Storms. |
| E. | Renew Emergency Resolution:
PG&E Public Safety Power Shutoffs
(PSPS) | Confirm the continuing existence of a local emergency for the October 2019 PSPS. |
| F. | Renew Emergency Resolution:
COVID-19 | Confirm the continuing existence of a local emergency for the COVID-19 Public Health Emergency. |
| G. | Warrants: | Approve the warrant register of June 9, 2020. |
| H. | Notice of Completion: | Adopt the resolution accepting construction of the Library Park Seawall Replacement Project by West Coast Contractors, Inc. and authorize the filing of the Notice of Completion. |

- I. Professional Services Agreement: Approve and authorize the City Manager to execute the professional services agreement with Polestar Computers for the provision of IT support services
 - J. Professional Services Agreement: Approve and authorize the City Manager to execute the professional services agreement with NHA Advisors LLC.
 - K. Professional Services Agreement: Approve and authorize the City Manager to execute the professional services agreement with PCT.
 - L. Bid Rejection: Reject all bids for the 2020 Sewer Main Replacement Project because doing so best serves the interests of the City.
 - M. Ordinance Introduction: Safety Assessment Placard Ordinance Introduce the proposed ordinance to the Lakeport Municipal Code and schedule a public hearing for July 14, 2020
 - N. Unrepresented Employees: Adopt a resolution approving the Compensation and Benefits Program for the City of Lakeport Unrepresented Employees for the period of July 1, 2020 through June 30, 2021.
- Vote on Consent Agenda: Prior to taking action on the Consent Agenda, City Attorney Ruderman read the following disclaimer:

“Before we move on to taking action on the consent calendar, the City Council must orally report a summary of any Council action on salaries, salary schedules, or fringe benefits for any executive Managers. Accordingly, before the City Council this evening, as part of agenda item III.N is a recommendation to approve a salary and benefit package for the unrepresented management employees. The unrepresented management employees consist of at-will management employees and mid-management employees. The benefit package before the City Council includes no salary increase and is otherwise status quo from the prior contract.”

A motion was made by Council Member Parlet, seconded by Council Member Barnes , and passed 5-0-0 by the following roll call vote: Barnes – aye; Mattina – aye; Parlet – aye; Turner – aye; Spurr – aye, to accept the consent agenda, items A-N.

IV. **PUBLIC PRESENTATIONS/REQUESTS:**

- A. Public Input: There was public comment received via chat. Michael Green had a question regarding City utilizing code enforcement for Covid-19 compliance for City businesses, and requested that staff research and bring this issue back at a future meeting.
- B. Proclamation: Mayor Spurr presented a proclamation honoring Chief Building Official Tom Carlton on his retirement from the City after 20 years of dedicated service to the community.

V. **COUNCIL BUSINESS:**

- A. Police Chief
 - 1. Police Operations Update: Police Chief Rasmussen presented a report regarding Police Department policies and procedures being provided in light of current national events. Michael Green asked about current legislative policing reforms.
- B. Assistant City Manager
 - 1. Hazardous Weed Abatement: The staff report was presented by Assistant City Manager Ingram. Michael Green asked about constitutional objections regarding code enforcement of nuisance weeds. A motion was made by Council Member Turner, seconded by Council Member Mattina, and passed 5-0-0 by the following roll call vote: Barnes – aye; Mattina – aye; Parlet – aye; Turner – aye; Spurr – aye, to approve the proposed resolution declaring dry weeds, brush and similar vegetation creating a fire hazard upon lands throughout the City to constitute a public nuisance and direct staff to utilize the Administrative Citation procedures outlined in Chapter 8.30 of the Lakeport Municipal Code to abate said public nuisance weeds.

2. Lakefront Park Design Project: The staff report was presented by Assistant City Manager Ingram. Council Member Mattina recused herself from this item as she owns property within 1000 feet of the property at 800 North Main Street. A motion was made by Council Member Parlet, seconded by Council Member Turner, and passed 4-0-1 by the following roll call vote: Barnes – aye; Mattina – abstained; Parlet – aye; Turner – aye; Spurr – aye, to approve and authorize the City Manager to execute a professional services agreement with SSA for the planning, design, engineering and project management of the Lakefront Park project.
3. Local Early Action Planning (LEAP) Grant: The staff report was presented by Assistant City Manager Ingram. A motion was made by Council Member Mattina, seconded by Council Member Parlet, and passed 5-0-0 by the following roll call vote: Barnes – aye; Mattina – aye; Parlet – aye; Turner – aye; Spurr – aye, to adopt the proposed Resolution and authorize the City Manager to submit the LEAP grant application to HCD.

C. Administrative Services Director

1. Community Center The staff report was presented by Administrative Services Director Buendia. Council Member Mattina suggested that the Community Center be named after City Manager Silveira, and requested that this be brought at a future meeting. The Mayor requested staff to bring the issue of the name of the Center back at a future meeting. Council Member Mattina requested clarification on the issue of trash removal after events. Michael Green supported naming the Community Center the Silveira Center. A motion was made by Council Member Turner, seconded by Council Member Parlet, and passed 5-0-0 by the following roll call vote: Barnes – aye; Mattina – aye; Parlet – aye; Turner – aye; Spurr – aye, to authorize the City Manager to develop, maintain, and revise a Lakeport Community Center Facility Rental Policy and adopt a Resolution approving use and rental fees for the Lakeport Community Center.
2. Classification and Salary Schedule Updates: The staff report was presented by Administrative Services Director Buendia.
1. A motion was made by Council Member Turner, seconded by Council Member Mattina, and passed 5-0-0 by the following roll call vote: Barnes – aye; Mattina – aye; Parlet – aye; Turner – aye; Spurr – aye, to approve a Public Works Superintendent I-II classification at salary range E-2 for the Superintendent I and salary range E3 for Superintendent II.
 2. A motion was made by Council Member Turner, seconded by Council Member Barnes, and passed 5-0-0 by the following roll call vote: Barnes – aye; Mattina – aye; Parlet – aye; Turner – aye; Spurr – aye, to approve a Building Inspector classification at salary range 42.
 3. A motion was made by Council Member Turner, seconded by Council Member Parlet, and passed 5-0-0 by the following roll call vote: Barnes – aye; Mattina – aye; Parlet – aye; Turner – aye; Spurr – aye, to approve a Resolution rescinding Resolution 2739 (2020) and revising the Master Pay Schedule in conformance with California Code of Regulations, Title 2, Section 570.5.

VI. **CITY COUNCIL COMMUNICATIONS:**

- A. Miscellaneous Reports, if any: Council Member Barnes had no report. Council Member Parlet reached out to the President of the Lake County NAACP, who advised that they are very supportive of Chief Rasmussen’s policing plan. Council Member Mattina had no report.

Council Member Turner is attending the National League of Cities symposium this week.

Mayor Spurr complimented Police Chief Rasmussen’s update and thanked Chief Building Official Tom Carlton for his service.

Finance Director Walker had no report.

Police Chief Rasmussen had no report.

Public Works Director Grider advised that staff is working on deferred maintenance projects.

Administrative Services Director reminded Council that open enrollment closes Friday. She advised that the PelletB testing will be taking place in the Community Center this week.

Assistant City Manager Ingram had no report.

Margaret thanked Council for their support, and also thanked Chief Building Official Carlton for his service.

Mayor Spurr adjourned the meeting at 7:33 p.m.

VII. ADJOURNMENT:

George Spurr, Mayor

Attest:

Kelly Buendia, City Clerk



CITY OF LAKEPORT

- City Council
- City of Lakeport Municipal Sewer District
- Lakeport Redevelopment Successor Agency
- Lakeport Industrial Development Authority
- Municipal Financing Agency of Lakeport

STAFF REPORT	
RE: Continuation of Local Emergency Declaration – Mendocino Complex Fires	MEETING DATE: 07/07/2020
SUBMITTED BY: Margaret Silveira, City Manager	
PURPOSE OF REPORT: <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to review the need to continue the proclamation declaring a Local State of Emergency due to conditions of extreme peril as a result of the River Fire, re-named along with the Ranch Fire, the Mendocino Complex fire and provide direction.

BACKGROUND/DISCUSSION:

On July 28, 2018, the Director of Emergency Services for the City of Lakeport declared a local State of Emergency in connection with the conditions of extreme peril to the safety of persons and property within the city as a result of the River Fire, re-named the Mendocino Complex fire in combination with the Ranch Fire. In accordance with the Emergency Services Act Section 8630(b) and Lakeport Municipal Code section 2.28.130, the City Council ratified the declared emergency on July 30, 2018 under Resolution 2679 (2018). Under Lakeport Municipal Code section 2.28.150, the City Council shall review, at least every 14 days, the need for continuing the emergency declaration until the local emergency is terminated.

The City Council, at a Special Meeting on August 13, 2018, continued the emergency declaration via Resolution 2680 (2018). The City Council subsequently continued the emergency declaration on August 21, 2018, September 18, 2018, October 2, 2018, October 16, 2018, November 6, 2018, November 20, 2018, December 4, 2018, December 18, 2018, January 15, 2019, February 5, 2019, February 19, 2019, March 5, 2019, March 19, 2019, April 2, 2019, April 16, 2019, May 7, 2019, May 21, 2019, June 4, 2019, June 18, 2019, July 16, 2019, August 6, 2019, September 3, 2019, September 17, 2019, October 1, 2019, October 22, 2019, November 5, 2019, November 19, 2019, December 3, 2019, December 17, 2019, January 7, 2020, January 21, 2020, February 4, 2020, February 18, 2020, March 3, 2020, March 17, 2020, April 7, 2020, April 21, 2020, May 5, 2020, May 19, 2020, June 2, 2020, and June 16, 2020. Since a need still exists for the declaration, Council is asked to review and continue the declaration. Should the need continue, staff will return this item at the next regularly scheduled City Council meeting.

OPTIONS:

Approve the need for the continuation of the proclamation declaring a Local State of Emergency due to Mendocino Complex fire; or proclaim the termination of the Local State of Emergency

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:

SUGGESTED MOTIONS: Move to confirm the continuing existence of a local emergency in the City of Lakeport.

- Attachments:** 1. Resolution No. 2679 (2018)

RESOLUTION NO. 2679 (2018)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEPORT RATIFYING THE DIRECTOR OF EMERGENCY SERVICES' PROCLAMATION OF A LOCAL EMERGENCY IN THE CITY OF LAKEPORT

WHEREAS, Chapter 2.28 of the Lakeport Municipal Code, adopted as Ordinance Number 832 of the City of Lakeport empowers the Director of Emergency Services to proclaim the existence or threatened existence of a local emergency when the City of Lakeport is affected or likely to be affected by a public calamity and the City Council is not in session, subject to ratification by the City Council within seven (7) days; and

WHEREAS, conditions of extreme peril to the safety of persons and property have arisen within this City as a result of a fire commencing on or about 1:01 p.m. on the 27th day of ~~June~~July, 2018, called the River Fire and later re-named the Mendocino Complex along with the Ranch Fire, which commenced on or about 12:05 p.m. on the 27th day of July, 2018, at which time the City Council of the City of Lakeport was not in session; and

WHEREAS, the City Manager, acting as the Director of Emergency Services of the City of Lakeport, did proclaim the existence of a local emergency within the City on the 28th day of July, 2018; and

WHEREAS, the Governor of the State of California proclaimed a state of emergency in the Lake County as a result of the Mendocino Complex on the 28th day of July, 2018; and

WHEREAS, the City Council does hereby find that aforesaid conditions of extreme peril did warrant and necessitate the proclamation of existence of a local emergency.

NOW, THEREFORE, IT IS HEREBY RESOLVED AND ORDERED that the City Council hereby proclaims a local emergency due to the existence or threatened existence of conditions of disaster or of extreme peril to the safety of persons and property within the City of Lakeport; and

IT IS FURTHER RESOLVED AND ORDERED that the Director of Emergency Services' Proclamation of Existence of a Local Emergency is hereby ratified and confirmed; and

IT IS FURTHER RESOLVED AND ORDERED that the local emergency shall be deemed to continue to exist until its termination is proclaimed by the City Council of the City of Lakeport; and

IT IS FURTHER RESOLVED AND ORDERED that during the existence of this local emergency the powers, functions and duties of the Disaster Council of the City of Lakeport and its Director of Emergency Services shall be those prescribed by state law, and by the ordinances and resolutions of this City; and

IT IS FURTHER ORDERED that a copy of this Resolution be forwarded to the State Director of the Office of Emergency Services; and

IT IS FURTHER ORDERED that Margaret Silveira, Director of Emergency Services of the City of Lakeport, is hereby designated as the authorized representative of the City of Lakeport for the purpose of receipt, processing, and coordination of all inquiries and requirements necessary to obtain available State and Federal assistance.

This resolution shall be effective upon its adoption.

THIS RESOLUTION was passed by the City Council of the City of Lakeport at a special meeting thereof on the 30th day of July, 2018, by the following vote:

AYES:

NOES:

ABSTAINING:

ABSENT:



MIREYA G. TURNER, Mayor

ATTEST:



KELLY BUENDIA, City Clerk



CITY OF LAKEPORT

- City Council
- City of Lakeport Municipal Sewer District
- Lakeport Redevelopment Successor Agency
- Lakeport Industrial Development Authority
- Municipal Financing Agency of Lakeport

STAFF REPORT	
RE: Continuation of Local Emergency Declaration – February Storms	MEETING DATE: 07/07/2020
SUBMITTED BY: Margaret Silveira, City Manager	
PURPOSE OF REPORT: <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to review the need to continue the proclamation declaring a Local State of Emergency due to conditions of extreme peril as a result of the February 2019 Storms and provide direction.

BACKGROUND/DISCUSSION:

On February 28, 2019, the Director of Emergency Services for the City of Lakeport declared a local State of Emergency in connection with the conditions of extreme peril to the safety of persons and property within the city as a result of the February 2019 storms. In accordance with the Emergency Services Act Section 8630(b) and Lakeport Municipal Code section 2.28.130, the City Council ratified the declared emergency on March 5, 2019, March 19, 2019, April 2, 2019, April 16, 2019, May 7, 2019, May 21, 2019, June 4, 2019, June 18, 2019, July 16, 2019, August 6, 2019, September 3, September 17, 2019, October 1, 2019, October 22, 2019, November 5, 2019, November 19, 2019, December 3, 2019, December 17, 2019, January 7, 2020, January 21, 2020, February 4, 2020, February 18, 2020, March 3, 2020, March 17, 2020, April 7, 2020, and April 21, 2020, May 5, 2020, May 19, 2020, June 2, 2020, and June 16, 2020, under Resolution 2704 (2019). Under Lakeport Municipal Code section 2.28.150, the City Council shall review, at least every 14 days, the need for continuing the emergency declaration until the local emergency is terminated.

Since a need still exists for the declaration, Council is asked to review and continue the declaration. Should the need continue, staff will return this item at the next regularly scheduled City Council meeting.

OPTIONS:

Approve the need for the continuation of the proclamation declaring a Local State of Emergency due to the February 2019 storms; or proclaim the termination of the Local State of Emergency

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:

SUGGESTED MOTIONS: Move to confirm the continuing existence of a local emergency in the City of Lakeport.

Attachments: 1. Resolution No. 2704 (2019)

RESOLUTION NO. 2704 (2019)

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAKEPORT CONFIRMING EXISTENCE OF A LOCAL EMERGENCY**

WHEREAS, Chapter 2.28 of the Lakeport Municipal Code, adopted as Ordinance Number 832 of the City of Lakeport empowers the Director of Emergency Services to proclaim the existence or threatened existence of a local emergency when the City of Lakeport is affected or likely to be affected by a public calamity and the City Council is not in session, subject to ratification by the City Council within seven (7) days; and

WHEREAS, conditions of extreme peril to the safety of persons and property have arisen within this City as a result of rain storms, wind, and flooding commencing on or about February 26, 2019, at which time the City Council of the City of Lakeport was not in session; and

WHEREAS, the City Council does hereby find that aforesaid conditions of extreme peril did warrant and necessitate the proclamation of existence of a local emergency; and

WHEREAS, the Director of Emergency Services of the City of Lakeport did proclaim the existence of a local emergency within the City on the 28th day of February, 2019; and

WHEREAS, the Governor of the State of California proclaimed a state of emergency in Lake County due to atmospheric river storm systems, which caused widespread damage and flooding; and

WHEREAS, the City Council does hereby find that aforesaid conditions of extreme peril did warrant and necessitate the proclamation of existence of a local emergency.

NOW, THEREFORE, IT IS HEREBY RESOLVED AND ORDERED that the City Council hereby proclaims a local emergency due to the existence or threatened existence of conditions of disaster or of extreme peril to the safety of persons and property within the City of Lakeport; and

IT IS FURTHER RESOLVED AND ORDERED that the Director of Emergency Services' Proclamation of Existence of a Local Emergency is hereby ratified and confirmed; and

IT IS FURTHER RESOLVED AND ORDERED that the local emergency shall be deemed to continue to exist until its termination is proclaimed by the City Council of the City of Lakeport; and

IT IS FURTHER RESOLVED AND ORDERED that during the existence of this local emergency the powers, functions and duties of the Disaster Council of the City of Lakeport and its Director of Emergency Services shall be those prescribed by state law, and by the ordinances and resolutions of this City; and

IT IS FURTHER ORDERED that a copy of this Resolution be forwarded to the State Director of the Office of Emergency Services; and

IT IS FURTHER ORDERED that Margaret Silveira, Director of Emergency Services of the City of Lakeport, is hereby designated as the authorized representative of the City of Lakeport for the purpose of receipt, processing, and coordination of all inquiries and requirements necessary to obtain available State and Federal assistance.

This resolution shall be effective upon its adoption.

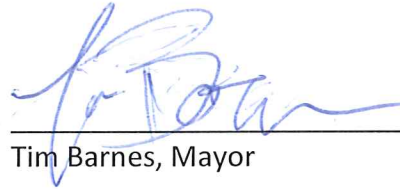
THIS RESOLUTION was passed by the City Council of the City of Lakeport at a regular meeting thereof on the 5th day of March, 2019, by the following vote:

AYES: Mayor Barnes, Council Members Mattina, Parlet, Spurr and Turner

NOES: None

ABSTAINING: None

ABSENT: None



Tim Barnes, Mayor

ATTEST:



Kelly Buendia, City Clerk



CITY OF LAKEPORT

- City Council
- City of Lakeport Municipal Sewer District
- Lakeport Redevelopment Successor Agency
- Lakeport Industrial Development Authority
- Municipal Financing Agency of Lakeport

STAFF REPORT	
RE: Continuation of Local Emergency Declaration – Public Safety Power Shutoff (PSPS)	MEETING DATE: 07/07/2020
SUBMITTED BY: Margaret Silveira, City Manager	
PURPOSE OF REPORT: <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to review the need to continue the proclamation declaring a Local State of Emergency due to electrical outages as a result of extreme fire weather conditions commencing on or about 6:00 p.m. on the 26th day of October 2019, called the Public Safety Power Shutoff (PSPS) of October 2019

BACKGROUND/DISCUSSION:

On October 26, 2019, the Director of Emergency Services for the City of Lakeport declared a local State of Emergency in connection with the conditions of extreme peril to the safety of persons and property within the city as a result of the October 2019 Public Safety Power Shutoffs (PSPS). In accordance with the Emergency Services Act Section 8630(b) and Lakeport Municipal Code section 2.28.130, the City Council ratified the declared emergency on October 31, 2019, under Resolution 2734 (2019). Under Lakeport Municipal Code section 2.28.150, the City Council shall review, at least every 14 days, the need for continuing the emergency declaration until the local emergency is terminated.

The City Council, at an emergency meeting on October 31, 2019, ratified the emergency declaration via Resolution 2734 (2019). The City Council subsequently continued the emergency declaration on November 5, 2019, November 19, 2019, December 3, 2019, December 17, 2019, January 7, 2020, January 21, 2020, February 4, 2020, February 18, 2020, March 3, 2020, March 17, 2020, April 7, 2020, April 21, 2020, May 5, 2020, May 19, 2020, June 2, 2020, and June 16, 2020.

Since a need still exists for the declaration, Council is asked to review and continue the declaration. Should the need continue, staff will return this item at the next regularly scheduled City Council meeting.

OPTIONS:

Approve the need for the continuation of the proclamation declaring a Local State of Emergency due to the October Public Safety Power Shutoff; or proclaim the termination of the Local State of Emergency.

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:

SUGGESTED MOTIONS: Move to confirm the continuing existence of a local emergency in the City of Lakeport.

- Attachments:**
1. Resolution No. 2734 (2019)
 2. Emergency Proclamation

RESOLUTION NO. 2734 (2019)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEPORT RATIFYING THE DIRECTOR OF EMERGENCY SERVICES' PROCLAMATION OF A LOCAL EMERGENCY IN THE CITY OF LAKEPORT

WHEREAS, Chapter 2.28 of the Lakeport Municipal Code, adopted as Ordinance Number 832 of the City of Lakeport empowers the Director of Emergency Services to proclaim the existence or threatened existence of a local emergency when the City of Lakeport is affected or likely to be affected by a public calamity and the City Council is not in session, subject to ratification by the City Council within seven (7) days; and

WHEREAS, conditions of extreme peril to the safety of persons and property have arisen within this City as caused by electrical outages as a result of extreme fire weather conditions commencing on or about 6:00 p.m. on the 26th day of October 2019, called the Public Safety Power Shutoff (PSPS) of October 2019, at which time the City Council of the City of Lakeport was not in session; and

WHEREAS, the City Manager, acting as the Director of Emergency Services of the City of Lakeport, did proclaim the existence of a local emergency within the City on the 26th day of October, 2019; and

WHEREAS, the Governor of the State of California proclaimed a state of emergency due to the extreme fire weather conditions on the 27th day of October, 2019; and

WHEREAS, the City Council does hereby find that aforesaid conditions of extreme peril did warrant and necessitate the proclamation of existence of a local emergency.

NOW, THEREFORE, IT IS HEREBY RESOLVED AND ORDERED that the City Council hereby proclaims a local emergency due to the existence or threatened existence of conditions of disaster or of extreme peril to the safety of persons and property within the City of Lakeport; and

IT IS FURTHER RESOLVED AND ORDERED that the Director of Emergency Services' Proclamation of Existence of a Local Emergency is hereby ratified and confirmed; and

IT IS FURTHER RESOLVED AND ORDERED that the local emergency shall be deemed to continue to exist until its termination is proclaimed by the City Council of the City of Lakeport; and

IT IS FURTHER RESOLVED AND ORDERED that during the existence of this local emergency the powers, functions and duties of the Disaster Council of the City of Lakeport and its Director of Emergency Services shall be those prescribed by state law, and by the ordinances and resolutions of this City; and

IT IS FURTHER ORDERED that a copy of this Resolution be forwarded to the State Director of the Office of Emergency Services; and

IT IS FURTHER ORDERED that Margaret Silveira, Director of Emergency Services of the City of Lakeport, is hereby designated as the authorized representative of the City of Lakeport for the purpose of receipt, processing, and coordination of all inquiries and requirements necessary to obtain available State and Federal assistance.

This resolution shall be effective upon its adoption.

THIS RESOLUTION was passed by the City Council of the City of Lakeport at a special meeting thereof on the 31st day of October, 2019, by the following vote:

AYES: Mayor Barnes, Council Members Mattina, Spurr and Turner

NOES: None

ABSTAINING: None

ABSENT: Council Member Parlet



TIMOTHY BARNES, Mayor

ATTEST:



KELLY BUENDIA, City Clerk

PROCLAMATION OF THE EXISTENCE OF A LOCAL EMERGENCY

WHEREAS, section 2.28.130 of the Lakeport Municipal Code empowers the Director of Emergency Services to proclaim the existence or threatened existence of a local emergency when the City is affected or likely to be affected by a public calamity and the City Council is not in session; and

WHEREAS, the City Manager, as Director of Emergency Services of the City of Lakeport, does hereby find that:

1. Conditions of extreme peril to the safety of persons and property have arisen within the City of Lakeport, caused by electrical outages as a result of extreme fire weather conditions commencing on or about 6:00 p.m. on the 26th day of October, 2019, called the Public Safety Power Shutoff (PSPS) of October 2019; and

2. That the City Council of the City of Lakeport is not in session and cannot immediately be called into session.

NOW, THEREFORE, IT IS HEREBY PROCLAIMED, that a local emergency now exists throughout the City; and

IT FURTHER PROCLAIMED AND ORDERED that during the existence of this local emergency the powers, functions, and duties of the emergency organization of this City shall be those prescribed by state law, ordinances, and resolutions of this City, and by the City of Lakeport Emergency Plan.

10/26/19

Date and Time

Margaret Silveira
Director of Emergency Services



CITY OF LAKEPORT

- City Council
- City of Lakeport Municipal Sewer District
- Lakeport Redevelopment Successor Agency
- Lakeport Industrial Development Authority
- Municipal Financing Agency of Lakeport

STAFF REPORT	
RE: Continuation of Local Emergency Declaration – COVID-19	MEETING DATE: 07/07/2020
SUBMITTED BY: Margaret Silveira, City Manager	
PURPOSE OF REPORT: <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to review the need to continue the proclamation declaring a Local State of Emergency due to the State of Emergency declared by Governor Newsome on March 4, 2020, and the Public Health Emergency declared by the Lake County Health Officer on March 9, 2020 as a result of the COVID-19 virus pandemic.

BACKGROUND/DISCUSSION:

On March 11, 2020, the Director of Emergency Services for the City of Lakeport declared a local State of Emergency in connection with the conditions of extreme peril to the safety of persons and property within the city as a result of the State of Emergency due to the threat of COVID-19 as declared by the Governor of the State of California on March 4, 2020; and the Local Public Health Emergency due to the threat of COVID-19 as declared by the Lake County Public Health Officer on March 9, 2020, in accordance with the Emergency Services Act Section 8630(b) and Lakeport Municipal Code section 4734 (2020). Under Lakeport Municipal Code section 2.28.150, the City Council shall review, at least every 14 days, the need for continuing the emergency declaration until the local emergency is terminated.

The City Council, at a special meeting on March 17, 2020, ratified the emergency declaration via Resolution 2747 (2020). The City Council subsequently continued the emergency declaration on April 7, 2020, April 21, 2020, May 5, 2020, May 19, 2020, June 2, 2020, and June 16, 2020.

Since a need still exists for the declaration, Council is asked to review and continue the declaration. Should the need continue, staff will return this item at the next regularly scheduled City Council meeting.

OPTIONS:

Approve the need for the continuation of the proclamation declaring a Local State of Emergency due to the COVID-19 virus pandemic; or proclaim the termination of the Local State of Emergency.

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:

SUGGESTED MOTIONS: Move to confirm the continuing existence of a local emergency in the City of Lakeport due to COVID-19

- Attachments:**
1. Resolution No. 2747 (2020)
 2. Emergency Proclamation

RESOLUTION NO. 2747 (2020)

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEPORT,
CALIFORNIA, PROCLAIMING A LOCAL EMERGENCY DUE TO THE OUTBREAK
OF COVID-19**

WHEREAS, in December 2019, a novel coronavirus known as SARS-CoV-2 was first detected in Wuhan, Hubei Province, People's Republic of China, causing outbreaks of the coronavirus disease COVID-19 that has now spread globally;

WHEREAS, on January 31, 2020, the United States Secretary of Health and Human Services declared a public health emergency in response to COVID-19;

WHEREAS, on March 4, 2020, Governor Gavin Newsom declared a state of emergency to exist in California as a result of COVID-19;

WHEREAS, on March 9, 2020, the Lake County Health Officer declared a local health emergency, respectively, as a result of COVID-19;

WHEREAS, the Director of Emergency Services of the City of Lakeport did proclaim the existence of a local emergency within the City on the 11th day of March, 2020; and

WHEREAS, on March 12, 2020, Governor Gavin Newsom's signed Executive Order N-25-20 giving state and local public health officials the authority to issue guidance limiting or recommending limitations upon attendance at public assemblies, conferences or other mass events;

WHEREAS, on March 13, 2020, President Donald Trump declared a national emergency as a result of COVID-19;

WHEREAS, on March 15, 2020, Governor Gavin Newsom called for the closure of all bars, pubs, and wineries in the State and restrictions on restaurants;

WHEREAS, despite sustained efforts, COVID-19 remains a threat, and further efforts to control the spread of the virus to reduce and minimize the risk of infection are needed;

WHEREAS, the spread of COVID-19 and its consequences are or are likely to be beyond the control of the services, personnel, equipment, and facilities of the City of Lakeport;

WHEREAS, the mobilization of local resources, the ability to coordinate interagency response, accelerate procurement of vital supplies, use mutual aid, and allow for future reimbursement by the state and federal governments will be critical to successfully respond to COVID-19;

WHEREAS, these conditions warrant and necessitate that the City proclaim the existence of a local emergency.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEPORT, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. Recitals. The City Council finds that all of the preceding recitals are true and correct and are hereby incorporated and adopted as findings and determinations by the City Council as if fully set forth herein.

SECTION 2. Proclamation. Pursuant to Government Code section 8630, subdivision (a), the City Council proclaims a local emergency due to the outbreak of COVID-19.

SECTION 3. Regulation of Public Gatherings. Commencing immediately, all City departments are directed to postpone or cancel all non-essential public community events or group activities in City-owned properties that require close contact and involve ten or more participants.

SECTION 4. Regulation of Public Facilities. Commencing immediately, all City departments are directed to close all non-essential City-owned facilities that require close contact of vulnerable individuals, including those over 60 years old or with compromised immune systems.

SECTION 5. Emergency Authority. Pursuant to Government Code section 8634, the City Council authorizes the City Manager to take any measures necessary to protect and preserve public health and safety, including activation of the Emergency Operations Center.

SECTION 6. Public Health Officials. The City Council authorizes the City Manager to implement any guidance, recommendations, or requirements imposed by state and local public health officials.

SECTION 7. Termination. Pursuant to Government Code section 8630, subdivision (d), the City Council will proclaim the termination of the emergency at the earliest possible date that conditions warrant.

SECTION 8. Review. Pursuant to Government Code section 8630, subdivision (c), the City Council will review the need for continuing the local emergency at each City Council meeting following this Resolution, but in no event later than 14 days from the previous declaration or review, until the City Council terminates the local emergency.

SECTION 9. Cost Accounting. City staff will begin accounting for their time and expenses related to addressing the local emergency caused by COVID-19.

SECTION 10. Cost Recovery. The City will seek recovery for the cost of responding to COVID-19, as this proclamation is made within 10 days of the Governor's Executive Order N-25-20 and the President's declaration of a national emergency, qualifying the City for

assistance under the California Disaster Assistance Act and for reimbursement from the Federal Emergency Management Agency.

SECTION 11. Submissions. The City Clerk will transmit a copy of this Resolution at the earliest opportunity to the the California Governor's Office of Emergency Services.

SECTION 12. Certification. The City Clerk will certify to the passage and adoption of this Resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

PASSED, APPROVED AND ADOPTED on this 17th day of March, 2020.


George Spurr, Mayor

ATTEST:


Hilary Britton, Deputy City Clerk

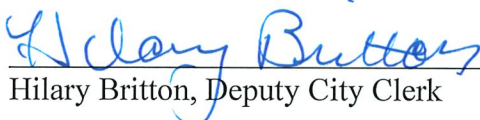
I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of Lakeport, California, at a regular meeting held on the 17th day of March, 2020, by the following vote:

AYES: Mayor Spurr, Council Members Barnes, Mattina, and Turner

NOES: Council Member Parlet

ABSENT: None

ABSTAINED: None


Hilary Britton, Deputy City Clerk

**PROCLAMATION BY THE
DIRECTOR OF EMERGENCY SERVICES
DECLARING A LOCAL EMERGENCY**

WHEREAS, Chapter 2.28 of the Lakeport Municipal Code, adopted as Ordinance Number 832 of the City of Lakeport empowers the Director of Emergency Services to proclaim the existence or threatened existence of a local emergency when the City of Lakeport is affected or likely to be affected by a public calamity and the City Council is not in session; and

WHEREAS, the Director of Emergency Services of the City of Lakeport does hereby find:


THAT conditions of extreme peril to the safety of persons and property have arisen within this City as a result of the local State of Emergency due to the threat of COVID-19 declared by the Governor of the State of California on March 4, 2020; and the Local Public Health Emergency due to the threat of COVID-19 declared by the Lake County Public Health Officer on March 9, 2020.

THAT the City Council of the City of Lakeport is not in session; and

NOW, THEREFORE, IT IS HEREBY PROCLAIMED that a local emergency now exists throughout the City of Lakeport, California; and

IT IS FURTHER PROCLAIMED AND ORDERED that during the existence of said local emergency that powers, functions and duties of the emergency organization of this City shall be prescribed by state law, by ordinances, and resolutions of this City, and by Chapter 2.28 of the Lakeport Municipal Code.

Dated: March 11, 2020



MARGARET SILVEIRA
Director of Emergency Services
City Manager, City of Lakeport



CITY OF LAKEPORT

City Council
City of Lakeport Municipal Sewer District
Lakeport Redevelopment Successor Agency

STAFF REPORT

RE: Safety Assessment Placards

MEETING DATE: July 7, 2020

SUBMITTED BY: Kevin M. Ingram, Assistant City Manager

PURPOSE OF REPORT: Information only Discussion Action Item

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to initiate proceedings and set a public hearing for the consideration of adding Chapter 15.06 "Safety Assessment Placard Ordinance" to the Lakeport Municipal Code, establishing a standardized system to inform the public of the condition of an inspected building and the conditions under which inspected buildings and structures may be entered and occupied after a natural or manmade disaster has occurred.

BACKGROUND/DISCUSSION:

Over the past few years, the county and our city has endured many natural disasters.

Following up as quickly as possible after a disaster, with structural inspections, is key in preserving the safety and well-being of our community. The State of California Office of Emergency Services working in tandem with local government has established a standardized system to effectively and specifically inform the public of the results of structural inspections from authorized personnel. Using placards to relay the safety of a building or structure is key to limiting additional loss of life or injury to members of our city.

The City Council took action on this item at its June 16th regular meeting setting a date for a public hearing. Unfortunately, the date provided in the staff report was incorrect. Staff is requesting that the City Council re-introduce the proposed ordinance and set a public hearing date for August 4, 2020.

OPTIONS:

1. Introduce the proposed Ordinance adding Chapter 15.06 "Safety Assessment Placard Ordinance" to the Lakeport Municipal Code and schedule public hearing for adoption of the ordinance on August 4, 2020.

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:

SUGGESTED MOTIONS:

Move to introduce the proposed ordinance to the Lakeport Municipal Code and schedule a public hearing for August 4, 2020.

Attachments:

1. Safety Assessment Placard Resolution and Ordinance.

ORDINANCE NO. (2020)

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAKEPORT ADDING SECTION 15.06 TO THE LAKEPORT MUNICIPAL CODE RELATING TO PLACARDS USED TO DENOTE CONDITIONS RELATING TO CONTINUED OCCUPANCY OF BUILDINGS

WHEREAS, the Building and Safety Division is responsible for determining the safety of buildings and structures within the City of Lakeport and informing the public of the condition of inspected buildings and structures; and

WHEREAS, a standardized system of safety assessment placards has been established and is in use throughout the State of California; and

WHEREAS, the establishment of a standardized system of building safety assessment placards is necessary to clearly, consistently, and effectively inform the public of the condition of inspected building and the conditions under which inspected buildings and structures may be entered and occupied after a natural or manmade disaster.

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

SECTION 1. Chapter 15.06 Added: Chapter 15.06 is added to the City of Lakeport Municipal Code to read in full as follows:

Section 15.06 Safety Assessment Placards
Section 15.06.010 Purpose and Intent
Section 15.06.020 Application of Provisions
Section 15.06.030 Definitions
Section 15.06.040 Placards

15.06.010 Purpose and Intent

This chapter establishes standard placards to be used to indicate the condition of a structure for continued occupancy and conforms to the statewide program administered by the California Governor's Office of Emergency Services (hereafter Cal OES) for ease in the rapid assessment of damaged structures after any natural or manmade disaster. This chapter further authorizes the building official and his or her authorized representatives to post the appropriate placard at each entry point to a building or structure upon completion of a safety assessment.

15.06.020 Application of Provisions

The provisions of the chapter are applicable, following each natural or manmade disaster, to all buildings and structures of all occupancies regulated by the City of Lakeport. The city council may extend the provisions as necessary.

15.06.30 Definitions

“Safety assessment” is a visual, non-destructive examination of a building or structure for the purpose of determining the condition for continued occupancy.

15.06.040 Placards

- A. The following are verbal descriptions of the official jurisdiction placards to be used to designate the condition for continued occupancy of building or structures. Copies of actual placards are attached.
1. **INSPECTED – Lawful Occupancy Permitted** (Green in color) is to be posted on any building or structure wherein no apparent structural hazard has been found. This placard is not intended to mean that there is no damage to the building or structure.
 2. **RESTRICTED USE** (Yellow in color) is to be posted on each building or structure that has been damaged wherein the damage has resulted in some form of restriction to the continued occupancy. The individual who posts this placard will note in general terms the type of damage encountered and will clearly and concisely note the restrictions on continued occupancy.
 3. **UNSAFE – Do Not Enter or Occupy** (Red in color) is to be posted on each building or structure that has been damaged such that continued occupancy poses a threat to life safety. Buildings or structures posted with this placard shall not be entered under any circumstance except as authorized in writing by the building official, or his or her authorized representative. Safety assessment teams shall be authorized to enter these buildings at any time. This placard is not to be used or considered as a demolition order. The individual who posts this placard will note in general terms the type of damage encountered.
- B. The ordinance number codified in this chapter, the name of the jurisdiction, its address, and phone number permanently affixed to each placard.
- C. Once it has been attached to a building or structure, a placard is not to be removed, altered or covered until done so by an authorized representative of the building official. It shall be unlawful for any person, firm or corporation to alter, remove, cover or deface a placard unless authorized pursuant to this section.

SECTION 2. Severability: Should any provision of this Ordinance, or its application to any person or circumstance, be determined by a court of competent jurisdiction to be unlawful, unenforceable or otherwise void, that determination shall have no effect on any other provision of this Ordinance or the application of this Ordinance to any other person or circumstance and, to that end, the provisions hereof are severable.

SECTION 3. CEQA. The project is exempt from environmental review per CEQA Guidelines under the General Rule (Section 15061(b)(3)). The project involves updates and revisions to existing regulations. It can be seen with certainty that the proposed Municipal Code text amendments will have no significant negative effect on the environment.

SECTION 4. Effective Date. This ordinance shall take effect thirty (30) days after adoption as provided by Government Code section 36937.

SECTION 5. Certification. The City Clerk shall certify to the passage and adoption of this Ordinance and shall give notice of its adoption as required by law. Pursuant to Government Code section 36933, a summary of this Ordinance may be published and posted in lieu of publication and posting the entire text.

INTRODUCED and first read at a regular meeting of the City Council on the 7th day of July, 2020, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

FINAL PASSAGE AND ADOPTION by the City Council of Lakeport occurred at a meeting thereof held on the 4th day of August, 2020, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

GEORGE SPURR, MAYOR

ATTEST:

KELLY BUENDIA, City Clerk
City of Lakeport

DRAFT



CITY OF LAKEPORT

City Council
City of Lakeport Municipal Sewer District
Lakeport Redevelopment Successor Agency

STAFF REPORT

RE: Electronic and Digital Signature Policy

MEETING DATE: 07/07/2020

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 adopting a Resolution establishing a policy authorizing execution of City document under the Uniform Electronic Transactions Act (“UETA”) to allow the City to balance flexibility with the need for signature security and integrity.

BACKGROUND/DISCUSSION:

With the enactment of the UETA by the State of California in January 1, 2000, electronic execution of contracts has become commonplace and an accepted means of entering into contracts, including purchasing transactions. Each year, the City processes hundreds of documents that could be processed and stored more efficiently through the use of electronic signatures. We are increasingly asked to execute contracts electronically, but are unable to do so without a policy from the City Council authorizing electronic signatures.

Benefits of allowing electronic signatures include: reduced time, paper and costs associated with transmitting and approving physical documents; improved customer service and convenience to those performing transactions with the City; enhanced records management best practices; and the creating of an easily accessible audit trail of when documents are modified and signed.

The City’s website and Electronic Document Management System (Laserfiche) both provide modules for the electronic completion of various documents, including those requiring signatures. Providing streamlined and convenient services for those doing business with the City was one of the City Council’s goals in remodeling the lobby in City Hall, implementing an electronic signature solution will provide additional convenience for customers to complete transactions, particularly timely in this era of social distancing restrictions.

The proposed policy authorizes the City Manager to determine acceptable technologies and vendors that are consistent with industry best practices to ensure the security and integrity of the data and the signatures. The City Manager shall further determine, with the recommendation of the City Attorney and the City Clerk, the documents for which the City will accept electronic signatures.

The Administrative Services Department has subscribed to an electronic signature platform (OneSpan) on a trial basis during the Shelter-In-Place order. Staff has utilized OneSpan for internal documents in the Human Resources division.

OPTIONS:

1. Adopt a Resolution establishing a policy authorizing execution of City documents under the Uniform Electronic Transactions Act (“UETA”)

2. Provide staff with alternate 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:

Comments:

SUGGESTED MOTIONS:

Move to adopt the resolution approving and adopting a policy authorizing the use and acceptance of electronic signatures (e-signatures) on City documents.

- Attachments:**
1. Proposed Resolution
 2. Policy

RESOLUTION NO. XXX__ (2020)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEPORT APPROVING AND ADOPTING A POLICY AUTHORIZING THE USE AND ACCEPTANCE OF ELECTRONIC SIGNATURES (E-SIGNATURES) ON CITY DOCUMENTS

WHEREAS, federal and state regulations have provided sufficient guidelines to allow for the implementation of electronic content, electronic transactions and electronic signatures; and

WHEREAS, technology has developed to a level of sophistication to enable secure and verifiable electronic signatures; and

WHEREAS, the use of e-signatures and digital signatures in City business will not only increase efficiency for staff, but also will provide a layer of convenience and efficiency for City residences who are in need of City services; and

WHEREAS, current law clarified that government agencies may use all types of electronic signatures, which includes digital signatures, in accordance with the Uniform Electronic Transaction Act, California Civil Code section 1633.1 *et.seq.*; and

WHEREAS, the California Secretary of State has issued an opinion that the “digital” signature requirements of the Secretary of State Regulations (2 CCR 22000, *et seq.*) do not apply to the use of “electronic” signatures;

WHEREAS, the City Manager will oversee and determine, with the recommendation of the City Attorney and the City Clerk, or other designee, the appropriate use of electronic signatures for City documents; and

WHEREAS, adoption of an electronic signature policy is not a project subject to environmental review.

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

1. The City Council hereby approves and adopts the Electronic Signature Use Policy, authorizing the use and acceptance of electronic signatures on City documents, which is attached as Exhibit A to this Resolution, and incorporated herein by this reference.

The foregoing Resolution was adopted at a regular meeting of the City Council of the City of Lakeport held on the on the 7th day of July, 2020 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

APPROVED:

George Spurr, Mayor

ATTEST:

Kelly Buendia, City Clerk

CITY OF LAKEPORT

CITY COUNCIL POLICY ELECTRONIC SIGNATURE USE POLICY Adopted July 7, 2020

I. Purpose

To enable the City of Lakeport to use and accept approved electronic signatures, in lieu of written signatures, that comply with the requirements of California Government Code section 16.5, the UTEA, the ESIGN Act, and other applicable laws and regulations.

II. Assignment of Responsibility

The City Manager and City Clerk, in consultation with the City Attorney.

III. Elements for an Electronic Signature

The use of electronic signatures on legally binding documents has become increasingly prevalent, but has yet to find widespread adoption by public entities. Benefits of using electronic signatures include: reduction of paper generation; significant decrease in time and cost associated with transmitting, approving, and retaining physical documents; as well as creation of an audit trail of the modification, editing, and approval/signing of documents.

The United States Electronic Signatures in Global and National Commerce (ESIGN) Act, and the California Uniform Electronic Transaction Act (UETA) require the following four elements for an electronic signature to be recognized as valid under U.S. and State Law:

1. Intent to sign - Electronic signatures, like traditional, handwritten signatures, are valid only if each party intended to sign.
2. Consent to do business electronically - The parties to the transaction must consent to do business electronically. Electronic records may be used in transaction with consumers only when the consumer has:
 - Received UETA Consumer Consent Disclosures
 - Affirmatively agreed to use electronic records for the transaction
 - Has not withdrawn such consent
3. Association of signature with the record - In order to qualify as an electronic signature under the ESIGN Act and UETA, the system used to capture the transaction must keep an associated record that reflects the process by which the signature was created, or generate a textual or graphic statement (which is added to the signed record) proving that it was executed with an electronic signature.

4. Record retention - U.S. laws on electronic signatures and transactions require that electronic signature records be capable of retention and accurate reproduction for reference by all parties or persons entitled to retain the contact or record.

IV. Procedures

The City Manager and City Clerk, in consultation with the City Attorney, shall have the authority to develop administrative policies and procedures to the extent necessary to implement the terms of this policy.

V. General Guidelines

Use and Acceptance of Electronic Signatures:

The City of Lakeport encourages the use and acceptance of electronic signatures in internal and external activities, documents, and transactions when it is operationally feasible, where technology permits, and when it is otherwise appropriate in the discretion of the City Manager, in accordance with provisions that follow.

To the extent permitted by law, the City accepts electronic signatures as legally binding and equivalent to handwritten signatures to signify an agreement in accordance with applicable laws and regulations.

The parties to a transaction must agree to conduct the transaction by electronic means with the use of a City-approved signature method that complies with applicable laws and regulations, including the capability of all parties to retain the accurately reproduced document that was electronically signed for record purposes.

This policy does not supersede laws that specifically require a handwritten signature, nor does it limit the right or option of the City to conduct the transaction on paper or in non-electronic form.

Prohibited Uses of Electronic Signatures:

Use of electronic signatures is prohibited in the following situations:

- Transactions for which electronic signatures are not enforceable by law and/or transactions requiring a handwritten signature, such as transfers of real property.
- Transactions that require a person to sign in the presence of a notary public.

Acceptable Electronic Signature Methods:

The City Manager shall determine acceptable technologies and vendors that are consistent with industry best practices to ensure the security and integrity of the data and the signatures. The

City Manager, with the recommendation of the City Attorney and the City Clerk, shall further determine the documents for which the City will accept electronic signatures.

**RETIREMENT INCENTIVE AGREEMENT BETWEEN
THE CITY OF LAKEPORT AND MARGARET SILVEIRA**

This Retirement Incentive Agreement (the "Agreement") is entered into effective _____, 2020 (the "Effective Date"), by and between Margaret Silveira ("Silveira") and the City of Lakeport (the "City") (collectively, the "Parties") with respect to the following recitals:

RECITALS

WHEREAS, effective May 17, 2016, the Parties entered into an employment agreement, most recently amended on June 2, 2020, for Silveira to provide City Manager services as an "at will" employee through February 22, 2022 (the "Employment Agreement");

WHEREAS, since early 2020, the United States has dealt with the global outbreak of the novel coronavirus disease known as COVID-19 in part by declaring national, state, and local emergencies, which have had negative financial consequences to the City's budget caused by the reduction in economic activity due to public health measures used to combat the spread of COVID-19;

WHEREAS, the City has instituted a Voluntary Separation Program as a means to reduce costs to the City's budget;

WHEREAS, to reduce costs to the City's budget, Silveira agrees to voluntarily retire from service and her position as City Manager, effective August 1, 2020;

WHEREAS, in consideration for Silveira's voluntary early retirement, the City agrees to pay Silveira the equivalent of five month's salary in one lump sum upon her retirement date of August 1, 2020; and

WHEREAS, even with the consideration for Silveira's voluntary early retirement it is anticipated that the City will still save approximately \$164,411 in salary savings due to Silveira's voluntary retirement 18 months before her contract termination date of February 22, 2022.

NOW, THEREFORE, in consideration of the mutual covenants and agreements set forth in this Agreement, the adequacy of which is acknowledged by the Parties as sufficient, the Parties agree as follows:

AGREEMENT

1. Recitals. The recitals above are true and correct and are fully incorporated herein by this reference.

2. Voluntary Retirement. Effective August 1, 2020 (“Retirement Date”), Silveira voluntarily retires her position as City Manager. July 31, 2020 shall accordingly be Silveira’s last day of work.

3. Payment.

3.1 Upon her voluntary retirement, the City agrees to pay Silveira for 822 hours at her present hourly rate of \$67.71, which represents approximately 20.5 weeks of her base salary. This one-time payment is not considered compensation earnable for purposes of CalPERS. The payment will be included in the final paycheck issued to Silveira by the City, subject to applicable state and federal payroll tax withholding.

3.2 In addition to the one-time payment set forth in Section 3.1, City shall pay Silveira all payable and accrued vacation leave and administrative leave and all other salary, wages, or other compensation due regarding her employment with the City through July 31, 2020. Silveira acknowledges that she is not entitled to any severance benefits under the Employment Agreement.

4. Employee Representation Regarding Claims. Silveira represents that, with the exception of any workers’ compensation claims, Silveira has not filed any complaint, grievance, or action against the City or any of its Councilmembers, Board or Commission members, officers, agents, directors, employees, volunteers, or representatives with any federal, State, or local agency, board, arbitrator, or court based on any matters arising out of Silveira’s hiring, retention, or compensation by the City, or based on any act or failure to act by the City affecting, involving, or relating to Silveira and her employment with the City. Silveira agrees that if she has any such pending claims with the City, then, with the exception of any workers’ compensation claims, Silveira’s knowing and voluntary execution of this Agreement acts as an automatic withdrawal of such claims with prejudice. Nothing in this provision limits the right of Silveira to testify, assist, or participate in an investigation, hearing, or proceeding conducted by the Equal Employment Opportunity Commission under the ADEA, Title VII, the ADA, or the EPA; however, Silveira explicitly waives any monetary benefits that could be derived by Silveira from any such administrative or other charges.

5. Release and Disposition of Claims.

5.1 Silveira does hereby, and for Silveira’s heirs, legal representatives, agents, successors in interest and assigns, irrevocably and unconditionally release, acquit and forever discharge the City from any and all claims, actions, causes of action, rights, demands, debts, obligations, damages or accountings of whatever nature (except workers’ compensation claims), whether known or unknown, suspected or unsuspected, actual or potential, which Silveira now has, owns or holds, or claims to have, own or hold in any way against the City, at common law or under any statute, rule, regulation, order or law, whether federal, State, or local, or on any grounds whatsoever, with respect to any act, omission, event, matter, claim, damage, loss or injury arising out of Silveira’s employment with the City. Additionally, Silveira

expressly waives and relinquishes all claims (except workers' compensation claims) which Silveira does not know of or suspect to exist in Silveira's favor at the time of executing this release, even if knowledge of such claims would have materially affected Silveira's decision to enter into this Agreement.

5.2 Silveira understands and agrees that Silveira is waiving any rights that Silveira has, may have had, or may have to all grievances, disputes or claims (except workers' compensation claims) of every nature and kind, known or unknown, actual or potential, anticipated or not anticipated, suspected or unsuspected, existing and/or potentially existing against the City, as of the Retirement Date, to pursue any and all remedies available to Silveira under any employment-related cause of action against the City, including, without limitation, any claims for discrimination, harassment, or retaliation, claims under the California Fair Employment and Housing Act (Gov. Code, § 12900 *et seq.*), the California Family Rights Act (Gov. Code, § 12945.2), the Unruh and George Civil Rights Acts (Civ. Code, § 51 *et seq.*), all provisions of the California Labor Code and any wage orders or similar directives or authorities issued by any federal or state authority having enforcement powers, the Constitution of the United States, the Constitution of the State of California, Title VII of the Civil Rights Act of 1964 (42 U.S.C. § 2000e *et seq.*), the Equal Pay Act (29 U.S.C. § 206(d)), the Fair Labor Standards Act (29 U.S.C. § 201 *et seq.*), the Family and Medical Leave Act (29 U.S.C. § 2601 *et seq.*), the Employment Retirement Income Security Act of 1974 (29 U.S.C. § 1001 *et seq.*), sections 1981-88 of Title 42 of the United States Code (42 U.S.C. § 1981 *et seq.*), the American with Disabilities Act (42 U.S.C. § 12101 *et seq.*), claims of retaliation or whistle-blowing (including but not limited to California Labor Code section 1102.5 *et seq.* and Government Code section 12653), claims for breach of any type of contract, including written, oral or implied, breach of any covenant, promise or representation pertaining to Silveira's employment or separation from employment, whether express or implied, and all other claims arising in contract, tort or equity or under any other statute, federal, state or local, up to the date of Silveira's execution of this Agreement.

6. Waiver of Civil Code Section 1542. Silveira further acknowledges that any and all rights granted to Silveira under California Civil Code section 1542, or any other analogous federal or state law or regulation, are hereby expressly waived. Section 1542 of the California Civil Code reads as follows:

CERTAIN CLAIMS AFFECTED BY GENERAL RELEASE. 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.

Silveira understands and acknowledges that the significance of this waiver of Civil Code section 1542 is that, even if Silveira eventually suffers or discovers damages arising out of Silveira's employment with the City, Silveira is not permitted to make any claim for those damages. Silveira further acknowledges that Silveira intends these consequences even as to claims that

may exist as of the Retirement Date, but which Silveira does not know exist, and which, if known, would materially affect Silveira's decision to execute this release, regardless of whether Silveira's lack of knowledge is the result of ignorance, oversight, error, negligence, or any other cause.

7. No Assignment of Claims. Silveira expressly warrants that Silveira has not transferred to any other person or entity any of the rights or causes of action released in this Agreement.

8. No Admission of Liability. This Agreement and compliance with it do not and shall not in any way be construed as an admission of any wrongdoing, omission or liability on the part of either party. The City and Silveira specifically disclaim any liability to, or wrongful acts against, each other.

9. Specific Performance. Each Party agrees to do all things and execute and deliver all instruments and documents necessary to fulfill and effect the provisions of this Agreement and to protect the respective rights of the Parties.

10. Waiver of Breach. No waiver by any Party of any breach of any term or provision of this Agreement shall be construed to be, nor be, a waiver of any preceding, concurrent or succeeding breach of the same, or any other term or provision hereof. No waiver will be binding unless in writing and signed by the Party to be charged or held bound.

11. Voluntary Act. Silveira represents and agrees that Silveira has carefully read and fully understands all the provisions of this Agreement. Silveira represents that Silveira has had the opportunity to receive independent legal advice from attorney(s) of Silveira's choice with respect to review and advisability of executing this Agreement. Silveira further represents and acknowledges that Silveira has freely and voluntarily executed this Agreement after independent investigation and without any fraud, coercion, duress or undue influence, with a full understanding of the legal and binding effect of this Agreement.

12. Entire Agreement and Admissibility. The parties understand and agree that this Agreement constitutes the complete understanding between Silveira and the City, and supersedes any and all prior agreements, promises, representations, or inducements, no matter their form, concerning the subject matter of this Agreement. No agreements, promises, representations, or inducements made subsequent to this Agreement will be binding unless recorded in a written document, which specifically references this Agreement and is signed by the authorized representatives of the Parties. The Parties acknowledge that this Agreement may be used as evidence in any subsequent proceeding in which either party alleges a breach of this Agreement or seeks to enforce its terms, provisions, or obligations, or as compelled by law.

13. Each Party to Bear Own Costs and Fees. Each Party shall bear its own costs, expenses, and attorney fees incurred in connection with this Agreement.

14. Severability. If any of the provisions or terms of this Agreement be determined illegal, invalid, or unenforceable by any court or governmental agency of competent jurisdiction, validity of the remaining parts, terms, or provisions will not be affected thereby, and any illegal, invalid, or unenforceable part, term, or provision will be deemed to not be a part of this Agreement.

15. Governing Law, Jurisdiction, and Venue. This Agreement is entered into and will be construed in accordance with the law of the State of California. Any action or motion to enforce the terms or conditions of this Agreement must be brought only in the County of Lake Superior Court. The Parties irrevocably submit to the jurisdiction of these courts and waive the defense of inconvenient forum to the maintenance of any action or proceeding in such venue. Nothing in this section prevents the Parties from mutually agreeing to alternative dispute resolution proceedings.

16. Interpretation. This Agreement has been jointly negotiated and drafted by the Parties. The language in this Agreement shall be construed as a whole according to its fair meaning and not strictly for or against any of the Parties.

17. Counterparts. The Parties may execute this Agreement in counterparts, each of which shall be deemed an original, and all of which taken together shall constitute one and the same instrument. Delivery of an executed counterpart's signature page of this Agreement, by email in portable document format (.pdf), or by any other electronic means intended to preserve the original graphic and pictorial appearance of a document, has the same effect as delivery of an executed original of this Agreement.

PLEASE READ THIS DOCUMENT CAREFULLY. THIS VOLUNTARY EARLY RETIREMENT AGREEMENT AND GENERAL RELEASE AND WAIVER INCLUDES A RELEASE BY SILVEIRA OF ALL KNOWN AND UNKNOWN CLAIMS AS REGARDS THE SPECIFIC MATTERS AS SET FORTH HEREIN.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the Effective Date:

MARGARET SILVEIRA

Margaret Silveira

CITY OF LAKEPORT
A Municipal Corporation

By: _____
George Spurr, Mayor

Attest:

By: _____
Kelly Buendia, City Clerk

Approved as to Form:

By: _____
David J. Ruderman, City Attorney



CITY OF LAKEPORT

City Council
 Lakeport Redevelopment Successor Agency
 City of Lakeport Municipal Sewer District

STAFF REPORT	
RE: GPA 19-02 / Draft Housing Element / CE 19-20 CEQA Categorical Exemption	MEETING DATE: 07/07/2020
SUBMITTED BY: Kevin Ingram, Assistant City Manager Daniel Chance, Associate Planner	
PURPOSE OF REPORT: <input type="checkbox"/> Information only <input checked="" type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is requested to: 1) hold a public hearing regarding adoption of the proposed 6th Cycle Housing Element update; 2) consider the Planning Commission’s motion recommending adoption of the proposed 6th Cycle Housing Element; and 3) adopt a City Council Resolution to adopt the updated Housing Element.

BACKGROUND:

In June 2020, the Lakeport Planning Commission conducted a public hearing regarding adoption of a General Plan Amendment to update the Housing Element. State law mandates that each city and county update their Housing Element regularly, with specific deadlines being established by the State Department of Housing and Community Development (HCD). The Housing Element is one of the mandatory elements that comprise a local agency’s General Plan according to Section 65302(c) of the Government Code. The Housing Element is the City’s primary policy document to guide the development, rehabilitation, and preservation of housing for all economic segments of the local population.

The Planning Commission reviewed the Draft 6th Cycle Housing Element on June 10, 2020 and discussed the Draft Housing Element, including outreach efforts, housing construction costs, various types of housing, including live/work units, accessory dwelling units, and mobile homes, and identified minor typographical errors in Table 5-2. The Planning Commission recommended that the City Council adopt a resolution to approve the City of Lakeport Housing Element Update, including any revisions necessary to address HCD comments. A Planning Commission Minute Order is attached for your review (Exhibit 1).

Please refer to the attached staff report to the Planning Commission (Exhibit 2) which provides additional background and discussion regarding the proposed Housing Element update, including a summary of legal requirements, an overview of the contents of the Housing Element, a description of public participation opportunities and outreach efforts, a description of revisions made in response to

HCD comments, and a summary of the California Environmental Quality Act review completed for the Housing Element.

DISCUSSION:

As described in the attached staff report to the Planning Commission, State law requires the City to review and update the Housing Element in order to provide:

- an assessment of the City’s housing needs and an inventory of resources and constraints relevant to the meeting of these needs;
- a statement of goals, qualified objectives and policies relative to the maintenance, preservation, improvement, and development of housing; and
- a program that sets forth a schedule of actions during the planning period to implement the policies and achieve the goals and objectives of the Housing Element through the administration of land use and development controls, the provision of regulatory concessions and incentives, the utilization of appropriate funds.

The 6th Cycle Housing Element update was prepared consistent with the requirements of State law. Public participation was encouraged in April and May 2020, through a community-wide survey in English and Spanish, and a survey sent to various housing and community service stakeholders. The Preliminary Draft 6th Cycle Housing Element was made available for public review from May 29, 2020 through June 30, 2020. No public comments were received.

The Public Review Draft Housing Element was provided to HCD for review, in accordance with State law. During the 60-day HCD review period, HCD staff requested that the City revise the revisions to HCD to address the potential for local ordinances and regulations to constrain housing, identify built densities within the City, and to strengthen the City’s approach to affirmatively furthering fair housing. HCD reviewed the proposed revisions and, on June 4, 2020, issued a review letter (Exhibit 3) indicating that the draft Housing Element meets the requirements of State law.

The proposed 6th Cycle Housing Element attached as Exhibit 4 includes the revisions recommended by the Planning Commission and the revisions provided to HCD.

Adoption of the proposed Housing Element would update the City’s Housing Element of the General Plan in accordance with the requirements of State law. Following adoption of the Housing Element, the document will be submitted to HCD for certification.

OPTIONS:

1. Approve and adopt the Resolution that will amend the General Plan to update the Housing Element.
2. Do not approve but provide direction to staff.

FISCAL IMPACT:

None \$ TBD 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: No significant adverse fiscal impacts are anticipated as a result of the adoption of the Housing Element update. It is noted that a certified Housing Element is a requirement for the City to

be eligible for a number of State-administered grant funds, including the Local Early Action Planning (LEAP), Community Development Block Grant (CDBG), and Housing Investment Partnerships Program (HOME) programs.

SUGGESTED MOTIONS:

Move that the City Council adopt the proposed Resolution to Adopt the Housing Element Update of the General Plan and finding this action exempt from CEQA.

- Attachments:**
- Exhibit 1:** Planning Commission Minute Order
 - Exhibit 2:** Planning Commission Staff Report
 - Exhibit 3:** Letter from the State Department of Housing and Community Development
 - Exhibit 4:** Proposed Housing Element Update
 - Exhibit 5:** Proposed City Council Resolution



MINUTE ORDER

LAKEPORT PLANNING COMMISSION REGULAR MEETING JUNE 10, 2020

Please be advised of the following action taken by the Lakeport Planning Commission:

The Planning Commission reviewed the Draft 6th Cycle Housing Element on June 10, 2020 and discussed the Draft Housing Element, including outreach efforts, housing construction costs, various types of housing, including live/work units, accessory dwelling units, and mobile homes, and identified minor typographical errors in Table 5-2. The Planning Commission recommended that the City Council adopt a resolution to approve the City of Lakeport Housing Element Update, including any revisions necessary to address HCD comments.

Public hearing was opened at 6:50 p.m. and closed with no input at 6:51 p.m.

Commissioner Green moved that the Planning Commission find that GPA 19-02, pertaining to the adoption and implementation of the Housing Element, has been determined to be exempt from the California Environmental Quality Act as it meets the criteria established in Section 15061(b)(3) of the CEQA Guidelines because there will be no physical changes to the environment and requires no further review pursuant to Section 15168(c)(2). Seconded by Commissioner Mitchell.

The vote was called and was as follows:

AYES: Commissioners Wicks, Green, Warrenburg, Mitchell and Chair Froio. (5-0)

NOES: None

ABSENT: None

Commissioner Green moved that the Planning Commission forward a recommendation to the City Council to take the following actions:

1. Adopt a resolution to approve the City of Lakeport Housing Element Update, including any revisions necessary to address HCD comments.

Seconded by Commissioner Warrenburg.

The vote was called and was as follows:

AYES: Commissioners Wicks, Green, Warrenburg, Mitchell and Chair Froio. (5-0)

NOES: None

ABSENT: None

Respectfully Submitted,

Kevin M. Ingram

Community Development Director



CITY OF LAKEPORT PLANNING COMMISSION

STAFF REPORT	
RE: GPA 19-02 / Draft Housing Element / CE 19-20 Categorical Exemption	MEETING DATE: June 10, 2020
SUBMITTED BY: Kevin M. Ingram, Assistant City Manager Daniel Chance, Associate Planner	
PURPOSE OF REPORT: <input type="checkbox"/> Information only <input checked="" type="checkbox"/> Discussion <input checked="" type="checkbox"/> Commission Action	

WHAT IS BEING ASKED OF THE PLANNING COMMISSION:

The Planning Commission is requested to consider the draft 6th Cycle Housing Element and make a recommendation to City Council for its adoption.

SUMMARY OF THE ISSUE:

State law mandates that each city and county update their Housing Element regularly, with specific deadlines being established by the State Department of Housing and Community Development (HCD). The Housing Element is one of the mandatory elements that comprise a local agency’s General Plan according to Section 65302(c) of the Government Code. The Housing Element is considered to be the primary policy document to guide the development, rehabilitation and preservation of housing for all economic segments of the local population.

On August 19, 2014, the City Council adopted the 2014 Housing Element. State law requires that the Housing Element be updated on a regular cycle to address the requirements of State law, including the City’s ability to accommodate the 2018-2027 Regional Housing Needs Allocation.

De Novo Planning Group will present the 6th Cycle Housing Element for Planning Commission discussion.

ISSUE ANALYSIS:

The Housing Element Update is an amendment to the City’s General Plan. The Housing Element Update includes analysis of the City’s population, housing, and employment characteristics, housing development during the previous Housing Element cycle, characteristics of the housing market, and housing needs of special populations. The document inventories available resources, including financial resources, the City’s available land inventory for residential development, and programs available for housing assistance.

Existing constraints to housing development and affordability, including governmental and non-governmental constraints are discussed.

The Housing Element includes an eight-year implementation plan with goals, policies, and programs developed to meet the housing needs of the City as identified from the public outreach as well as our research. The Housing Element has been prepared consistent with the requirements of Government Code Section 65583 and addresses specific needs and issues relevant to the City.

Legal Requirements

In order for a housing element to be found in compliance with state law it has to meet the detailed and increasingly specific mandates of state planning law and be consistent with the other elements of the General Plan. State law requires that every City have a legally compliant General Plan Housing Element. If the City's Housing Element is found not to be in compliance with the law then the City's General Plan is not legally adequate and any party could bring a lawsuit against the City, pursuant to Government Code Section 65755. A lawsuit of this type could result in the courts suspending the City's authority to issue almost all development and use related permits (such as zone changes, use permits, variances and subdivision maps). A legally compliant Housing Element is also a prerequisite to be eligible for a host of funding programs such as Community Development Block Grants (CDBG), Home Investment Partnerships Program (HOME), and Local Early Action Planning (LEAP) funds.

Housing Element Contents

The information in the 6th Cycle Housing Element is presented to the Planning Commission for review and consideration. The following sections have been included:

1. Introduction: This chapter provides an overview of the contents and legal requirements of the Housing Element and describes the element's consistency with the General Plan.
2. Evaluation of the 2014 Housing Element: This chapter provides a summary of the programs and policies included in the City's previous Housing Element, and addresses the effectiveness of these policies and programs at meeting their stated goals.
3. Housing Needs Assessment: The Housing Needs Assessment chapter includes an analysis of population and employment trends, the City's fair share of regional housing needs, household characteristics, the condition of the housing stock, and needs of special populations.
4. Land and Infrastructure: The Land and Infrastructure chapter includes an inventory of land suitable for residential development, analysis of the capacity to accommodate the City's RHNA, and discussion of infrastructure, environmental, and other constraints to development of the sites.
5. Constraints to Housing and Housing Resources: The Constraints chapter reviews governmental constraints, including land use controls, fees, and processing requirements, as well as non-governmental constraints, such as construction costs, availability of land and financing, that may impede the development, preservation, and maintenance of housing. Affordable units at risk of converting to market rate

are identified, and a cost analysis of approaches to maintain affordability is provided. This chapter also summarizes resources available for housing development, to provide affordable housing opportunities, for housing rehabilitation and maintenance, and to address housing issues of the special needs groups.

6. **Housing Plan: Goals, Policies, and Programs.** This chapter identifies the City's housing goals and provides policies and programs to achieve the housing goals. For each program, the entity responsible for implementation, funding source, timeline for implementation, and quantified objectives are identified. The City will report on its achievements in implementing this chapter in the annual progress reports that will be submitted to HCD.
7. **Community Participation.** The Community Participation chapter describes how the City engaged the public, including City residents, businesspeople, and interested parties, including housing and special needs advocates, to encourage participation and input reflective of all segments of the community.

Public Participation and Review of Draft Housing Element

As part of the work effort to update the Housing Element, planning staff and consultants from De Novo Planning Group conducted outreach to gather information regarding the challenges, opportunities and priorities associated with the provision of housing in Lakeport. While a public workshop had been planned for April 1, 2020, the workshop was cancelled due to Covid-19. In order to obtain input representative of all of the City's residents and stakeholders, a community survey was conducted in English and Spanish and was advertised on the City's website, through a City mailing, and through a group of stakeholders representing a variety of public, service, religious, real estate, and development interests in order to obtain as broad and meaningful input as possible. A separate survey was conducted with housing stakeholders to identify specific needs, priorities, and constraints associated with the populations each stakeholder serves.

The Public Review Draft Housing Element was made available for public review beginning May 29, 2020 through June 30, 2020. Public comments will be considered prior to the Planning Commission's recommendation regarding the Housing Element Update to the City Council. Public comments will also be considered by the City Council prior to adoption of the Housing Element.

The City also submitted the Public Review Draft Housing Element to HCD for review in May 2020 and provided revisions to HCD to address the potential for local ordinances and regulations to constrain housing, identify built densities within the City, and to strengthen the City's approach to affirmatively furthering fair housing.

ENVIRONMENTAL REVIEW:

The 6th Cycle Housing Element was reviewed to analyze the potential environmental impacts of the Housing Element pursuant to the California Environmental Quality Act (CEQA). The Housing Element was determined to have been fully addressed by the General Plan EIR and would not result in any new environmental impacts and would not increase the significance of environmental impacts that were addressed in the General Plan EIR. Pursuant to Section 15168(c)(2) of the CEQA Guidelines, no new environmental document is required. In addition, adoption and implementation of the Housing Element has been determined to be exempt from CEQA as it meets with the criteria established in Section

15061(b)(3) of the CEQA Guidelines because there will be no physical changes to the environment and requires no further review pursuant to Section 15168(c)(2).

POINTS OF CONSIDERATION:

The 6th Cycle Housing Element Update was due for adoption on August 15, 2019; however, preparation of Housing Element Update was delayed due to multiple disasters that the City and Lake County experienced in 2017, 2018, and 2019. However, this delay has also meant that the City is at risk of being ineligible for various funding sources for housing and infrastructure planning. In order to be eligible for LEAP and some CDBG funding, the City must adopt the Housing Element Update by July 15, 2020.

NEXT STEPS:

Staff plans to take the Planning Commission’s recommendation to the City Council for their consideration at the July 7, 2020 meeting. Following City Council adoption of the Housing Element, the document will be submitted to HCD for certification.

SUGGESTED MOTIONS:

CEQA Exemption

I move that the Planning Commission find that GPA 19-02, pertaining to the adoption and implementation of the Housing Element, has been determined to be exempt from the California Environmental Quality Act as it meets the criteria established in Section 15061(b)(3) of the CEQA Guidelines because there will be no physical changes to the environment and requires no further review pursuant to Section 15168(c)(2).

General Plan Amendment Recommendation to the City Council

I move that the Planning Commission forward a recommendation to the City Council to take the following actions:

1. Adopt a resolution to approve the City of Lakeport Housing Element Update, including any revisions necessary to address HCD comments.

- Attachment**
1. Planning Commission Review Draft 6th Cycle Housing Element Update
(Hard copy to Planning Commissioners only)
(Hard copy available for review at City Hall, 225 Park Street)
 2. Notice of CEQA Exemption

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF HOUSING POLICY DEVELOPMENT**

2020 W. El Camino Avenue, Suite 500
Sacramento, CA 95833
(916) 263-2911 / FAX (916) 263-7453
www.hcd.ca.gov



June 4, 2020

Kevin Ingram, Director
Community Development Director
City of Lakeport
225 Park Street
Lakeport, CA 95453

Dear Kevin Ingram:

RE: Review of the City of Lakeport's 6th Cycle (2019-2027) Draft Housing Element

Thank you for submitting the City of Lakeport's (City) draft housing element received for review on May 21, 2020 along with revisions on May 28, 2020. Pursuant to Government Code section 65585, subdivision (b), the California Department of Housing and Community Development (HCD) is reporting the results of its review. In addition, HCD has expedited this review to facilitate meeting funding requirements.

The draft element, incorporating the revisions submitted, meets the statutory requirements of State Housing Element Law (Article 10.6 of Gov. Code). The housing element will comply with State Housing Element Law when it is adopted, submitted to, and approved by HCD, in accordance with Government Code section 65585.

Public participation in the development, adoption and implementation of the housing element is essential to effective housing planning. Throughout the housing element process, the City must continue to engage the community, including organizations that represent lower-income and special needs households, by making information regularly available, while considering and incorporating comments where appropriate.

Lakeport is now subject to a four-year revision requirement, and the next housing element update is due August 15, 2023. Government Code section 65588, subdivision (e)(4), requires a jurisdiction that does not adopt its housing element within 120 calendar days from the statutory due date to revise its element every four years until adopting at least two consecutive revisions by the applicable due dates. Lakeport will be adopting the element beyond 120 days and, as a result, is subject to the four-year revision requirement. The next opportunity to adopt on time will be the four-year revision due August 15, 2023.

Several federal, state, and regional funding programs consider housing element compliance as an eligibility or ranking criteria. For example, the CalTrans Senate Bill (SB) 1 Sustainable Communities grant; the Strategic Growth Council and HCD's Affordable Housing and Sustainable Communities programs; and the ongoing SB 2 funding consider housing element compliance and/or annual reporting requirements pursuant to Government Code section 65400. With a compliant housing element, the City will meet housing element requirements for these funding sources.

Lakeport is an exemplary leader on addressing its housing needs. The City has made significant efforts to facilitate a variety of housing choices and affordability. HCD appreciates the hard work and dedication provided in preparation of the housing element and looks forward to receiving the City of Lakeport's adopted housing element. If you have any questions or need additional technical assistance, please contact Paul McDougall, of our staff, at paul.mcdougall@hcd.ca.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Shannan West". The signature is fluid and cursive, with the first name being more prominent.

Shannan West
Land Use & Planning Manager

CITY OF LAKEPORT 6TH CYCLE HOUSING ELEMENT



ADOPTION HEARING DRAFT

JUNE 30, 2020

Prepared for:

City of Lakeport
225 Park Street
Lakeport, CA 95453

Prepared by:

De Novo Planning Group

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Figure 4-1: Inventory of Residential Sites

APPENDICES

Appendix A – Inventory of Residential Sites

Appendix B – Survey Response Data

Appendix C – Stakeholder List

CHAPTER ONE – INTRODUCTION

The State of California has declared that "the availability of housing is of vital statewide importance and the early attainment of decent housing and a suitable living environment for every California family is a priority of the highest order." Recognizing the importance of providing adequate housing, the State has mandated a Housing Element within every General Plan since 1969. This Housing Element (2019-2027) was created in compliance with State General Plan law pertaining to Housing Elements. It was provided for community review and comment in May and June 2020 and is planned for adoption in late June/early July 2020

Broad based community participation is essential to preparing an implementable and locally meaningful housing policy and action program. The programs included in this document evolved through a workshop with local residents and outreach efforts with housing stakeholders and representatives of agencies which provide housing and other social service assistance to city, county and regional residents, as well as analysis of local population characteristics, households, housing stock, and economic conditions.

Contents

Consistent with state law, this Housing Element consists of the following major components:

- **Evaluation of the 2014 Housing Element.** The Evaluation of the 2014 Housing Element chapter evaluates accomplishments under the 2014 Housing Element in order to determine the effectiveness of the previous housing element, the City's progress in implementing the 2014 Housing Element, and the appropriateness of continuing the housing goals, objectives, and policies.
- **Population and Housing Data.** The Population and Housing Data chapter includes an analysis of population and employment trends, the City's fair share of regional housing needs, household characteristics, and the condition of the housing stock.
- **Land and Infrastructure.** The Land and Infrastructure chapter identifies resources available for the production and maintenance of housing, including an inventory of land suitable for residential development. This chapter also discusses availability of infrastructure and environmental constraints associated with development of the inventory of land.
- **Constraints.** The Constraints chapter reviews governmental constraints, including land use controls, fees, and processing requirements, as well as non-governmental constraints, such as construction costs, availability of land and financing, physical environmental conditions, and units at-risk of conversion, that may impede the development, preservation, and maintenance of housing. This chapter describes federal, state, and local financial resources and programs available to address the City's housing needs and goals.
- **Housing Program.** The Housing Program chapter identifies the City's housing goals and provides policies and implementation programs to address the City's housing needs.

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- **Community Participation.** The Community Participation chapter describes how the City engaged the public, including City residents, businesspeople, and interested parties, including housing and special needs advocates, in development of the Housing Element.

Relationship to the General Plan

State Law requires that "...the general plan and elements and parts thereof comprise an integrated, internally consistent, and compatible statement of policies...". The purpose of requiring internal consistency is to avoid policy conflict and provide a clear policy guide for the future maintenance, improvement and development of housing within the City. The City is required to update the General Plan from time to time to address requirements of State law; recent requirements include addressing safety and conservation issues in conjunction with or following the Housing Element Update. As the City updates the General Plan to ensure compliance with State law, it reviews any amendments against the adopted elements to ensure the document is internally consistent.

All elements of the General Plan have been reviewed for consistency in coordination with this update to the Housing Element. The following paragraphs outline the relationship of the Housing Element and its policies to other elements of the City of Lakeport's adopted General Plan. Development of housing consistent with the City's housing needs and programs as identified in this Housing Element would be required to be consistent with all relevant policies and programs of the other elements of the General Plan.

LAND USE

The Housing Element is most affected by development policies contained in the Land Use Element of the General Plan. The Land Use Element establishes the location, type, intensity, and distribution of land uses throughout the City. As such, the Land Use Element sets the upper limit of acreage which will be used for housing. The standards set in the Land Use Element determine the density to which residential areas can be developed and sets the upper limit for the number of housing units which can be developed in the City. The Land Use Element also addresses the development of other land uses such as industrial, commercial and professional offices which create demand for housing in the City. The housing sites identified in Chapter 4, Land and Infrastructure, are consistent with the land use designations and land use map identified in the Land Use Element.

URBAN BOUNDARY

The Urban Boundary Element defines the limits for extending City services and infrastructure in order to accommodate new development anticipated by the General Plan. The Urban Boundary Element is also intended to provide guidance related to future annexation of land from the City's Sphere of Influence. This Housing Element does not provide for growth outside of the Urban Boundary limit.

TRANSPORTATION

The Transportation Element describes the general location and extent of existing and proposed major thoroughfares, transportation routes, terminals, and other local public utilities and facilities. The purposes of the Transportation Element are to coordinate the transportation and circulation system with planned land uses; promote the efficient transport of goods and the safe,

effective movement of all segments of the population; make efficient use of existing transportation facilities; and promote and protect environmental quality and the wise and equitable use of economic and natural resources. In carrying out these purposes the Transportation Element attempts to create a convenient living environment for residents of Lakeport. The City's Transportation Element discusses issues for the City and its Sphere of Influence.

COMMUNITY DESIGN

A Community Design Element was developed for the City of Lakeport because of its anticipated population growth. The challenge will be to maintain the City's quality of life and small town character as this change occurs. The Community Design Element is concerned with how the City looks and feels, and how to maintain a sense of place during a period of rapid growth.

In addition to providing a substantial portion of county resident support and retail services, pursuant to meeting housing quantity needs, the City strives to preserve and enhance the historic and cultural resources of the city, and ensure that new development demonstrates quality, excellence of design and sensitivity to the character of the surrounding neighborhood.

ECONOMIC DEVELOPMENT

The Economic Development Element provides guidance for economic development to attain an economically viable and self-sustaining community. In this sense, economic viability means providing a range of housing and employment opportunities that meet the needs of both residents and workers, attracting families and businesses to create demand for planned land uses and establishing and funding public service levels that preserve and enhance Lakeport's quality of life. The Housing Element would provide for a variety of housing types with a broad range of affordability, including units affordable to the workforce.

CONSERVATION

The Conservation Element focuses on the method by which water, soils, rivers, beaches and mineral resources may be used and preserved. The purposes of the Conservation Element are as follows: To promote the protection, maintenance and use of the community's natural resources, with special emphasis on scarce resources and those that require special control and management; prevent the wasteful exploitation, destruction, and neglect of natural resources; and, recognize that the natural resources of the community should be maintained for their ecological value as well as for their direct benefit to people. The Conservation Element should maintain and enhance the natural living environment of the people of Lakeport. In addition, it provides means to help determine those areas which should not be developed for housing or other land uses but should be preserved as a natural resource.

OPEN SPACE, PARKS AND RECREATION

The Open Space, Parks and Recreation Element is in many ways similar to the Conservation Element. The purposes of the Open Space, Parks and Recreation Element are to: assure that open space be recognized as a scarce resource to be preserved; coordinate state and regional conservation plans at the local level; preserve unique or strategic natural resources for future generations; and, preserve land uniquely suited to the production of food and fiber. The interrelationship between the Open Space Element and other elements of the General Plan is one

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of the clearest. Among other things, state law specifies that building permits, subdivision maps or other projects may not be approved if they are not consistent with the Open Space Element. In addition, the Open Space Element also includes requirements for the dedication of land or payment of in-lieu fees to provide needed open space. These requirements can increase the cost of residential development. The sections relative to parks emphasizes preservation and recognizes the City's need to provide parks and recreation opportunities to meet the needs of the community.

NOISE

The purpose of the Noise Element is to identify the location and relative intensity of noise in the environment and to identify land use policies and other controls to restrict the exposure of sensitive receptors to excessive levels of ambient noise. Policies exist in the Noise Element which limit the development of residential land uses to areas of existing or projected noise level less than 60 dB(A). In areas where this is not possible, proposed residential uses are required to include noise attenuation features which reduce the level of interior ambient noise to a maximum of 45 dB(A). These policies will mitigate the impact of noise sources on residential development and create a more pleasant living environment in the City. However, they also decrease the land available for residential development and increase the cost of construction.

SAFETY

The Safety Element of the General Plan identifies hazards to public safety and appropriate mitigation measures to mitigate, to the fullest degree possible, the loss of property and life resulting therefrom. The Safety Element identifies hazards related to fire, geologic hazards, flooding, crime and storage of hazardous materials. The Safety Element identifies hazards resulting from earthquake activity, and appropriate mitigation measures. Finally, the Safety Element identifies and discusses areas subject to flooding and areas located within the 100-year flood plain. The effect of the Safety Element on the Housing Element is an indirect one related to the increase in cost of housing due to California Building Code requirements and the required mitigation measures.

Application and Flexibility of the Document

This Housing Element is a dynamic document that may be subject to change as a result of significant shifts in demographics and/or housing needs during the planning period. It is the intent of the City of Lakeport to achieve the fair share allocation and estimated quantified objectives through the implementation of some or all of the Housing Element programs, as deemed appropriate by the City staff and City Council. The City will monitor implementation on an annual basis and make appropriate adjustments as needed throughout the planning period. Specific possible programs are identified that would achieve the desired objectives; however, the City recognizes that funding and resource allocations may change over the planning period and other options may need to be explored to achieve the identified goals.

Community Participation

To be effective, housing policy must reflect the values and priorities of the community. Lakeport's Housing Element Update program included community outreach through a community-wide survey and a stakeholder survey (the initial public workshop was cancelled due to Covid-19 as discussed in Chapter 7 so a comprehensive survey effort was undertaken to

receive input representative of all segments of the community), one Planning Commission workshop, one Planning Commission public hearing, and one City Council public hearing and a 30-day review period for input from the public. During the public review period, the State Housing and Community Development Department (HCD) also reviewed the Housing Element Update. The surveys, public workshop, and public hearings were advertised through media releases to the local newspapers, postings on the City website, social media outlets (Facebook and Twitter), and phone calls and emails to community stakeholders, including service providers for special needs populations and housing advocates. Community participation efforts are described in detail in Chapter 7.

Future Housing Needs

HCD is required to allocate each region's share of the statewide housing need based on Department of Finance (DOF) population projections and regional population forecasts used in preparing regional transportation plans. HCD provided the Lake County/City Area Planning Council (APC) with the allocation for Lake County. The APC then allocated housing needs by income group to each jurisdiction: City of Clearlake, City of Lakeport, and the unincorporated county.

REGIONAL HOUSING NEEDS ALLOCATION

A Regional Housing Needs Allocation was developed by the APC in conformance with State requirements to address and allocate housing needs equitably. The intent of the RHNA is to ensure that local jurisdictions address not only the needs of their immediate areas but also accommodate their fair share of housing needs for all economic segments. The RHNA is developed to ensure that adequate sites and zoning are provided to address existing and anticipated housing demands during the planning period and that market forces are not inhibited in addressing the housing needs for all facets of a particular community.

In 2018, Lakeport was allocated a new construction need of 132 housing units in the Lake County Regional Housing Needs Plan adopted by the APC for the 2018 to 2027 period. Of the allocated housing units, 16 are identified for extremely low income households, 15 for very low income households, 21 for low income households, 21 for moderate income households, and 59 for above moderate income households. Table 1-1 provides the RHNA target for the planning period 2014 to 2019 for each of the five household income groups for the City of Lakeport.

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Table 1-1: Lakeport Regional Housing Needs Allocation 2018-2027

Income Ranges*	Allocated Units	Maximum Home Sale Price*	Max. Monthly Rent or Housing Cost*
Extremely Low Income** (up to \$25,750)	16	\$85,714	\$643
Very Low Income (\$25,751- \$32,400)	15	\$109,310	\$810
Low Income (\$32,401- \$46,300)	21	\$176,826	\$1,296
Moderate Income (\$46,301 - \$69,500)	21	\$265,115	\$1,943
Above Moderate (\$69,501 +)	59	\$265,115+	\$1,943+
TOTAL	132		

Source: APC, 2018

*Annual income ranges and associated rents/housing costs are based on a four-person household. Assumes \$3,000 downpayment for extremely low, \$5,000 down payment for very low, \$10,000 down payment for low, and \$15,000 downpayment for moderate. Assumed 3.5% closing costs, 30-year loan with 5% interest rate, and monthly housing costs (utilities, taxes, etc.) at 8.5% of monthly income.

**Extremely low income is half of the Very Low Income allocation

Sources

Multiple sources of information have been used to document recent demographic and housing trends in Lakeport. The primary source of information was the Lake County 6th Cycle Housing Element Data Package prepared by HCD. Data from the 2000 and 2010 U.S. Census, and the U.S. Census American Community Survey (ACS) tabulations were used for comparative purposes for many of the tables in this report. Other sources of data include the State Department of Finance (DOF) population, household, and housing projections for 2019, Employment Development Department (EDD) labor and employment data, and information from the APC, Lake County Association of Realtors, other elements of the General Plan, and various other data resources.

CHAPTER TWO - EVALUATION OF THE 2014 HOUSING ELEMENT

Accomplishments under the 2014 Housing Element are evaluated in this chapter in order to determine the effectiveness of the previous housing element, the City's progress in implementing the 2014 Housing Element, and the appropriateness of the housing goals, objectives, and policies. This evaluation is conducted pursuant to Government Code Section 65588.

Effectiveness of the Previous Housing Element

The 2014 Housing Element program strategy focused on the accomplishment of policies and implementation of programs in support of four goals. Each goal and associated policies are identified below; programs that support each policy are identified in parentheses following the policy. Table 2-1 summarizes the housing production during the planning period in comparison to the City's regional housing need allocation for each income group. Table 2-2 summarizes the implementation programs associated with each goal and, where applicable, the quantified objectives associated with the implementation programs. Table 2-2 also identifies whether each implementation program was implemented, the result, if it was successful, and whether it should be kept, modified, or removed in this update to the Housing Element.

Goal 1: Conserve and Improve Lakeport's Existing Neighborhoods and Housing Supply

- Policy 1A** The City shall encourage the maintenance and improvement of its residential areas.
- Policy 1B** The City shall encourage the preservation of its affordable housing supply, including extremely low, very low, and low income units, through regulation of condominium and mobile home park conversions, proactive noticing of at-risk units, and seeking funding to retain and improve lower income units.
- Policy 1C** The City shall discourage conversion of housing to non-residential uses, unless there is a finding of clear public benefit and equivalent housing can be provided for those who would be displaced by the proposed conversion.
- Policy 1D** The City shall require developers to provide relocation assistance to residents displaced from mobile home parks converted to other uses.

Goal 2: Facilitate and Encourage Development of Housing to Meet the Regional Housing Needs Allocations

- Policy 2A** The City shall encourage additional housing to meet the City's Regional Housing Need Allocations by maintaining an inventory of adequate sites to meet the City's housing needs, by actively encouraging and assisting the construction of multifamily housing, by promoting a range of housing types, and by encouraging utilization of density bonuses in support of affordable housing.
- Policy 2B** The City shall pursue county, state and federal programs and funding sources that provide housing opportunities for extremely low, low, and moderate-income households.
- Policy 2C** The City shall facilitate the development of residential uses in existing and new commercial areas where the viability of the commercial activities would not be adversely affected.

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- Policy 2D** The City shall continue to facilitate the construction of second dwelling units and permit accessory residential units by right in the R-1 zoning district.
- Policy 2E** The City shall retain its Housing Specialist staff position or provide a comparable position.
- Policy 2F** The City shall expedite processing of affordable housing projects.
- Policy 2G** Encourage developers of lower income and special needs housing to use available incentives, including the City's density bonus ordinance.

Goal 3: Expand Housing Opportunities for the Elderly, the Handicapped, Households with Very-Low to Moderate Incomes and for Persons with Special Housing Needs

- Policy 3A** The City shall encourage and facilitate housing types and programs for senior citizens, the disabled, including developmentally disabled, large families, and other groups identified as having special housing needs.
- Policy 3B** The City shall continue to encourage the development and expansion of housing opportunities for the elderly and disabled through techniques such as smaller unit sizes, reduced fees (water/sewer) for smaller units, parking reduction, common dining facilities, and fewer but adequate amenities.
- Policy 3C** The City shall facilitate housing opportunities for the homeless and households at-risk of homelessness, including allowing emergency shelters in specified zone(s) and maintaining an inventory of adequate sites to accommodate homeless housing needs.
- Policy 3D** The City shall work with private, county, and state agencies to provide emergency housing for the homeless.
- Policy 3E** The City shall require developers using public or tax-exempt financing to include language in agreements with the City permitting persons and households eligible for HUD Section 8 rental assistance or similar assistance to apply for below market rate units provided in the development.
- Policy 3F** The City shall continue to identify and provide incentives to encourage development of extremely low income, senior, disabled, large family, and other special needs housing types.

Goal 4 - Promote Housing Opportunities for All Persons Regardless of Race, Age, Marital Status, Ancestry, National Origin or Color

- Policy 4A** The City shall actively support fair housing opportunities for all persons regardless of race, sex, marital status, ancestry, national origin, or color.
- Policy 4B** The City shall encourage and support public participation in the formulation and review of the City's housing and development policies.
- Policy 4D** The Planning Commission and City Council shall annually review progress in implementing the Housing Element including the progress in achieving its objectives and meeting its share of regional housing needs.

The 2014 Housing Element provided clear direction and support for the City's efforts to rehabilitate existing housing, encourage new housing affordable to a range of income levels, providing housing for special needs groups, remove constraints to housing where appropriate, and encourage fair housing opportunities. The City continues to be affected by the Great Recession, including a continued slump in market rate development and a slow recovery from significantly reduced property values and consumer spending. A detailed description of the effectiveness of each program is described in Table 4-2. It is recognized that the City has continued to make every effort to support affordable housing and to assist households in need, with much of the City's efforts expended to address multiple disasters that occurred during the planning period which affected the City's revenues, expenditures, and staffing, including significant flooding in 2017, which displaced 42 households and caused significant damage, flooding in 2019, which caused further damage, and two separate regional wildfires, the River and Ranch Fires, that resulted in citywide evacuations during 2018.

In summary, the City's accomplishments during the 5th Housing Element cycle included:

- Development of 24-unit Martin Street Apartments, with 18 very low, 5 low, and 1 moderate (manager's unit) and units for large households, including streamlining and expediting approvals (General Plan Amendment, rezone, and design review) and successful HOME grant (2015) to provide financial assistance;
- Entitling, permitting, and assistance with securing funding for the 48-unit Martin Street Apartments II, with including streamlining and expediting approvals (General Plan Amendment, design review);
- 10 new single family units, including a mobile home affordable to a very low income household, 1 home affordable to moderate income households, and the remaining units affordable to above moderate income households;
- Rehabilitation of 1 low income units;
- Weatherization assistance to 2 very low income households;
- Assistance to 1 low income first time homebuyer;
- Upgrades to the City's water and sewer system to increase reliability and provide additional capacity;
- A 2018 CDBG Planning and Technical Assistance grant for \$100,000 to design street and stormwater improvements to assist in the rehabilitation and improvement of the Forbes Creek neighborhood, an area identified as having aging housing and infrastructure conditions in need of revitalization and investment;
- Rezoned and approved a tentative subdivision map for 5.39 acres from R-5 to R-1, while this rezone reduced the potential density on the site, the site had been approved for a 95-lot single-family subdivision (Victorian Village). Only the first phase (14 lots) of Victorian Village was recorded and the lots to accommodate the remaining units were never recorded due to lack of demand and the constraints associated with a significant portion of the site being located within the 100-year flood zone. It is anticipated that the three residential

2. EVALUATION OF THE 2014 HOUSING ELEMENT

parcels provided by the rezone and associated tentative subdivision map will encourage the marketing of smaller, more manageable phases of development and help provide additional market-rate single family homes, which have been a difficult product for developers to market and sell in the City despite the availability of finished single family lots; and

- Processing City-initiated rezones to address General Plan and zoning consistency. Rezones will not remove any sites from the R-3 district and include 6.4 acres identified for rezoning to R-3 district to accommodate multifamily development at 29.0 units per acre:
 - o 520 Smith Street (3.4-acre underutilized site with single family home), and
 - o 1320 11th Street (3.0 acres of the 5.5-acre site which currently has a single family home).

RHNA PROGRESS

During the 2014-2019 period, 1 mobile home affordable to very low income households, 9 single family homes, and 24 multifamily units (including 18 very low, 5 low, and 1 moderate (manager's unit) units) were constructed.

Table 2-1: Comparison of RHNA to Housing Production

Category	Very Low	Low	Moderate	Above Moderate	TOTAL
RHNA - 5th Cycle	34¹	22	27	64	147
Units Constructed (2014-2019)	19 ²	5	1	9	34

¹Includes 17 extremely low income units

SHORTCOMINGS OF THE PREVIOUS HOUSING ELEMENT

The 2014 Housing Element was very effective. The City implemented policies and programs as discussed below. While the City continued to have limited staffing and funding, housing production increased and the City continued to accommodate and encourage housing. The City did not complete several programs, as discussed in Table 4-2. Where these programs continue to be necessary and applicable, the programs are revised to encourage better implementation in the 6th Cycle.

It is noted that market-rate single-family housing production continues to occur at a very slow pace. This reflects market conditions rather than a shortcoming of the Housing Element, as demonstrated by the slow pace of single family development despite over 35 finished residential lots (13 in Parkview, 10 in Victorian Village, 9 in the Fairview/Forest/Robles neighborhood, 3 on Alden Lane) available in existing subdivisions as well as over 40 infill lots throughout the central area of the City that have been available for individual single family homes for the previous two Housing Element cycles but have not been developed. While the Housing Plan includes a program to encourage market rate development, the City already has quick permitting times and low impact fees and no significant constraints to the development of single family housing.

Appropriateness of Housing Goals, Policies, and Programs

Table 2-2 identifies the effectiveness of the City’s housing goals, policies, and associated implementation programs. Based on this review, 13 programs will be kept in this Housing Element, two programs will be eliminated, and three programs will be modified as described in Table 2-2. See Chapter 6 for the goals, policies, and programs of this Housing Element.

The current goals, policies, and programs continue to be appropriate to address the City’s housing needs. Many programs have been implemented and will be removed from the Housing Element. Programs that have been successful will continue to be implemented.

In some cases, there were not adequate staff or funding resources to implement various programs following the adoption of the 2014 Housing Element. Some of these programs will be implemented concurrently with the adoption of this Housing Element or as funding is available. The remaining programs will be implemented during the 6th Cycle planning period.

The Housing Plan, which consists of the goals, policies and implementation measures within the Housing Element, will be revised to update the goals, policies, and programs to reflect the changes identified in Table 2-2. This will ensure that the policies that the City will use to guide its decision-making and the measures that the City will implement to achieve its goals and carry out policies will continue to be effective and appropriate.

2. EVALUATION OF THE 2014 HOUSING ELEMENT

Table 2-1: Effectiveness and Appropriateness of 2014 Housing Element Policies and Programs

POLICY / IMPLEMENTATION PROGRAM	QUANTIFIED OBJECTIVES	ACCOMPLISHMENTS	KEEP, ELIMINATE, OR MODIFY FOR THE NEW HOUSING ELEMENT?
GOAL 1: CONSERVE AND IMPROVE LAKEPORT'S EXISTING HOUSING SUPPLY			
<p><u>1-1 Maintain Existing Residential Zoning:</u> Retain existing residential zoning and discourage non-residential uses in these zones. Maintain zoning limitations on non-residential uses and home occupations.</p>	<p>Maintain residential zones. No quantified objectives.</p>	<p>This program has been successful in maintaining residential zoning. The City has continued to limit non-residential uses on residential lands and has approved minimal rezones to non-residential uses. In 2018, the City initiated rezoning on two sites to increase the areas designated for high density residential uses and also approved an applicant-initiated General Plan Amendment in 2017 to accommodate two multifamily projects.</p>	<p><input checked="" type="checkbox"/> Keep Program <input type="checkbox"/> Eliminate Program <input type="checkbox"/> Modify Program</p>
<p><u>1-2 Housing Rehabilitation Program.</u> Continue and expand the City's Housing Rehabilitation Program, which provides assistance to extremely low, very low, and low income units, including lower income households with special needs, through the following activities:</p> <ul style="list-style-type: none"> • Continue to provide a dedicated staff position which administers and implements the Housing Rehabilitation Program, as well as other housing programs. • Submit applications, when warranted, to appropriate funding sources (CDBG, HOME, and other programs) to increase program funding. Use associated administration funds to maintain staff support and increase program support, if necessary. • Community Development and Housing staff shall coordinate to identify areas of the City with a high incidence of homes with deferred maintenance and target these areas for code enforcement. • Continue to make program pamphlets available at City Hall, the public library, other public 	<p>Code enforcement – 15 units/year; Housing rehabilitation – 5-10 rehabilitation loans/year</p>	<p>This program continues to be successful, although fewer homes were rehabilitated than planned. Due to budget constraints, the City's was not able to maintain a dedicated Housing Specialist position to oversee the City's housing programs but plans to reestablish the position and program once the City has an adequate increase in dedicated housing funds.</p> <p>The City continues to conduct code enforcement as needed and connects home owners in need of assistance with the City's housing staff in order to assist with rehabilitation and emergency improvements.</p> <p>During the Housing Element cycle, the City focused its grant funding on supporting new affordable multifamily development to meet the urgent need for adequate affordable housing. Applications for housing rehabilitation assistance were low and the City funded three rehabilitation projects for very low and low income households. The City is seeking CDBG funding as part of the 2020 funding cycle to re-implement the City's housing rehabilitation program.</p> <p>The City makes program information readily available to the public, has had success with public outreach, and targets program assistance to housing exhibiting need for</p>	<p><input checked="" type="checkbox"/> Keep Program <input type="checkbox"/> Eliminate Program <input type="checkbox"/> Modify Program</p>

Table 2-1: Effectiveness and Appropriateness of 2014 Housing Element Policies and Programs

POLICY / IMPLEMENTATION PROGRAM	QUANTIFIED OBJECTIVES	ACCOMPLISHMENTS	KEEP, ELIMINATE, OR MODIFY FOR THE NEW HOUSING ELEMENT?
<p>facilities, and on the City's website.</p> <ul style="list-style-type: none"> Distribute program information in conjunction with continuing building code enforcement. 		<p>rehabilitation.</p> <p>The City also secured funds to make improvements to the Forbes Creek neighborhood, which has been targeted for revitalization and investment.</p>	
<p><u>1-3 Capital Improvement Program</u>: Identify priorities for capital improvements in the City's older residential neighborhoods, including street maintenance, curbs, gutters, and sidewalks, storm drainage facilities, and street lighting. Where improvements are identified in lower income areas, seek state funding for the improvements. Update the City's Capital Improvement Program (CIP) to include capital improvements that are identified as a high priority and to ensure that areas needing improvement are scheduled for funding at a specific time in the future.</p>	<p>3 capital improvement projects in aging neighborhoods</p>	<p>This program has been successful. Through the Capital Improvement Program, the City has continued to complete capital improvement projects in aging neighborhoods. The City together with the County and regional transportation organization, Lake Area Planning Council (Lake APC), recently completed a countywide pedestrian needs study which documents existing pedestrian infrastructure and prioritizes where needed improvements is necessary. The City is using the study as part of Capital Improvement Project planning with a focus of integrating ADA and general sidewalk improvements with all ongoing roadway improvement projects. This included improvements to ADA parking on Third Street, and sidewalk improvements along Second and Sixteenth streets associated with scheduled road maintenance activities. Additionally, the City in partnership with Lake APC also completed a Multimodal Access Study for the entire Eleventh Street Corridor, a principal gateway corridor in the City addressing pedestrian, bicycle and transit operations and is implementing the study's recommendations through the Hartley Street sidewalk improvements projected funded through a Caltrans Active Transportation grant. The City plans to continue seeking available funds to continue implementing the study's recommendations.</p> <p>The City is also currently addressing infrastructure deficiencies in the Forbes Creek neighborhood, which includes infrastructure improvements funded through a 2018 CDBG grant. This program has been successful and continues to be appropriate to support investment in the City's older neighborhoods to maintain and improve</p>	<p><input checked="" type="checkbox"/> Keep Program</p> <p><input type="checkbox"/> Eliminate Program</p> <p><input type="checkbox"/> Modify Program</p>

2. EVALUATION OF THE 2014 HOUSING ELEMENT

Table 2-1: Effectiveness and Appropriateness of 2014 Housing Element Policies and Programs

POLICY / IMPLEMENTATION PROGRAM	QUANTIFIED OBJECTIVES	ACCOMPLISHMENTS	KEEP, ELIMINATE, OR MODIFY FOR THE NEW HOUSING ELEMENT?
		infrastructure and community facilities.	
<p>1-4 Conversion of Affordable Units: Conserve affordable units through the following activities:</p> <ul style="list-style-type: none"> • When an affordable housing development is at-risk of converting, assist the owners in identifying resources, including funding, for the continued provision of affordable units. • Upon receipt of notice of a proposed conversion of assisted affordable housing, the City will contact qualified entities and encourage their involvement in the acquisition of the units. • Tenant Education - The City will work with tenants of at-risk units and provide them with education regarding tenant rights and conversion procedures. The City will also provide tenants in at-risk projects information regarding Section 8 rent subsidies through HUD (special vouchers for existing tenants in Section 8 projects), the Housing Authority, and other affordable housing opportunities in the City. 	Preservation of 25 affordable units.	While no at-risk housing units began the process of converting from affordable to market rate during the planning period and it is anticipated that the City’s potential at-risk units will remain affordable, this program remains appropriate to continue addressing the potential for at-risk units in the City to convert to market rate.	<input checked="" type="checkbox"/> Keep Program <input type="checkbox"/> Eliminate Program <input type="checkbox"/> Modify Program
<p>1-5 Energy Conservation Retrofit: Encourage and assist in implementing energy conservation measures including, but not limited to, weatherization, siding, and dual pane windows in conjunction with housing rehabilitation programs. Coordinate with North Coast Energy Services to provide weatherization improvements, where applicable.</p>	5 units/year	During this reporting period the City adopted the 2019 California Building Code. The City plans to seek grant funding through the 2020 CDBG NOFA for housing rehabilitation funding with an emphasis on addressing critical deferred maintenance related projects for low income households which includes energy conservation upgrades. While the City no longer has a dedicated staff person administering housing programs, the City’s housing rehabilitation program did provide energy efficiency and weatherization improvements to several units during the planning period and the City continues to coordinate with North Coast Energy Services to provide weatherization	<input checked="" type="checkbox"/> Keep Program <input type="checkbox"/> Eliminate Program <input type="checkbox"/> Modify Program

Table 2-1: Effectiveness and Appropriateness of 2014 Housing Element Policies and Programs

POLICY / IMPLEMENTATION PROGRAM	QUANTIFIED OBJECTIVES	ACCOMPLISHMENTS	KEEP, ELIMINATE, OR MODIFY FOR THE NEW HOUSING ELEMENT?
		<p>improvements. North Coast Energy Services assisted with multiple energy improvements, including water heater tank replacements, during the planning period.</p> <p>Private property owners also undertook significant energy conservation improvements, including roofing, window replacement, HVAC replacement, and solar energy systems and battery packs. The City saw a strong increase in solar energy systems occurring in the latter half of the planning period and continues to encourage such measures. This program continues to be appropriate. See Program 2-3 for a discussion of energy conservation related to new development.</p>	
GOAL 2: FACILITATE AND ENCOURAGE DEVELOPMENT OF HOUSING TO MEET THE REGIONAL HOUSING NEEDS ALLOCATIONS			
<p><u>2-1 Below Market Rate Units:</u> Consider adoption of a below market rate (BMR) housing program. The BMR program may be in the form of a development impact fee or an ordinance that requires developers of residential developments to dedicate a portion of their units at rents or purchase prices affordable to very low, low, and moderate income households. The program should be reviewed for conformance with the California Mitigation Fee Act and should establish the nexus between new housing development and the BMR requirement. In determining whether a BMR program is appropriate, the City should consider whether a BMR program would unduly constrain the development of market rate housing, the anticipated effectiveness of a BMR program, and the potential cost of implementing a BMR program. The program may:</p> <ul style="list-style-type: none"> Identify a specific percentage of very low, low, 	<p>Revision to Zoning Ordinance; approval of a specified percentage of affordable units based on market rate units approved from October 2011 through 2014</p>	<p>This program has not been implemented due to the downturn in the housing market and limited staffing resources. However, there have not been any large single family developments approved since 2009 and it is not anticipated that this program would have yielded any affordable housing. It is noted that the City adopted updates to its density bonus provisions which provided for additional incentives for affordable housing and the City entitled 72 affordable housing units during the planning period.</p>	<p><input type="checkbox"/> Keep Program</p> <p><input checked="" type="checkbox"/> Eliminate Program</p> <p><input type="checkbox"/> Modify Program</p> <p>The program will be removed as the City has had very limited market-rate housing produced during the planning period and the previous planning period and this type of program could further constrain affordable housing production. Further, the City has had significant success in facilitating affordable housing without the assistance of this program.</p>

2. EVALUATION OF THE 2014 HOUSING ELEMENT

Table 2-1: Effectiveness and Appropriateness of 2014 Housing Element Policies and Programs

POLICY / IMPLEMENTATION PROGRAM	QUANTIFIED OBJECTIVES	ACCOMPLISHMENTS	KEEP, ELIMINATE, OR MODIFY FOR THE NEW HOUSING ELEMENT?
<p>and moderate income units,</p> <ul style="list-style-type: none"> • Allow for the development of units off-site, • Allow for the contribution of in-lieu fees of comparable value, • Allow alternative measures, such as preservation of units converting from affordable to non-affordable or purchase of existing vacant housing and conversion to affordable housing, and • Provide density bonus or other incentives to projects that construct the BMR units rather than pay inlieu fees. 			
<p><u>2-2 Affordable Housing Resources:</u> Encourage the interest of development community, including Rural Communities Housing Development Corporation, in providing additional affordable housing and seek additional affordable housing resources through, for example, developer agreements, mortgage revenue bonds, tax credits, and the California Housing Rehabilitation Program. This program shall include the following actions:</p> <ul style="list-style-type: none"> • Regularly contacting housing stakeholders group, including affordable housing developers, to identify potential housing projects, including affordable new construction, special needs housing, and first time homebuyer assistance, and prioritize potential funding efforts. • Provide interested developers and other potential housing partners with information regarding affordable housing resources and incentives (include information from Program 2 -1 and Zoning Ordinance Chapter 17.39) and provide 	<p>2 applications for funding for affordable new housing construction projects; 40 new affordable units</p>	<p>This program has been successful in supporting development of two affordable housing projects. Martin Street Apartments was completed in 2019 and provides 24 units affordable to the extremely low, very low, and low income groups and includes three bedroom units appropriate for large families. Martin Street Apartments II was entitled and received building permits during the planning period and will provide 48 units affordable to the extremely low, very low, and low income groups and includes three bedroom units appropriate for large families. The City streamlined the review and approval of these projects, including fast-tracking a General Plan Amendment and rezone necessary to allow the multifamily uses, and assisted with procuring HOME and LIHTC funding. The City continues to make information available regarding its affordable housing resources and incentives, both through a brochure and information on the City’s website.</p>	<p><input checked="" type="checkbox"/> Keep Policy</p> <p><input type="checkbox"/> Eliminate Policy</p> <p><input type="checkbox"/> Modify Policy</p>

Table 2-1: Effectiveness and Appropriateness of 2014 Housing Element Policies and Programs

POLICY / IMPLEMENTATION PROGRAM	QUANTIFIED OBJECTIVES	ACCOMPLISHMENTS	KEEP, ELIMINATE, OR MODIFY FOR THE NEW HOUSING ELEMENT?
<p>the brochure to applicants interested in affordable and/or multifamily housing, and</p> <ul style="list-style-type: none"> • Seek funding or support funding applications that would provide new affordable units, including extremely low income units. 			
<p><u>2-3 Energy Conservation:</u> Continue and expand the City's encouragement of alternative design for energy conservation by regularly updating brochures and information regarding City policies and programs, particularly as they pertain to affordable housing. Policies C.5.1, C.5.2, C.6.1, and C.6.2 and associated programs in the Conservation Element provide direction and implementation measures for energy efficiency and conservation.</p>	Fact Sheet	<p>The City provides a fact sheet detailing available water efficiency conservation measures and provides information regarding green building measures, which address energy efficiency as well as other sustainability measures. This information is available at City Hall and on the City's website. Energy efficient units consistent with building code requirements (CalGreen/Title 24) and the subdivision ordinance are required in all new developments. Martin Street Apartments was developed as an energy-efficient project, designed to meet CalGreen requirements and include energy-saving appliances and features. This has been a successful policy, as shown by the energy efficient new development as well as the weatherization/energy-efficiency improvements (window replacements, water heater replacements, solar energy panel installation, battery packs, etc.) made by private households during the planning period. The City will continue to prepare fact sheets and provide information on recommended water and energy conservation measures and available resources, such as PG&E rebates and loans, for property owners to make energy-efficient improvements.</p>	<input checked="" type="checkbox"/> Keep Program <input type="checkbox"/> Eliminate Program <input type="checkbox"/> Modify Program

2. EVALUATION OF THE 2014 HOUSING ELEMENT

Table 2-1: Effectiveness and Appropriateness of 2014 Housing Element Policies and Programs

POLICY / IMPLEMENTATION PROGRAM	QUANTIFIED OBJECTIVES	ACCOMPLISHMENTS	KEEP, ELIMINATE, OR MODIFY FOR THE NEW HOUSING ELEMENT?
GOAL 3: EXPAND HOUSING OPPORTUNITIES FOR THE ELDERLY, THE HANDICAPPED, HOUSEHOLDS WITH VERY-LOW TO MODERATE INCOMES AND FOR PERSONS WITH SPECIAL HOUSING NEEDS			
<p><u>3-1 Removal of Constraints to Housing for Special Needs Groups</u>: Continue to assess and update the Zoning Ordinance, Municipal Code, and City procedures to remove constraints and address changes in state law, particularly regarding housing for special needs groups, including seniors, the disabled (consistent with requirements of SB 520), large families, farmworkers, and homeless.</p>	None quantified.	<p>This has been a successful policy, with many updates to the Zoning Ordinance to address housing needs (residential care, emergency shelters, increased incentives for affordable special needs housing, and reasonable accommodation for persons with disabilities) were adopted concurrently with the 2014 Housing Element. The City will continue to review and amend the Zoning Ordinance to address housing for special needs groups. During the planning period, the City undertook a review of the Zoning Ordinance and Zoning Map to identify potential revisions to further accommodate the City's housing needs and identified several parcels appropriate for R-3 zoning. The rezone effort for these parcels is currently in process. As part of this Housing Element Update, the City has identified several additional changes to the Zoning Ordinance, as described in Chapter 6.</p> <p>This program continues to be appropriate to support the review of City requirements and regulations and removal of constraints, when identified.</p>	<input checked="" type="checkbox"/> Keep Program <input type="checkbox"/> Eliminate Program <input type="checkbox"/> Modify Program
<p><u>3-2 Special Needs Housing Coordination</u>: Assist other agencies serving Lakeport to address special needs housing, as needed and feasible. Provide a handout that identifies available housing programs for lower income households and special needs groups and make the handout available at City Hall, the library, and the City website.</p>	None quantified.	<p>The City coordinates with other agencies and housing developers to encourage development of housing and provision of services for lower income households and special needs groups. The City has partnered with Lake County and the City of Clearlake through the Lake Economic Development Corporation (Lake EDC) to provide special housing assistance to various special needs groups. This includes the administration of the USDA Rural and Single Family Home Loan Program and Rural Home Loans Direct Program. Additionally, Lake EDC regularly hosts housing fairs throughout the County targeting developers of affordable housing, most specifically farmworker housing.</p>	<input checked="" type="checkbox"/> Keep Program <input type="checkbox"/> Eliminate Program <input type="checkbox"/> Modify Program

Table 2-1: Effectiveness and Appropriateness of 2014 Housing Element Policies and Programs

POLICY / IMPLEMENTATION PROGRAM	QUANTIFIED OBJECTIVES	ACCOMPLISHMENTS	KEEP, ELIMINATE, OR MODIFY FOR THE NEW HOUSING ELEMENT?
		The City has continued to provide information regarding its available housing programs on the City's website and provides various housing-related brochures at City Hall. This program continues to be appropriate.	
<p><u>3-3 Incentives for Extremely Low Income, Senior, Disabled, Large families, and Special Needs Housing:</u> Continue to provide incentives for special needs housing and extremely low income housing, prioritizing development of extremely low income housing. Housing for extremely low income households, including Single Room Occupancy, shared housing, and housing with supportive services, will be incentivized through expedited development processing, density bonuses, and a reduction in development standards, such as lot coverage, parking, and/or setbacks (see Zoning Ordinance Chapter 17.39). Senior and disabled housing can be incentivized through flexible parking, setback, lot coverage and other standards, where found to be consistent with maintaining the character of the surrounding neighborhood. Large family housing (three or more bedrooms) can be incentivized through reduced setbacks or a density bonus for projects, particularly multifamily, with 20 percent or more large units.</p>	None quantified.	<p>In 2014, following the completion of this Housing Element, the City of Lakeport adopted Ordinance 891 adding Chapter 17.39 to the Zoning Ordinance providing density bonuses and development standard reductions (parking, setbacks, lot coverage, etc.) to qualifying development proposals including low income, senior and other special needs housing proposals. This Ordinance has been utilized for several development projects including the Martin Street Apartments Phase I & II. The City provided various incentives for the Martin Street Apartments and Martin Street Apartments II, including expedited processing and assistance with obtaining HOME and LIHTC funding. Both projects provide large family units and Martin Street Apartments II will include units affordable to extremely low income housing.</p> <p>This program continues to be appropriate to support the City's housing needs and will be continued.</p>	<input checked="" type="checkbox"/> Keep Program <input type="checkbox"/> Eliminate Program <input type="checkbox"/> Modify Program
<p><u>3-4 Seek Site and Funding for Affordable Housing:</u> Identify several parcels of land suitable for an affordable housing project, considering sites that may be appropriate for affordable family housing, special needs housing, and/or senior housing funded by a HUD 202 or a similar program. Contact developers to identify interest in developing an affordable housing project, with emphasis on housing that includes units to accommodate</p>	None quantified.	<p>A site was located and the City worked to facilitate the General Plan designation and rezoning of the site to support multifamily development. The City's efforts resulted in the development of the 24-unit Martin Street Apartments and the 48-unit Martin Street Apartments II which are currently under construction. The City is continuing to work with this developer to begin the land use entitlement process for an affordable senior housing project.</p> <p>In addition, the City is in the process of rezoning additional</p>	<input checked="" type="checkbox"/> Keep Program <input type="checkbox"/> Eliminate Program <input type="checkbox"/> Modify Program

2. EVALUATION OF THE 2014 HOUSING ELEMENT

Table 2-1: Effectiveness and Appropriateness of 2014 Housing Element Policies and Programs

POLICY / IMPLEMENTATION PROGRAM	QUANTIFIED OBJECTIVES	ACCOMPLISHMENTS	KEEP, ELIMINATE, OR MODIFY FOR THE NEW HOUSING ELEMENT?
extremely low income and/or special needs households, and, if there is interest, facilitate obtaining funding and construction of the affordable housing.		sites to accommodate R-3 densities. The City also partners with Community Development Services through the Lake EDC to actively solicit potential housing developers in Lake County. This program will be revised to support the City’s current rezoning effort and continues to be appropriate to support the City’s housing needs.	
<u>3-5 Seek Available Funding:</u> Seek and aggressively pursue available State and Federal assistance for City and non-profits (CDBG, HOME, etc.) to develop affordable housing for seniors, large-families, households with children, and others with specialized housing needs when there is a request from a developer for an affordable housing project appropriate for the City. If no new affordable housing construction projects are identified, the City will pursue funding for First Time Homebuyer, housing rehabilitation, and other programs that will provide housing assistance but may not result in the development of housing for special needs groups.	None quantified.	This program has been very successful. The City is currently partnered with Community Development Services through the Lake Economic Development Corporation to actively solicit potential housing developers in Lake County. Community Development Services has sponsored several housing fair’s over the past two years. Additionally, the City has had great success over the past few years in obtaining HOME, CDBG and TCAC funding to support the construction of 72 affordable housing units and other supportive infrastructure, including the 2018 CDBG funding for off-site development improvements such as sidewalk and sewer, in support of the Martin Street Apartments development. The City also intends to apply for funding through the 2020 CDBG NOFA to re-establish its housing rehabilitation program and address critical deferred maintenance issues such as re-roofing and weatherization activities which currently threaten the overall health of the City’s existing housing stock.	<input checked="" type="checkbox"/> Keep Program <input type="checkbox"/> Eliminate Program <input type="checkbox"/> Modify Program
<u>3-6 Farmworker Housing:</u> Monitor population increases within the City during elevated farming seasons. If un-housed issue identified, pursue partnership with County to address documented need.	None quantified.	The City monitors special needs populations, including farmworkers, to the extent information is available. There has not been an increase in farming activities in the city and no new farmworker housing needs were identified. The City is currently partnered with Community Development Services through the Lake EDC to actively solicit potential housing developers in Lake County, including providers of farmworker housing.	<input type="checkbox"/> Keep Program <input type="checkbox"/> Eliminate Program <input checked="" type="checkbox"/> Modify Program How? This program will be revised to provide general support for

Table 2-1: Effectiveness and Appropriateness of 2014 Housing Element Policies and Programs

POLICY / IMPLEMENTATION PROGRAM	QUANTIFIED OBJECTIVES	ACCOMPLISHMENTS	KEEP, ELIMINATE, OR MODIFY FOR THE NEW HOUSING ELEMENT?
			farmworker housing and to coordinate with Lake EDC and affordable housing developers to identify opportunities for farmworker housing development.
<p><u>3-7 Group Homes:</u> Revise the Zoning Ordinance to address approval of group homes pursuant to state law including, but not limited to, Health and Safety Code 1267.8 requiring to specify siting and permit requirements for small group homes, including maximum spacing for specific facilities, intermediate care facilities for the developmentally disabled, serving six or fewer persons in any residential zone. Clearly stated requirements for approval of group homes will give greater certainty to an applicant and remove an impediment to fair housing choice for elderly, disabled or persons with special needs.</p>	Zoning Ordinance Revisions	This program has been implemented and the Zoning Ordinance provides for approval of group homes (residential care homes) in accordance with the requirements of State law.	<input type="checkbox"/> Keep Program <input checked="" type="checkbox"/> Eliminate Program <input type="checkbox"/> Modify Program This program will be removed as it has been implemented.
<p><u>3-8 Maintain Ongoing Estimates of the Demand for Emergency Housing.</u> Consult annually with local churches, North Coast Opportunities, other service providers and the County's Social Services Department to maintain ongoing estimates of the demand for emergency housing. Include findings in the annual report prepared under Program 4-2.</p>	Annual Report	This program has been successful and the City works regularly with service providers to identify the demand for emergency housing. The City has participated in annual coordination to document homeless needs and services, including the review of services/beds and Point in Time surveys, to ensure that the City's homeless population and associated needs are monitored. The City of Lakeport has also worked with local non-profit homeless advocates to provide of a community warming center. This program continues to be appropriate.	<input checked="" type="checkbox"/> Keep Program <input type="checkbox"/> Eliminate Program <input type="checkbox"/> Modify Program

2. EVALUATION OF THE 2014 HOUSING ELEMENT

Table 2-1: Effectiveness and Appropriateness of 2014 Housing Element Policies and Programs

POLICY / IMPLEMENTATION PROGRAM	QUANTIFIED OBJECTIVES	ACCOMPLISHMENTS	KEEP, ELIMINATE, OR MODIFY FOR THE NEW HOUSING ELEMENT?
<p><u>3-9 Reasonable Accommodation for Persons with Disabilities.</u> Establish reasonable accommodation procedures to provide exception in zoning and land-use for housing for persons with disabilities protected under fair housing law. This will include, but not be limited to, procedures to address accessibility improvements, including the installation of ramps, walkways, grab bars, raised counters, and lighting, and shall identify improvements that are exempt from building permit requirements. Reasonable accommodation will be permitted through a ministerial process, provided: 1) the requested accommodation would not impose an undue financial or administrative burden on the City, and 2) the requested accommodation would not require a fundamental alteration in the nature of the City's land-use and zoning program.</p> <p>The City shall prepare handouts to provide information to all interested parties regarding accommodations in zoning, application of building codes, and permit processes for persons with disabilities.</p>	Municipal Code Revisions	The City of Lakeport adopted Ordinance 893 in conjunction with the approval of the 2014 Housing Element adding Chapter 17.40, Reasonable Accommodation for Persons with Disabilities to the Zoning Ordinance. The component of this program providing for dissemination of information regarding City processes to accommodate persons with disabilities remain relevant and should be kept in the Housing Element.	<input type="checkbox"/> Keep Program <input type="checkbox"/> Eliminate Program <input checked="" type="checkbox"/> Modify Program This program will be modified to remove the requirement to establish reasonable accommodation procedures, as that portion of the program has been implemented and is no longer needed.
GOAL 4: PROMOTE HOUSING OPPORTUNITIES FOR ALL PERSONS REGARDLESS OF RACE, AGE, MARITAL STATUS, ANCESTRY, NATIONAL ORIGIN, OR COLOR			
<p><u>4-1 Equal Housing Opportunity:</u> Facilitate equal housing opportunity by continuing to designate the Community Development Director as the City's Equal Opportunity Coordinator. The City's Equal Opportunity Coordinator shall refer complaints to the State Department of Fair Employment & Housing for investigation and resolution of complaints. Information regarding equal housing opportunity laws and the City's Equal Housing Opportunities Coordinator shall be prepared and</p>	Annual Report	No complaints have been received. The City provides information regarding fair housing laws at City Hall. The City also partners with Lake EDC to support housing services and fair housing and has participated in several housing fairs over the past three years, which have assisted in educating the community about fair housing laws and rights.	<input type="checkbox"/> Keep Program <input type="checkbox"/> Eliminate Program <input checked="" type="checkbox"/> Modify Program This program will be modified to have the City's Equal Housing Opportunity Coordinator refer complaints to

Table 2-1: Effectiveness and Appropriateness of 2014 Housing Element Policies and Programs

POLICY / IMPLEMENTATION PROGRAM	QUANTIFIED OBJECTIVES	ACCOMPLISHMENTS	KEEP, ELIMINATE, OR MODIFY FOR THE NEW HOUSING ELEMENT?
distributed to the public at City Hall and other public and quasi-public places. A log of complaints related to equal housing opportunities will be kept and a summary of complaints shall be included in the annual report, in conjunction with Program 4-2.			the State Department of Fair Employment & Housing in order to ensure that any complaints are addressed consistently with the requirements of State law.
<u>4-2 Annual Report:</u> Prepare an Annual Report to the City Council and Planning Commission which describes 1) implementation of Housing Element programs to date, 2) the amount and type of housing activity as related to the Housing Element's goals, policies, and programs, and 3) an updated summary of the City's housing needs. Submit this report to the Department of Housing and Community Development within 30 days after review by the City Council.	Annual Report	The City has prepared and submitted annual reports to HCD since adoption of the Housing Element, with annual reports submitted in 2018, and 2019. City staff provides regular updates to the City Council and Planning Commission on housing related issues and construction of housing units within the community. Annual reports provided to HCD are also provided to City Council and Planning Commission. This program continues to be appropriate to comply with State law related to annual reporting required for Housing Elements as well as to ensure the decision-makers and community are aware of the City's housing efforts.	<input checked="" type="checkbox"/> Keep Program <input type="checkbox"/> Eliminate Program <input type="checkbox"/> Modify Program

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CHAPTER THREE – HOUSING NEEDS ASSESSMENT

In order for the City’s housing strategy to be successful, the City’s demographics and housing trends must be assessed to identify current conditions and needs. This section discusses the components of housing need, which include recent trends in Lakeport’s population, households, employment base and the type of housing units available. In most instances, countywide data is included for comparative analysis.

The analysis that follows is divided into four major subsections. **Population Characteristics** examines the City of Lakeport in terms of individual persons and identifies population trends that may affect future housing needs. **Household Characteristics** explores Lakeport by families, households, or living groups, to see how past and expected household changes will affect housing needs. **Employment** denotes primary income sources and levels by occupation. A review of the **Housing Stock** discloses the housing environment in Lakeport as a whole and details availability, affordability, and condition. Such information is invaluable to help identify needed programs that ensure that existing and future housing stock meets the shelter needs of every segment of the City’s population. Analysis in each of these subsections provides a database upon which decisions concerning programs and policies for the provision of adequate housing in the City are made.

The primary data source for the 2019 Housing Element Update is the Lake County Housing Element Data Package (6th Cycle Data Package) prepared by HCD staff. Additional data sources include the US Census Bureau (2010 Census, and 2013-2017 American Community Survey (ACS)), California Department of Finance (DOF), California Employment Development Department (EDD), and other sources as noted in the document. Data from the 2013-2017 ACS are referred to as “2017” data. Due to the use of multiple data sources, there are slight variations in the total population and household numbers for 2017. However, these variations do not significantly affect the discussion of overall housing trends and changes.

Population Characteristics

The population of Lakeport in 2019 was 4,806 persons, a decrease of approximately 0.3% over the past two decades. During this same time period (2000-2019), the County population increased by 11.6%. Since 2010, the City has experienced a slight increase from 4,753 persons to the current population of 4,806 persons, an increase of approximately 1.1%.

Table 3-1: Population Trends 2000-2019

Jurisdiction	2000 Population	2010 Population	2019 Population	Percent Change 2000 to 2019
Lakeport	4,820	4,753	4,806	-0.3%
Lake County	58,325	64,665	65,071	11.6%

Source: 2000, & 2010 U.S. Census, HCD, 6th Cycle Data Package, California DOF E-5 Report

AGE CHARACTERISTICS

Changes in a community’s age groups can indicate future housing needs. Table 3-2 compares Lakeport’s 2012 to 2017 populations by age group. The number of children under 5 years increased by 22.7%, while youth and young adults aged 5 to 19 decreased by 21%. The 20 to 44 age group experienced a modest increase of 6.4%, while middle-aged and older adults from 45 to 64 decreased by 17.2%. The most significant increase was in the senior age group (65 and over)

3. HOUSING NEEDS ASSESSMENT

which increased by 39.7%. The majority of Lakeport's population (55.4%) is 45 years of age or older. The median age in Lakeport increased from 47.5 in 2010 to 51.7 in 2017. During this 2012 to 2017 time period, the most significant increase in new development in the City was the senior multifamily development with 48 units in 2013, which likely has attracted seniors and contributed to the increase in the senior population.

Table 3-2: Age Distribution (2012-2017)

Lakeport	2012		2017		2012-2017 % Change
	Number	Percent	Number	Percent	
Under 5	172	3.6%	211	4.4%	22.7%
5 to 19	961	20.2%	759	15.9%	-21.0%
20 to 44	1,087	22.8%	1,156	24.3%	6.4%
45 - 64	1,595	33.5%	1,321	27.7%	-17.2%
65 and Over	944	19.8%	1,319	27.7%	39.7%
Total	4,759	100%	4,766	100%	0.1%
Lakeport Median Age	47.5		51.7		8.8%
County Median Age	44		47		6.8%

Source: 2008-2012 ACS; 2013-2017 ACS

RACE/ETHNICITY CHARACTERISTICS

Table 3-3 shows the ethnic composition of Lakeport's population. Between 2010 and 2017, the City's racial composition, as reported by ACS, has changed. The largest increases occurred in the Asian, Native Hawaiian, and Pacific Islander group (531.6%), the American Indian and Alaskan Native group (291.1%), and the 'some other race' group (185.2%). All other races experienced a decrease with the largest decrease in the Black or African American group (97.6%) followed by two or more races group (82.8%) and the White group (4.9%). Persons of Hispanic origin, whom may be of any race, increased by 114.4%. It is noted that there is a margin of error with the ACS data, which reflects a sample of the City's population rather than a 100% count of all persons. For example, the Black or African American population appears to have dropped significantly from 2012 to 2017, but a review of the 2016 ACS data (61 persons) and 2018 ACS data (24 persons) indicates that the reduction in the Black or African American population may be less than that reduction shown by just the 2012-2017 data.

Table 3-3: Race and Ethnicity (2012-2017)

Race	2012		2017		Change
	Number	Percent	Number	Percent	
White	4,079	85.7%	3,879	81.4%	-4.9%
Black or African American	83	1.7%	2	0.0%	-97.6%
American Indian and Alaskan Native	45	0.9%	176	3.7%	291.1%
Asian, Native Hawaiian, Pacific Islander	38	0.8%	240	5.0%	531.6%
Some Other Race	142	3.0%	405	8.5%	185.2%
Two or More Races	372	7.8%	64	1.3%	-82.8%
Total	4,759	100%	4,766	100%	0.1%
Hispanic Origin (of any race)	390	8.2%	836	17.5%	114.4%

Source: 2008-2012 ACS; 2013-2017 ACS

Household Characteristics

In 2019, there were 2,105 households in Lakeport, an average annual increase of 0.6% since the 2010 Census. In the previous 2000-2010 decade, households increased modestly (1.8%). It is noted that the number of households has increased despite a decrease in population. This is reflected in the smaller average household size and is likely related to the increased average age of the population.

Table 3-4: Household Trends (2000-2019)

	2000	2010	2019
Lakeport	1,967	2,002	2,105
<i>Change</i>	-	35	103
<i>Percent Change</i>	-	1.8%	5.1%
<i>Annual Percent Change</i>	-	0.2%	0.6%

Source: 2000 and 2010 U.S. Census; DOF, 2019

HOUSEHOLD TYPE

Information collected on household type provides a good base for the analysis of a community's housing needs. The U.S. Census Bureau defines a household as all persons who occupy a housing unit. This may include single persons living alone, families related by blood or marriage, as well as unrelated individuals living together. Persons living in retirement or convalescent homes, dormitories or other group living situations are enumerated separately and are not counted in household population.

Table 3-5 shows household characteristics for the City of Lakeport. As Table 3-6 indicates, family households represented 55.5% of households in 2017, with married-couple families accounting for 38.7% of total households. Non-family households represent 44.5%, with householders living alone representing 37.3% of total households.

Table 3-5: Household Type Characteristics (2017)

Household Type	Number	Percent
Family households (families)	1,190	55.5%
<i>Married-couple families</i>	831	38.7%
Non-family households	955	44.5%
<i>Householder living alone</i>	801	37.3%
Households with person 65+	564	26.3%

Source: 2013-2017 ACS

HOUSEHOLD SIZE

Trends in household size can indicate the growth pattern of a community. Average household size will increase if there is an influx of larger families or a rise in the local birth rate such as may be attributed to more children in a single family or teenage parents living at home. Household size will decline where the population is aging, or when there is an immigration of single residents outside childbearing age.

3. HOUSING NEEDS ASSESSMENT

Table 3-6 shows Lakeport’s households by size in 2017. The average household size in 2017 was 2.15 persons per household for Lakeport and 2.40 persons per household for the County, indicating that larger or extended family/households are increasing at a faster pace in Lake County than in Lakeport. The average household size of Lakeport’s homeowner households is slightly larger (2.19) than renter households (2.10).

Table 3-6: Households by Size (2017)

Household Size	Owner		Renter		TOTAL	
	Number	Percent	Number	Percent	Number	Percent
1 person	426	34.2%	375	41.8%	801	37.3%
2 person	561	45.0%	236	26.3%	797	37.2%
3 person	125	10.0%	64	7.1%	189	8.8%
4 person	12	1.0%	153	17.0%	165	7.7%
5 person	106	8.5%	57	6.3%	163	7.6%
6 person	0	0.0%	13	1.4%	13	0.6%
7 persons or more	17	1.4%	0	41.8%	17	0.8%
TOTAL	1,247	58.1%	898	41.9%	2,145	100%
Average Household Size	2.19		2.10		2.15	

Source: 2013-2017 ACS

HOUSEHOLD INCOME CHARACTERISTICS

Household income level is probably the most significant factor limiting housing choice. Therefore, income patterns have been examined carefully to assess the extent of housing need. Certain population groups (elderly, female householders, farmworkers, etc.) fall disproportionately into low-income groups, so they have been given special attention.

Income Groups

The California Department of Housing and Community Development (HCD) publishes household income data annually for areas in California. Table 3-7 shows the maximum annual income (AMI) level for each income group adjusted for household size for Lake County. Maximum annual incomes for each income group are shown below by household size for Lake County.

Table 3-7: State Income Limits – Lake County (2019)

Income Group	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
Extremely Low 0-30% AMI	\$13,650	\$16,910	\$21,330	\$25,750	\$30,170	\$34,590	\$39,010	\$42,800
Very Low 30-50% AMI	\$22,700	\$25,950	\$29,200	\$32,400	\$35,000	\$37,600	\$40,200	\$42,800
Low 50-80% AMI	\$36,300	\$41,500	\$46,700	\$51,850	\$56,000	\$60,150	\$64,300	\$68,450

Moderate 80-120% AMI	\$54,450	\$62,200	\$70,000	\$77,750	\$83,950	\$90,200	\$96,400	\$102,650
Above Moderate 120% + AMI	\$54,450+	\$62,200+	\$70,000+	\$77,750+	\$83,950+	\$90,200+	\$96,400+	\$102,650+

Source: HCD, 2019

Median and Per Capita Income

Median income is the amount that divides the income distribution into two equal groups: one group having incomes above the median, and the other having incomes below. Median household income indicates the income of all individuals in a household, including persons living alone or with unrelated individuals. Per capita income indicates the average annual earnings of an individual.

The median income and per capita data provides a comparison of current income levels in the City of Lakeport and Lake County. Other data, such as lower income, which is defined as 80% of the median County income level, and poverty level income, which is based on federal household and income data, add insight as they relate to households in the bottom one-half of the income distribution. Calculations based on these two measures are used to determine eligibility for most housing subsidy programs.

Table 3-8 identifies 2010 and 2017 per capita and median household income for Lakeport and Lake County. Median household income in Lakeport decreased 0.7% from 2010 to 2017 to total \$39,578. Median household and per capita income in Lakeport were higher than Lake County in 2010 and 2017. Lakeport's median household income in 2017 was 2.2% lower than Lake County's median household income.

Table 3-8: Per Capita and Median Household Income

Year	Lakeport		Lake County	
	Per Capita	Median Household	Per Capita	Median Household
2010	\$27,234	\$39,877	\$21,845	\$38,147
2017	\$28,792	\$39,578	\$23,345	\$40,446
Percent Change	5.7%	-0.7%	6.9%	6.0%

Source: 2010 U.S. Census; 2013-2017 ACS

Lower Income

In 2016, 52.7% of Lakeport's households were in the lower (low, very low and extremely low) income groups, which all earn below 80% AMI as shown in Table 3-7. Of the lower income households, the majority are renters (80% of renter households) versus 30% of owner households. It is noted that the HUD CHAS data used to determine the number of households in each income group does not provided data for the moderate income category (80-120% of median income), but rather provides data for the median (80 to 100%) and above median (above 100%) income groups. Almost three-quarters of Lakeport's owner-occupied households (69.7%) were in the moderate and above moderate income groups. 5.2% of owner households are extremely low income and

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14.7% are very low income. As noted, renter households had lower incomes, with 19.5% in the extremely low income group and 37.9% in the very low income group. Just less than a fifth (19.4%) of renter households were in the median and above median income groups.

Table 3-9: Households by Income Group – Lakeport (2016)

Income Group	Renters		Owners		Total*	
	Number	Percent	Number	Percent	Number	Percent
Extremely Low	185	19.5%	60	5.2%	245	11.6%
Very Low	360	37.9%	170	14.7%	530	25.2%
Low	215	22.6%	120	10.4%	335	15.9%
Median	65	6.8%	55	4.8%	120	5.7%
Above Median	120	12.6%	750	64.9%	870	41.3%

Source: 2012-2016 HUD CHAS

Poverty Level Income

Poverty level incomes are computed on a national basis as a part of the U.S. Census. A national index of poverty has been developed considers factors such as family size, number of children, farm/non-farm residences, and income. The definition classifies a family at poverty level if its total income amounts to less than approximately three times the cost of an economic food plan as determined by the U.S. Department of Agriculture. Table 3-10 identifies the number of Lakeport and Lake County families and individuals with incomes below the poverty level. Families and individuals experiencing the most severe income deficiencies are those with incomes that fall below this poverty level and those most likely to need some form of housing assistance.

The 2013-2017 ACS indicates that 173 or 14.5% of all Lakeport families had poverty level incomes or less in 2017, while, in 2010, 115 or 9.0% had poverty level incomes or less. Approximately 17.8% of all Lake County families were classified at or below the poverty level in 2017 and 16.3% were so classified in 2010. The percentage of individuals at or below poverty level in Lakeport in 2010 was 13.4% compared to the County, which had 23.7% of individuals at or below poverty level.

Larger families, low-wage employment, and higher costs of goods and services have fueled the rise in number of families and individuals falling below the level of poverty. Some of the nation's impoverished choose to live in typically less expensive unincorporated areas. However, living within a City allows closer access to goods, services, schools and employment, lessening the need for added transportation and associated costs.

Table 3-10: Families and Individuals Below Poverty Level

Income Group	Poverty Status in 2017			
	Families	%	Individuals	%
Lakeport	173	14.5%	810	17.6%
Lake County	2,853	17.8%	14,398	22.8%

Source: 2013-2017 ACS

EMPLOYMENT

One of the factors that can contribute to an increase in demand for housing is expansion of the employment base. The HCD 6th Cycle Data Package classified 1,997 civilian and non-civilian persons in the Lakeport labor force. Table 3-11 shows the employment and unemployment rates for persons 16 years and older that were in the labor force in 2017. In 2017, the unemployment rate in Lakeport was 6.8%.

Table 3-12 shows 2018 employment by industry for Lakeport and Lake County. In Lakeport, the Educational, Health and Social Services industry employed the most people at 24.2%, followed by Arts, Entertainment, Recreation, Accommodation, and Food Services (10.7%) and Retail Trade (10.6%). Countywide, the Education, Health, and Social Services industry is the largest employment industry (24.2%) followed by Retail Trade (17.4%) Public Administration (15.0%).

Table 3-11: Employment Status for Labor Force - Lakeport (2017)

	Number	Percent
Total Persons In Labor Force	2,114	100%
Employed	1970	93.2%
Unemployed	144	6.8%

Source: 2013-2017 ACS

Table 3-12: Employment by Industry, 2016

Industry	Lakeport		Lake County	
	Number	Percent	Number	Percent
Employed persons 16 years and Over	1,997	100%	22,432	100%
Agriculture, Forestry, Fishing and Hunting, and Mining	144	6.4%	1,445	7.2%
Construction	111	7.8%	1,760	5.6%
Manufacturing	33	4.7%	1,055	1.7%
Wholesale Trade	16	2.5%	571	0.8%
Retail Trade	348	10.6%	2,377	17.4%
Transportation and Warehousing, and Utilities	60	5.1%	1,143	3.0%
Information	32	1.2%	280	1.6%
Finance, Insurance, Real Estate, and Rental and Leasing	138	4.2%	939	6.9%
Professional, Scientific, Management, Admin. and Waste Management	77	8.5%	1,913	3.9%
Educational, Health and Social Services	484	24.8%	5,559	24.2%
Arts, Entertainment, Recreation, Accommodation, and Food Services	172	10.7%	2,403	8.6%
Other Services (Except Public Administration)	82	5.7%	1,276	4.1%
Public Administration	300	7.6%	1,711	15.0%

Source: HCD, 6th Cycle Package

Housing Stock

Table 3-13 identifies total housing units for Lakeport and Lake County in 2000, 2010, and 2019. The rate of construction of housing units in Lakeport is less than the County. While the rate of growth of housing in Lakeport slowed dramatically between 2005 and 2010, as noted in the City’s 5th Cycle Housing Element, the pace of housing production has increased with an increase of 47 units from 2010 to 2019. It is noted that from 2010 to 2019, there have been multiple regional disasters, including flooding and wildfires, that have resulted in damaged and lost housing stock, this has resulted in a Countywide reduction in housing units as shown in Table 3-13.

Table 3-13: Total Housing Units (2000-2019)

Jurisdiction	2000	2010	2019	Percent Change 2000-2019
Lakeport	2,394	2,395	2,442	2.0%
Lake County	32,528	35,492	34,409	-3.1%

Source: 2000 U.S. Census; DOF, 2019

OCCUPIED HOUSING UNITS

Table 3-14 shows total occupied housing units and owner-occupied and renter-occupied housing units for 2010 and 2016. The 2010 U.S. Census reported that the total number of occupied housing units in the City was 2,035, including 1,230 (60.4%) owner-occupied housing units and 805 (39.6%) renter-occupied housing units. In 2016, the percentage of owner-occupied housing units decreased to 54.8%, while renter-occupied housing units saw an increase of approximately 5.6% over the same time period.

Table 3-14: Occupied Housing Units, 2010-2016

Tenure	Lakeport		Lake County	
	Number	Percent	Number	Percent
2010				
Owner	1,230	60.4%	16,737	65.2%
Renter	805	39.6%	8,917	34.8%
2016				
Owner	1,154	54.8%	16,548	63.2%
Renter	951	45.2%	9,646	36.8%

Source: 2010 U.S. Census; HCD, 6th Cycle Data Package

HOUSING UNITS BY TYPE

DOF’s 2019 data indicates that the majority of housing units in Lakeport are single family homes (60.9%). Mobile homes account for 17.3% of the housing stock, while attached single family units account for 4.5% and multifamily units account for 17.3% of the housing stock.

Table 3-15: Housing by Unit Type (2000-2019)

	2000		2019	
	Units	Percent	Units	Percent
Total Housing Units	2,395	100.0%	2,442	100.0%
1-Unit Detached	1,488	62.1%	1,487	60.9%
1-Unit Attached	108	4.5%	109	4.5%
2 – 4 Units	183	7.6%	183	7.5%
5 or More	192	8.0%	240	9.8%
Mobile Home	423	17.7%	423	17.3%

Source: DOF, 2019

VACANCY RATES

The vacancy rate in a community indicates the percentage of units that are vacant and for rent/sale at any one time. It is desirable to have a vacancy rate that offers a balance between a buyer and a seller. The state uses five percent as a rule-of-thumb for a desirable total vacancy rate. A total vacancy rate of less than four percent could represent a shortage of housing units. This is not the case in Lakeport.

In 2017, Lakeport’s total vacancy rate was 16.7% (407 units, see Table 3-16) compared to 16.4% (393 units) in 2010. Lakeport’s vacancy rate is high, compare because there are 155 (6.3%) vacant units “For Seasonal, Recreational, or Occasional Use.” Of the total vacant units in 2019, 0 were for rent, 45 were for sale, 56 were rented or sold but not yet occupied, 155 were for seasonal, recreational, or occasional use, and 151 were classified as other vacant. The percentage of vacant units for rent and vacant units for sale both slightly decreased from 2010-2019. Discounting the vacant units for seasonal, recreational, or occasional use, Lakeport’s vacancy rate would be approximately 10%.

Table 3-16: Vacancy by Type (2010-2017)

	2010		2017	
	Units	Percent	Units	Percent
Total Vacant Units	393	16.4%	407	16.7%
For rent	74	3.1%	0	0.0%
For sale only	65	2.7%	45	1.8%
Rented or sold, not occupied	16	0.7%	56	2.3%
For seasonal, recreational, or occasional use	158	6.6%	155	6.3%
Other vacant ¹	80	3.3%	151	6.2%

Source: 2010 U.S. Census; 2013-2017 ACS

¹ If a vacant unit does not fall into any of the categories specified above, it is classified as “other vacant.” For example, this category includes units held for occupancy by a caretaker or janitor, and units held for personal reasons of the owner.

AGE OF HOUSING STOCK

As illustrated in Table 3-17, approximately 36% of Lakeport’s housing stock was built prior to 1970. Approximately 85% of the City’s current housing stock is over 30 years old. The decade

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with the most building activity was 1970 to 1979 when 671 (26%) of homes were built between 1970 and 1979. In recent years, the pace of building has decreased, with only 63 homes constructed from 2000 to 2009 and 87 constructed from 2010 through 2019. This could indicate the potential need for rehabilitation and general maintenance of these and older units. Between 2010 and 2019, approximately 82 new housing units were constructed, which represent 6.4% of the housing stock in the City.

Table 3-17: Age of Housing Stock

Year Structure Built	Number	Percent
2010 to 2019	87	3.4%
2000 to 2009	63	2.5%
1990 to 2000	223	8.8%
1980 to 1989	571	22.5%
1970 to 1979	671	26.4%
1960 to 1969	300	11.8%
1940 to 1959	434	17.1%
1939 or Earlier	190	7.5%
Total	2,552	100%

Source: 2013-2017 ACS; Lake County assessor data, 2020; City permit data, 2020

BUILDING PERMIT TRENDS

From 2010 through January 2020, the City issued building permits for 82 new residential units, including 21 single family homes, 5 second units, 4 duplexes (8 units), and 48 apartment units (see Table 3-18).

Table 3-18: Recent Construction Trends (2007 – January 2020)

Year Permitted	Single-Family	2-3 units	5+ Units	TOTAL
2010	0	0	0	0
2011	0	0	0	0
2012	1*	0	0	1
2013	1*	0	48	49
2014	2	0	0	2
2015	1	0	0	1
2016	2	0	0	1
2017	0	0	0	0
2018	1	0	0	1
2019	3	0	24	28
Totals	9 single family units 2 secondary units	0	72	83

*Second units

Source: City of Lakeport, 2020

EXISTING HOUSING CONDITIONS

The U.S. Census provides limited data that can be used to infer the condition of Lakeport's housing stock. The Census reports on whether housing units have complete plumbing and kitchen facilities and whether units lack a source of household heat. Since only a very small percentage of all housing units in Lakeport lack complete plumbing facilities, kitchen facilities, or a household fuel source (see Table 3-19), these indicators do not reveal much about overall housing conditions. Further, these indicators may overlap meaning that units that lack complete kitchen facilities may also lack complete plumbing or a heating source.

Table 3-19: Age of Housing Stock & Housing Stock Conditions

	Number	Percent
Total Housing Units	2,552	100%
Built 1970 or earlier	924	36.2%
Units Lacking Complete Plumbing Facilities	456	2.3%
Units Lacking Complete Kitchen Facilities	456	2.3%
No house heating fuel or wood fuel only	17	0.6%
Median Year Built (Total Housing Stock)	1975	

Source: US Census ACS, 2013-2017

Since housing stock age and condition are generally correlated, one Census variable that provides an indication of housing conditions is the age of a community's housing stock. As shown in Table 3-19, as of 2017, the median year built for all housing units in Lakeport was 1975. Over 6.3 percent of Lakeport's housing stock was built after 2000 and 8.7 percent was built between 1990 and 1999. The age of housing stock often indicates the potential for a unit to need rehabilitation or significant maintenance. Most of Lakeport's housing stock (approximately 85 percent) is more than 40 years old and likely needs moderate to significant rehabilitation. It is estimated that approximately 24 percent of the City's housing stock built prior to 1960 may need significant repairs including replacement or refurbishing of roofs, siding, and windows as well as interior improvements including replacing or upgrading the plumbing and electric wires and outlets.

The City's code enforcement staff has indicated that while the majority of homes in the City are in good condition and many older homes have been well-maintained, the City's older housing stock needs maintenance and there are several neighborhoods that need investment. Citywide, it is estimated about 25% of homes built prior to 1995 need roof maintenance or replacement and approximately 25 to 30% of homes built prior to 1990 would benefit from energy upgrades, including insulation and window maintenance or replacement. The Forbes Creek neighborhood and Beach Lane area both have housing units that exhibit deferred maintenance and require rehabilitation and re-investment. The City is in the process of providing infrastructure improvements for the Forbes Creek neighborhood and conducting additional analysis to determine the extent of housing needs.

OVERCROWDED HOUSING UNITS

Although there is more than one way of defining overcrowded housing units, the definition used in the Housing Element is 1.01 or more persons per room, the same definition used in the U.S. Census. It should be noted that kitchenettes, strip or Pullman kitchens, bathrooms, porches, balconies, foyers, halls, half-rooms, utility rooms, unfinished attics, basements, or other space for storage are not defined as rooms for Census purposes.

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Overcrowded households are usually a reflection of the lack of affordable housing available. Households that cannot afford housing units suitably sized for their families are often forced to live in housing that is too small for their needs, which may result in poor physical condition of the dwelling unit.

The City of Lakeport had no units of overcrowded housing based on the HCD 6th Cycle Data Package, compared to 86 units of overcrowded housing in 2000 and 35 units in 2010. It is noted that the ACS data does not represent a 100% count of the City’s population and there is a margin of error associated with the ACS data, resulting in the potential for overcrowded units to be undercounted. However, the data from 2000 through 2016 shows a trend in reduced household sizes and a reduction in overcrowded units.

Table 3-20: Overcrowded Housing Units (2016)

	Total Number	Total Percent	Owner-Occupied		Renter-Occupied	
			Number	Percent	Number	Percent
Occupied Housing Units	2,105	100%	1,154	100%	951	100%
Occupants Per Room						
1.00 or Less	2,105	100.0%	1,154	100.0%	951	100.0%
1.01 to 1.50	0	0.0%	0	0.0%	0	0.0%
1.51 or More	0	0.0%	0	0.0%	0	0.0%

Source: HCD, 6th Cycle Data Package

Housing Costs

Several types of data are available that can be used to assess changing housing prices. They include median housing value, rental cost and rental cost in terms of available income. Other types of data include costs of housing production (including land and materials, development costs, City fees, etc.), housing sale prices for new and existing homes, the cost of financing, and financing options. Lakeport’s housing costs are discussed later in this chapter.

HOUSING VALUE

Table 3-21 indicates median housing value for homes in Lakeport and Lake County. Value is defined as the amount for which property, including house and lot, would sell if it were on the market at a given point in time. As shown in Table 3-22, the median value for housing units in Lakeport during 2010 was \$251,400. Lake County had a lower median (\$200,500). In 2017, the reported median home value in Lakeport decreased to \$199,900, which represents a 20% decrease from 2010. Lake County saw a similar decrease in home values (9%).

Table 3-21: Median Home Value - Lakeport and Lake County (2000-2017)

Area	2000	2010	2017	2010-2017 Increase (%)
Lakeport	\$116,219	\$251,400	\$199,900	-20%
Lake County	\$105,602	\$200,500	\$182,000	-9%

Source: 2013-2017 ACS

Table 3-22 indicates the value of specified owner-occupied housing units within Lakeport in 2017. Of the 731 owner-occupied units, approximately 13% were in the \$99,999 and under price range, 454 (62.1%) were in the \$100,000 to \$299,999 price range, 175 (23.9%) were in the \$300,000 to \$499,999 price range, and 11 units were valued at \$1,000,000 or more.

Table 3-22: Value of Specified Owner-Occupied Housing Units (2017)

Value of Owner-Occupied Housing Units	Number of Units	Percent of Total
Less than \$50,000	53	7.3%
\$50,000 to \$99,999	38	5.2%
\$100,000 to \$299,999	454	62.1%
\$300,000 to \$499,999	175	23.9%
\$500,000 to \$999,999	0	0.0%
\$1,000,000 or More	11	1.5%

Source: 2013-2017 ACS

Table 3-23 includes sales data Based on a review of housing data on Zillow.com for residential sales in Lakeport and Lake County from 2013 through 2019. During the 2013-2019 time period, median home prices in Lakeport reached a high of \$296,952 in 2019 and a low of \$184,300 in 2014. In 2013, the average home sales price was \$204,000 in Lakeport and \$183,600 in Lake County.

Table 3-23: Residential Sales (2013-2019)

Area	Units Sold	Average Sales Price	% Change in Median Price from Previous Year
2013			
Lakeport	188	\$204,000	--
Lake County	1,227	\$183,600	--
2014			
Lakeport	165	\$184,300	-9.7%
Lake County	1,078	\$159,300	-13.2%
2015			
Lakeport	173	\$184,500	0.1%
Lake County	1,185	\$167,600	5.2%
2016			
Lakeport	193	\$194,200	5.3%
Lake County	1,358	\$217,400	29.7%
2017			
Lakeport	189	\$199,900	2.9%

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Lake County	1,356	\$182,000	-16.3%
2018			
Lakeport	181	\$222,900	11.5%
Lake County	1,260	\$245,700	35.0%
2019			
Lakeport	191	\$296,952	33.2%
Lake County	1,164	\$254,252	3.5%

Source: Zillow, 2020

RENTAL HOUSING COSTS

Based on a review of rental ads on Zillow.com, the median rent in Lakeport is \$1,400 per month. Rents range from \$1,350 to \$1,600, with the majority of units under \$1,500. The range of rents and median rates by unit size is shown in Table 3-24.

Table 3-24: Lakeport Rental Costs (2020)

Bedroom Type	Units Surveyed	Range	Median Rent (2020)
1 bed	2	\$725 - \$850	\$787.50
2 bed	12	\$875 - \$1,500	\$1,057.50
3 bed	5	\$1,095-\$1,600	\$1,500

Source: Zillow (1/7/2020, 5/16/20)

HOUSING AFFORDABILITY

Table 3-25 identifies the maximum monthly housing costs affordable to households in Lakeport by income group. Affordability is based on a household paying up to 30% of their monthly income toward housing.

Tables 3-25 and 3-26 show the maximum rents and sales prices, respectively, that are affordable to very low, low, moderate, and above moderate-income households. Affordability is based on a household spending 30% or less of their total household income for shelter. Affordability is based on the maximum household income levels established by HCD (Table 3-7). Maximum affordable sales price is based on the following assumptions: 5% interest rate, 30-Year Fixed loan, downpayment on a sliding scale of \$3,000 to \$15,000 based on income, 1.15% property tax, 3.5% closing costs, and homeowners insurance.

Compared to the rental rates in Table 3-24, the median rents in Lakeport are not affordable to extremely low and very low income households (four person households and smaller). The large majority of available rental units in Lakeport are two and three bedroom units, with median rents of \$835/mo and \$1,200/mo, respectively. These units are generally affordable for low income households with four or more persons and all moderate and above moderate income households. The median sales price in 2013 was affordable to larger low income households and to all moderate and above moderate income households. However, there is limited inventory of for sale units and often the least expensive units require repair or rehabilitation.

As shown in Table 3-27, 66.3% of renters in Lakeport overpay for housing, with 16.2% of renters in the extremely low income group severely overpay for housing (over 50% of their monthly income). Approximately 31.6% of all home owners in Lakeport overpay for housing, with 66.7% of extremely low income and 55.9% of very low income home owners severely overpaying for housing.

**Table 3-25: Maximum Monthly Housing Costs by Income Group
Lake County (2019)**

	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
Extremely Low	\$341	\$422	\$533	\$643	\$754	\$864	\$975	\$1,070
Very Low	\$567	\$648	\$730	\$810	\$875	\$940	\$1,005	\$1,070
Low	\$907	\$1,037	\$1,167	\$1,296	\$1,400	\$1,503	\$1,607	\$1,711
Moderate	\$1,361	\$1,555	\$1,750	\$1,943	\$2,098	\$2,255	\$2,410	\$2,566
Above Moderate	\$1,361+	\$1,555+	\$1,750+	\$1,943+	\$2,098+	\$2,255+	\$2,410+	\$2,566+

Source: De Novo Planning Group, 2020

Table 3-26: Housing Affordability by Income Group

	One Person		Two Person		Four Person		Six Person	
	Max. Home Sale Price	Max. Monthly Rent or Housing Cost	Max. Home Sale Price	Max. Monthly Rent or Housing Cost	Max. Home Sale Price	Max. Monthly Rent or Housing Cost	Max. Home Sale Price	Max. Monthly Rent or Housing Cost
Extremely Low	\$46,883	\$341	\$57,331	\$422	\$85,714	\$643	\$100,000	\$864
Very Low	\$77,967	\$567	\$88,414	\$648	\$109,310	\$810	\$126,078	\$940
Low	\$126,653	\$907	\$143,421	\$1,037	\$176,829	\$1,296	\$203,529	\$1,503
Moderate	\$190,044	\$1,361	\$215,068	\$1,555	\$265,115	\$1,943	\$305,359	\$2,255
Above Moderate	\$190,044+	\$1,361+	\$215,068+	\$1,555+	\$265,115+	\$1,943+	\$305,359+	\$2,255+

Source: De Novo Planning Group, 2020

*Assumes \$3,000 downpayment for extremely low, \$5,000 down payment for very low, \$10,000 down payment for low, and \$15,000 downpayment for moderate. Assumed 3.5% closing costs, 30-year loan with 5% interest rate, and monthly housing costs (utilities, taxes, etc.) at 8.5% of monthly income.

Table 3-27: Households by Income Level and Overpayment

Income Group	Owners	Renters	Total
Extremely Low	60	185	245
Percent with Cost Burden >30%	91.7%	64.9%	95.0%
Percent with Cost Burden >50%	66.7%	16.2%	37.8%
Very Low	170	360	530

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Income Group	Owners	Renters	Total
Percent with Cost Burden >30%	82.4%	93.1%	89.6%
Percent with Cost Burden >50%	55.9%	34.7%	41.5%
Low Income	120	215	335
Percent with Cost Burden >30%	62.5%	67.4%	65.7%
Percent with Cost Burden >50%	20.8%	0%	7.5%
Total Extremely Low, Very Low, and Low Income Households Paying >30%	77.1%	78.9%	78.4%
Moderate and Above Moderate	805	185	990
Percent with Cost Burden >30%	11.8%	16.2%	12.6%
Percent with Cost Burden >50%	1.9%	0%	1.5%
Total Households	1,155	950	2,105
Percent with Cost Burden >30%	31.6%	66.3%	47.3%
Percent with Cost Burden >50%	15.2%	16.3%	15.7%

Source: HUD, 2012-2016 CHAS

Affordability and Overpayment – Renter Households

Further insight into the rental situation in Lakeport is provided through 2013-2017 ACS data when reviewing the number of households identified as paying more than 30% of their income for rent. Table 3-28 illustrates that a condition of overpayment exists in every age group. It is noted that this data was not computed for 25% of households, so may undercount overpayment for householders aged 35-64 and 65 and over, so these groups may have a higher rate of overpayment than is reported.

Table 3-28: Renters Overpaying - By Age Group, 2017

Age of Householder	Total Renters	Number paying over 30%*	Percent of Total
15-24	106	106	100%
25-34	282	193	68.4%
35-64	274	140	51.1%
65 and over	236	79	33.5%

*Overpayment was not computed for 19% of 35-64 and 6% of 65 and over age householders
Source: 2013-2017 ACS

Table 3-29 underscores the commonly accepted reality that overpayment conditions occur most frequently for lower-income households. The majority of households earning less than \$35,000 per year overpay for housing, with the highest incidence of overpayment (90.9%) among households earning \$20,000 to \$34,999 per year.

Table 3-29: Renters Overpaying by Household Income (2017)

Income Range	Total Renters	Percent Paying Over 30%
Less than \$20,000	306	71.6%
\$20,000 - \$34,999	307	90.9%
\$35,000 - \$49,999	44	0%
\$50,000 - \$74,999	94	17.4%
\$75,000 and up	80	16.3%

Source: 2013-2017 ACS

Affordability and Overpayment – Owner Households

As with most communities, the location of the home is one of the biggest factors with regards to price. Compared to the rest of the state, housing in Lakeport is still relatively affordable. However, housing is not affordable for all income levels, particularly the very-low and low-income households. According to the 2013-2017 ACS, 392 owner-occupied households are paying 30% or more of their income toward their mortgage and other ownership expenses such as taxes and insurance. Table 3-30 shows that the most affected age group (percentage) is the 65 and over age group, which includes the largest number and the largest percentage of households overpaying.

Table 3-30: Owners Overpaying by Age Group, 2017

Age of Householder	Total Owners	Paying Over 30%	Percent of Total
15-24	0	0	0%
25-34	30	0	0%
35-64	606	191	31.5%
65 and Over	611	201	32.9%

Source: 2013-2017 ACS

Table 3-31 shows that the majority of owner-occupants paying more than 30% of their income on owner-costs earn less than \$50,000 annually, with the highest rate of overpayment (89.4%) occurring among households earning less than \$20,000 per year.

Table 3-31: Owners Overpaying by Household Income, 2017

Income Range	Total Owners	Percent Paying over 30%
Less than \$20,000	217	89.4%
\$20,000 - \$34,999	104	56.7%
\$35,000 - \$49,999	143	60.8%
\$50,000 - \$74,999	204	16.2%
\$75,000 and up	579	3.3%

Source: 2013-2017 ACS

Alternatives to traditional single-family housing

New housing alternatives often evolve into the market when the traditional housing supply cannot meet the needs of all segments of the population. Until the late 1970's, single-family housing had been in demand across the country as an investment, a hedge against inflation, and as a preferable place to raise a family. However, with the changing economy, including high interest rates, moderate and lower income groups and first-time homebuyers were priced out of the traditional single-family housing market in the early 1980's. The interplay of these factors led to a search for alternatives to traditional single-family housing. Condominiums, mobile homes, and manufactured housing are among the alternatives that are present today.

TOWNHOMES AND CONDOMINIUMS

Townhomes and condominiums have been offered as a moderately priced, low-maintenance housing alternative for single, retired persons, "empty nesters," and households desiring less maintenance than a traditional single-family home. This type of housing has enabled a larger segment of the population to achieve home ownership. However, monthly fees for exterior maintenance, management, and other common services often increase monthly costs, negating some of the savings derived from the relatively lower selling price of certain condominiums.

According to the Department of Finance, there were a total of 109 single family attached units, which include halfplex, townhome, and condominium units, in Lakeport in 2019.

MOBILE HOMES

Mobile homes are a relatively inexpensive housing alternative. Since mobile homes are prefabricated, they require less on-site labor than construction of a conventional house. Buyers of mobile homes include not only the elderly, but also working families and individuals who choose this alternative over traditional single-family residences.

Department of Finance data from 2019 states that there are 423 mobile homes in the City, which is 17.3% of the total housing units in Lakeport. A search of realtor.com revealed that in February 2020, there were 31 mobile homes listed for sale in Lakeport. The listed prices range from \$30,000 to \$200,000. The median list price was \$79,900.

The HCD 6th Cycle Data Package and the most recent Census data do not provide updated information for mobile homes by year or decade built.

MANUFACTURED HOUSING

Manufactured and factory-built homes offer another option for inexpensive housing. All manufactured homes built since 1976 must conform to the National Manufactured Home Construction and Safety Standards, a national uniform building code commonly called the "HUD Code," and administered by the U.S. Department of Housing and Urban Development.

The HUD code regulates home design and construction, durability, fire resistance, energy efficiency, and the installation and performance of heating, plumbing, air conditioning, thermal and electrical systems.

Many manufactured homes are indistinguishable from their site-built counterparts in construction and appearance. In California, from 65 to 70% of new manufactured homes sold are sited on lots

in urban, suburban or rural neighborhoods. Facilitating this opportunity are state laws (Government Code Sections 65852.3 and 65852.4), which allow manufactured homes to be sited on any residential lot, providing the home meets local development standards.

Also, pursuant to California Civil Code Section 714.5, covenants, conditions and restrictions adopted on or after January 1, 1998 cannot forbid the siting of a manufactured home on a residential lot, as long as the home can meet the same architectural standards as site-built homes in the neighborhood.

The cost of the average new dual-section manufactured home sold in California during 2019 was \$110,400. During 2019, construction costs per square foot for a new manufactured home averaged \$45 nationwide compared to \$85.7 per square foot for a comparable site-built home (national average). In 2019, the average sales price of a new manufactured home sold in the U.S. was \$81,700, with a cost of \$45 per square foot.

Today's manufactured homes are growing in popularity with local governments for use in urban in-fill and redevelopment projects. Manufactured housing is attractive for this use because of its cost effectiveness and the ability to design a home compatible with the local neighborhood that will fit in any lot with relative ease.

SPECIAL HOUSING NEEDS OF OTHER GROUPS

ELDERLY

Various portions of the Housing Element describe characteristics of the elderly population, the extent of their needs for subsidized housing, complexes developed especially for that group, and City provisions to accommodate their need. The elderly population (persons 65 and older) in Lakeport is shown in Table 3-32. From 2010 to 2017, the senior population increased by 40% from 944 to 1,319 persons.

Table 3-32: Senior Population by Age

	2010		2017		Percent Change
	Number	Percent	Number	Percent	
65 to 74 years	536	56.8%	704	53.4%	31.3%
75 to 84 years	232	24.6%	440	33.4%	89.7%
85 years and over	176	18.6%	175	13.3%	-0.6%
TOTAL	944	100%	1,319	100%	39.7%

Source: 2010 U.S. Census; US Census, 2013-2017ACS

As shown in Table 3-33, the number of householders 65 years and over in Lakeport in 2017 was 847 (39.5%). In 2017, approximately 28.5% of senior households owned their home). Seniors often prefer affordable units in smaller single-story or accessible multi-story structures, close to health facilities, services, transportation, and entertainment. As shown in Table 3-34, the total number of householders 65 years and over increased by 36.4% to 847 households by 2017.

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Table 3-33: Householder 65 Years and Over (2017)

2010	Age 65+ Householders	Percent of All Householders	Owner Householders 65+		Renter Householders 65+	
			Number	% of Senior Householders	Number	% of Senior Householders
Lakeport	847	39.5%	611	72.1%	236	27.9%
Lake County	8,885	33.7%	7,308	82.2%	1,577	17.7%

Source: US Census, 2013-2017 ACS

Table 3-34: Senior Household Growth

	2010	2017
Number	621	847
Percent Change		36.4%
Annual Percent Change		5.2%

¹Households with one or more people 65 years and older

Source: US Census, 2010; US Census, 2013-2017 ACS

Based on HUD 2000 CHAS data (which has not been aggregated in recent years to identify income by age group), approximately half of senior households, 50%, are in the lower income groups (extremely low, very low and low) and 15% of senior households are in the extremely low income group. Table 3-35 summarizes senior households by income group. Both the projected growth levels of senior households and the lower income levels of senior households indicates that there will be a demand for 15 to 20 new senior housing units by 2019 and that a portion of the City's regional housing needs allocation should be developed for senior households. Anecdotally, the demand for senior housing is higher than 15 to 20 units. The developer of the affordable Bella Vista Apartments (2014) indicated that they have a waiting list and there is demand for another affordable senior complex in Lakeport. Resources available for persons with developmental disabilities are discussed in Chapter 5.

Table 3-35: Senior* Households by Income and Tenure

Income Level	Owner		Renter		TOTAL
	Number	Percent	Number	Percent	
Extremely Low	75	11%	28	4%	15%
Very Low	60	9%	52	7%	16%
Low	125	18%	14	2%	20%
Moderate and Above Moderate	315	45%	32	5%	50%
Total	575	83%	126	18%	100%

Source: HUD, 2000 (special aggregation of 2000 Census data) – an updated aggregation of 2010 data is not available

*For this special data aggregation, senior households are considered those aged 62 and over

LARGE FAMILIES

Large families are defined as those families containing five or more persons. Income is a major factor that constrains the ability of families to obtain adequate housing. Larger units are more expensive and most of the units with more than three bedrooms are single-family homes, instead of multi-family rental units, and not usually abundantly available. Resources available for large families are discussed in Chapter 5.

Table 3-36 provides 2016 comparative information on the number and percentage of large families within Lakeport and Lake County. Approximately 5.8% of families in Lakeport are considered large families.

Table 3-36: Large Families, 2016

	Number of Large Families	Percent of Total Families
Lakeport	112	5.8%
Lake County	1,902	7.6%

Source: HCD, 6th Cycle Data Package

Only 8 percent of housing units in Lakeport have four or more bedrooms.

Of the large households identified in Table 3-36, 91 own their homes and 21 rent based on the 2018 HCD 6th Cycle Data Package. However, it is likely that there are a few large family renter households in the City. Large households that rent or own have a relatively even rate of housing problems; “any housing problem” includes overcrowding, units lacking complete kitchen facilities, and units lacking complete plumbing facilities.

Based on the US Census 2013-2017 ACS data, the supply of owner and rental units with 3 and more bedrooms greatly exceeds the number of larger households (see Table 3-37). While it does not appear that additional housing units are needed to accommodate large families, it is recommended that affordable housing developments for families continue to be encouraged to provide a portion of the units as three or four bedroom units.

Table 3-37: Household Size versus Bedroom Size (2017)

Tenure	5 Person Households			6 Person and Larger Households		
	3 BR Units	Households	Excess	4+ BR Units	Households	Excess
Owner	614	106	720	163	17	146
Renter	87	57	30	42	13	29

Source: HCD, 6th Cycle Data Package; US Census, 2013-2017 ACS

SINGLE PARENT HOUSEHOLDS

Female-Headed Households. Table 3-38 identifies total households in Lakeport and Lake County, female-headed households with no husband present, and female-headed households with own children under 18, no husband present (2013-2017 ACS data). Of the 1,190 households in Lakeport, 305 (25.6%) are female-headed with no husband present and 230 (19.3%) are female-headed with own children and no husband present. Lake County’s percentage of female-headed single parent households in 2017 was lower than Lakeport’s at 22.0%.

3. HOUSING NEEDS ASSESSMENT

Table 3-38: Female Headed Households (2017)

	Total Householders	Female Headed Households No Husband Present	Percent of all Households	Female Headed Households With Own Children Under 18, No Husband Present	Percent of all Households
Lakeport	1,190	305	25.6%	230	19.3%
Lake County	15,952	3,509	22.0%	2,014	12.6%

Source: 2013-2017 ACS

Male-Headed Households. Table 3-39 indicates male-headed households with and without children within Lakeport and Lake County in 2017. Male-headed households in Lakeport with no wife present totaled 54 (4.5%), and male-headed households with their own children and no wife present totaled 54 (4.5%). Lake County's percentage of male-headed households with or without children was more than the City's. Although the housing needs of female-headed households are usually greater than those of male-headed households, it is important to recognize the housing needs of both groups because male-headed households also have only one income. A larger percentage of female-headed households have children and females typically have lower incomes than males.

Table 3-39: Male Headed Households (2017)

	Total Households	Male Headed Households No Wife Present	Percent of all Households	Male Headed Households With Own Children Under 18, No Wife Present	Percent of all Households
Lakeport	1,190	54	4.5%	54	4.5%
Lake County	15,952	1,590	10.0%	915	5.7%

Source: 2013-2017 ACS

With a total of 284 single parent households in Lakeport, housing that is proximate to schools and daycare facilities may assist in addressing some needs specific to this population. Resources available for households with children, including single-parent households, are discussed in Chapter 5.

FARM WORKERS

There is no specific Census data available for the job category of "Farm Worker." The Census groups "Agriculture, Forestry, Fishing and Hunting, and Mining" in a single category; and there is no method for separating individual classifications from the grouping.

The HCD 6th Cycle Data Package identified that there are 2,762 workers and 301 farms County-wide, based on the 2012 USDA Census of Agriculture. The 2017 USDA Census of Agriculture identified 636 farms County-wide, of which 174 hired one or more workers. The 2017 USDA data identified 1,543 hired agricultural workers; of these workers, 508 worked 150 or more days per year and 1,035 workers worked less than 150 days per year.

There are 123 workers reported in Lakeport's "Agriculture, Forestry, Fishing and Hunting, and Mining" industry group, according to the 2013-2017 ACS. This represents 6.2% of the City's overall civilian labor force of 1,971. The number of persons employed in agricultural, fishing, hunting, and mining industries has decreased over the last two decades. In 2010, this group represented 1.7% (34) of the City's overall labor force, which was a decline from 2.3% (44) in 2000.

Aytch Plaza, which is located in Kelseyville, provides affordable housing and farmworker housing. Aytch Plaza includes two, three, and four-bedroom houses. Five of the houses are available to any low-income family, and six are reserved for low-income farmworker families. Oak Hill, a 40-unit farmworker apartment complex is located in Kelseyville. The 2012 Lake County Housing Element identified that the Oak Hill complex has on-going vacancies and has a difficult time filling its units due to the requirement to document legal status. Farm worker housing located near services is a critical need of farm workers and their families. In the unincorporated portion of Lake County, Middletown, Kelseyville, and some of the communities around Clear Lake have available services. Although some growers provide units for farm workers on their farms and ranches, there is more demand than supply. Despite the passage of a County zoning ordinance to facilitate the development of farm worker housing on farmlands, Farm Bureau members report that the County process continues to be cumbersome and fraught with delays and red tape.

Lakeport is anticipated to continue to urbanize in the future and additional farming operations are not projected within City limits. The majority of farmworkers in Lake County are employed in the unincorporated area and their needs will be addressed in the Lake County Housing Element. It is therefore anticipated that the need for farmworker housing in Lakeport will not increase in the coming years. Resources available for farm workers are discussed in Chapter 5.

DISABLED POPULATION

A "disability" includes, but is not limited to, any physical or mental disability as defined in California Government Code Section 12926. A "mental disability" involves having any mental or psychological disorder or condition, such as mental retardation, organic brain syndrome, emotional or mental illness, or specific learning disabilities that limits a major life activity. A "physical disability" involves having any physiological disease, disorder, condition, cosmetic disfigurement, or anatomical loss that affects body systems including neurological, immunological, musculoskeletal, special sense organs, respiratory, speech organs, cardiovascular, reproductive, digestive, genitourinary, hemic and lymphatic, skin, and endocrine. In addition, a mental or physical disability limits a major life activity by making the achievement of major life activities difficult including physical, mental, and social activities and working.

Physical, mental, and/or developmental disabilities could prevent a person from working, restrict a person's mobility, or make caring for oneself difficult. Therefore, disabled persons often require special housing needs related to potential limited earning capacity, the lack of accessible and affordable housing, and higher health costs associated with disabilities. Additionally, people with disabilities require a wide range of different housing, depending on the type and severity of their disability. Housing needs can range from institutional care facilities to facilities that support partial or full independence (i.e., group care homes). Supportive services such as daily living skills and employment assistance need to be integrated in the housing situation. The disabled person with a mobility limitation requires housing that is physically accessible. Examples of accessibility in housing include widened doorways and hallways, ramps, bathroom modifications (i.e., lowered

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countertops, grab bars, adjustable shower heads, etc.) and special sensory devices including smoke alarms and flashing lights.

The 2016 ACS data provided in HCD’s 6th Cycle Data Package indicated that for individuals over the age of 5, approximately 29% of the population of Lakeport had some form or type of disability that may impede their ability to earn an adequate income or find suitable housing accommodations to meet their special needs. Therefore, based on the 2016 HCD 6th Cycle Data Package, many in this group may be in need of housing assistance. Of persons 16 to 64, 96 (25.5%) are employed with a disability and 281 (74.5%) are unemployed with a disability. Of persons 65 or more, 370 have a disability. Table 3-40 identifies disabled persons by age and employment status.

Table 3-40: Disabled Persons by Age and Employment Status - 2016

	Ages 16 to 64		Ages 65 Plus		Total	
	Number	Percent	Number	Percent	Number	Percent of Disabled Persons
Employed with Disability	96	12.3%	N/A	N/A	96	12.9%
Unemployed with Disability	281	35.9%	N/A	N/A	281	37.8%
Total	377	100% (52.7% of population age 16-64)	370	100% (47.3% of population age 65+)	744	100% (15.5% of total population over age 5)

Source: HCD 6th Cycle Data Package, 2016
N/A = Not Applicable

The ACS Census defined six types of disabilities including hearing, vision, cognitive, ambulatory, self-care and independent living difficulty. A disability is defined as a mental, physical, or health condition that lasts over six months and persons may have more than one disability. According to the 2016 HCD 6th Cycle Data Package, there were 1,589 disabilities in Lakeport (see Table 3-41). However, this is not to say that there were 1,589 disabled persons in the city, as persons may have more than one disability. Table 3-41 identifies disabilities by type of disability. The most predominant disabilities are ambulatory difficulties, representing 32.5% of disabilities, and self-care difficulties, representing 19.6% of disabilities.

Those categorized as disabled due to mental disorder of some nature do not necessarily require physical improvements to housing. Social Services organizations offer assistance with medical attention and counseling for those in need of these types of services. Resources available for persons with developmental disabilities are discussed in Chapter 5.

Table 3-41: Disabilities by Disability Type

	Persons Ages 5-64		Persons Ages 65 +		Total	
	Number	Percent	Number	Percent	Number	Percent
Hearing Difficulty	128	31.1%	69	18.6%	197	12.4%
Vision Difficulty	30	7.3%	34	9.2%	64	4.0%

Cognitive Difficulty	121	29.4%	106	28.6%	227	14.3%
Ambulatory Difficulty	247	60.0%	269	72.7%	516	32.5%
Self-Care Difficulty	157	38.1%	155	41.9%	312	19.6%
Independent Living Difficulty	176	42.7%	97	26.2%	273	17.2%
Total Disabilities	412	100%	370	100%	1,589	100%

Source: HCD 6th Cycle Data package

PERSONS WITH A DEVELOPMENTAL DISABILITY

The persons with a disability category includes persons with developmental disabilities. "Developmental disability" means a disability that originates before an individual attains age 18 years, continues, or can be expected to continue, indefinitely, and constitutes a substantial disability for that individual." This term includes mental retardation, cerebral palsy, epilepsy, autism, and disabling conditions found to be closely related to mental retardation or to require treatment similar to that required for individuals with mental retardation, but does not include other handicapping conditions that are solely physical in nature.

While the US Census reports on mental disabilities, which include developmental disabilities, the Census does not identify the subpopulation that has a developmental disability. The California Department of Developmental Services (DDS) maintains data regarding people with developmental disabilities, defined as those with severe, life-long disabilities attributable to mental and/or physical impairments. The DDS data is reported by zip code, so the data reflects a larger area than the City of Lakeport, however the majority of the population within the zip code resides in Lakeport. The DDS data indicates that approximately 152 developmentally disabled persons reside in zip code 95453 (Table 3-43). Of these persons, 56 have special housing needs (independent living or care facilities) as shown in Table 3-44 and 87 live at home with a parent or guardian. Resources available for persons with developmental disabilities are discussed in Chapter 5.

Table 3-43: Persons with a Developmental Disability by Age

Zip Code	0-17	18+	Total
95453*	53	99	152

Source: HCD 6th Cycle Data Package

*Data for the zip code also includes unincorporated areas adjacent the City

Table 3-44: Persons with a Developmental Disability by Residence Type

Zip Code	Community Care Facility	Home of Parent/Guardian	Independent Living	Intermediate Care or Skilled Nursing Facility	Other	TOTAL
95453*	<11	87	56	0	<11	>143

Source: HCD 6th Cycle Data Package

*Data for the zip code also includes unincorporated areas adjacent the City

SUMMARY OF THE HOUSING NEEDS OF THE DISABLED

Approximately 52.7% of the City's population aged 16-64 has a disability and approximately 47.3% of the City's population aged 65 and older has a disability. While HUD CHAS data has not been provided in recent years, historically disabled renter households reported a higher incidence of housing problems, such as overcrowding, overpayment, or lacking full kitchen or plumbing facilities than disabled owner households. 31% of disabled households were in the extremely low or very low income brackets, 21% in the low income bracket, and 48% in the moderate or above moderate income brackets. There is limited housing available specifically for disabled persons in Lakeport; there are no apartment complexes, group homes, or care facilities that specifically serve the disabled or developmentally disabled populations. In-home services for eligible disabled persons are available to Lakeport residents, as described in Chapter 5. While most developmentally disabled persons either live at home or in an independent living environment (see Table 3-44), there is a need for care facilities to accommodate persons with disabilities, including developmental disabilities, who need more assistance than is provided either in a home or independent living environment. As described in Chapter 5, concurrent with the adoption of this Housing Element, the City is amending the Zoning Ordinance to permit small group homes by right in all residential zoning districts and to permit large group homes by right in the R-3 zoning district.

Approximately 26% of households in Lakeport have a disabled member. Applying this figure to the RHNA, approximately 39 new households will have one or more disabled members during the 2014-2019 planning period and approximately four of these new households may have a developmentally disabled member. Households with disabled members may overlap with other special housing needs groups, such as the elderly and large families. Housing units appropriate to accommodate physical, sensory, and/or developmental disabilities may be needed for up to approximately 16 of the new disabled households projected during the planning period.

HOMELESS

The federal definition of a homeless person per the McKinney Act, P.L. 100-77, Sec. 193(2), 101 Stat. 485 (1987) is cited as:

“ a person is considered homeless when the person or family lacks a fixed regular night-time residence, or has a primary night-time residence that is a supervised publicly-operated shelter designated for providing temporary living accommodations or is residing in a public or private place not designated for, or ordinarily used as, a regular sleeping accommodation for human beings. ”

The Continuum of Care homeless data, a regional or local planning body consisting of service providers, lead agencies and individuals that work together to assist adults, youth and families experiencing homelessness and to provide the services needed to help such individuals move into transitional and permanent housing, with the goal of long-term stability, provided in the HCD 6th Cycle Data Package identifies that there are 401 homeless persons in the five-county Continuum of Care area, which includes Lake County. The data based on the 2017 Continuum of Care indicates a slight increase from the 2015 estimate of 315 homeless persons. Of the total homeless persons in the Continuum of Care area, 96% were unsheltered and 45% are chronically homeless. Of the 401 homeless persons, 71% are individuals and 27% are in families. Based on Lakeport's pro-rated share (2.5%) of the total population of the five-county area, approximately 10 of these

homeless persons were likely to have been located in Lakeport. However, in 2020, the Continuum of Care homeless data identified that there are 98 homeless persons in the City of Lakeport. While this represents a disproportionate amount of homeless in the City of Lakeport compared to the pro-rated share of total population of the five-county area, 39% percent of the homeless person were identified as first-time homeless and 25% identified as being displaced by the recent wildfires in California. The City has identified the C-3 zoning district to accommodate emergency shelters; there are at least 5 vacant and underutilized C-3 parcels in the City, which have a total capacity for approximately 110 beds. There are three parcels along Bevins Court and Bevins Street, close to multifamily housing and public services provided in the area; infrastructure and utilities are available in adjacent rights-of-way. Two parcels are located in the Parallel Drive area, with infrastructure and utilities available in adjacent rights-of-way, and are proximately to public services. The City also has had an approved 24-bed warming center that has operated during the winter months for the past two years; during the COVID-19 pandemic, this warming center has expanded to a full service shelter hosting up to 40 individuals.

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CHAPTER FOUR – INVENTORY OF RESIDENTIAL SITES

Government Code Section 65583 requires local governmental agencies to undertake a comprehensive review of their land base in order to inventory vacant sites, and to assess service and infrastructure capacities. This chapter provides an inventory of all vacant housing sites and housing opportunities for all income levels in the City of Lakeport in accordance with the Government Code.

The ability to provide suitable housing that meets the needs of residents from all income levels is largely dependent on opportunities within the community. These opportunities are determined primarily by the availability of vacant sites that can accommodate a range of housing unit types. Housing opportunities are also affected by infrastructure availability and capacity. Lastly, land use controls, environmental constraints, and market conditions, which are addressed in Chapter Five, also affect housing opportunities.

Land Availability

In 2018, the Lake County/City Area Planning Council developed the Lake County Regional Housing Needs Plan in order to identify the housing needs for each jurisdiction in Lake County. The study showed that the projected new construction housing need for the City of Lakeport from 2018 to 2027 is 132 units (see Table 1-1). The City has permitted 1 market rate single family home anticipated to be affordable to above moderate income households and 48 multifamily units (Martin Street Apartments II, which will provide 5 extremely low, 29 very low, 13 low, and 1 moderate (manager) units, and are currently under construction.

The amount of land available for new housing development is the crucial first step in determining whether an agency can accommodate their housing needs. There must be sufficient vacant parcels within the City limits or areas to be annexed that are already zoned for residential uses. The City's GIS database and County assessor data were reviewed in order to identify vacant parcels designated for residential development, as well as sites that have the potential for redevelopment. These parcels are illustrated in Figure 4-1 and summarized in Table 4-1. Appendix A includes an inventory of the individual parcels that identifies the assessor's parcel number, zoning designation, General Plan designation, acreage, maximum unit yield, and realistic unit yield for each parcel. Appendix A also identifies underdeveloped parcels.

Lakeport has adequate sites for residential development to accommodate the RHNA as shown in Table 4-1. The City has already made significant progress toward the very low and low income RHNA, with the majority of units to meet the lower income need either constructed or under construction. In addition, the City has 327.8 acres of vacant and underutilized sites with residential and high density residential land use designations and R-1, R-2, R-3, and R-5 zoning; these sites can accommodate approximately 2,273 units. As shown in Table 4-1, the City has adequate sites to accommodate 80 very low, 81 low, 390 moderate, and 1,722 above moderate income units.

4. INVENTORY OF RESIDENTIAL SITES

Table 4-1: Comparison of RHNA to Residential Capacity

Category	Acres	Max. Units/Acre	Very Low	Low	Moderate	Above Moderate	TOTAL
RHNA - 6th Cycle	-	-	31	21	21	59	132
Units Under Construction (2020) ¹	-	-	34	13	1	1	49
Remaining RHNA	-	-	-	8	20	56	105
Residential Sites							
R-1 Sites (Appendix A)	296.4	7.3	0	0	0	1,627	1,627
R-2 Sites (Appendix A)	2.4	19.3	0	0	30	0	30
R-3 Sites (Table 4-3, Appendix A)	13.5	29.0	80	81	275	0	436
R-5 Sites (Appendix A)	15.5	19.4	0	0	85	95	180
Total Sites	327.8	-	80	81	390	1,722	2,273
Excess Capacity			80	73	370	1,666	2,168

Source: City of Lakeport, 2014, 2020; De Novo Planning Group, 2020

¹1255 Martin Street Apartments Phase II (5 extremely low, 29 very low, 13 low, and 1 moderate (manager) units) and 1 market-rate single family home

Historically, smaller projects that are between 20 and 100 units are more desirable in smaller cities such as Lakeport. It is noted that the majority of Lakeport’s residential subdivisions have been developed at a very slow pace and build out over two or more decades. As shown in Figure 4-1, many of the R-1 vacant parcels are contiguous and either are part of a larger single family project or could be assembled into a single family subdivision. Multifamily parcels designated R-2 and R-3 are available in a range of sizes that can accommodate small duplex, triplex, and fourplex projects as well as larger-scale multifamily projects. The typical size of a multifamily project in the City is in the 30-unit range, with recent affordable multifamily projects ranging from 24 unit to 48 units; the City can accommodate these project sizes with the parcels in the 1-5 acre range shown in Table 4-2. Demand for the development within a larger project would occur over an extended period of time due to growth projections so it would be necessary to break the project up into four or five phases. Table 4-2 presents the number of parcels within various size classes.

Table 4-2: Vacant Parcels by Size

General Plan Designation and Zoning Designation	<0.25 Acre	0.26-1 Acre	1-5 Acres	>5 Acres	Total Parcels
Residential (R) (R-1 Low Density Residential)	90	39	38	15	182
Residential (R) (R-2 Medium Density Residential)	9	2	0	0	111
High Density Residential (HDR) (R-3 High Density Residential)	2	3	8	0	13
Resort Residential (RR) (R-5 Resort Residential)	10	1	2	1	14

Source: City of Lakeport, 2014, 2020; Lake County Assessor’s Data, 2020; De Novo Planning Group, 2020

Summary of Sites to Accommodate the RHNA

LOWER INCOME HOUSING

Affordable housing for extremely low, very low, and low income groups and the special needs groups (low-income, disabled, elderly, etc.) is anticipated to be accommodated primarily by multifamily development in the R-3 zone. The R-3 zone allows densities from 19.3 to 29.0 units/acre, which exceeds the minimum density of 15 units/acre assumed to accommodate lower income units pursuant to Government Code Section 65583.2(c)(3)(B)(i). R-2 and R-5 sites also have adequate densities to accommodate the lower income groups; however, the majority of lower income units are anticipated to be accommodated in the R-3 zone on Sites 1, 2, and 3 during this Housing Element cycle. This is consistent with recent affordable development projects in the City which have ranged from 24 to 48 units in size and have been built, or are being built, on R-3 sites.

As shown in Table 4-3, sites 1 through 3 are designated High Density Residential by the General Plan and are zoned R-3. These parcels range from 1.6 to 3.1 acres in size and are not located in the 100-year floodplain, very high fire hazard severity zone, or in an area with any known significant constraints to develop. These parcels are served by public water and sewer, with existing lines for connection located in Martin Street and Bevins Street. Anticipating that 20 percent of each parcel may be needed for roadways, infrastructure/utilities, setbacks, and other requirements, these parcels have a realistic yield of approximately 161 units and provide more than enough capacity to accommodate the City's remaining low income housing allocation. The 80 percent assumption is conservative, as the City's development standards allow for development at the maximum densities. It is noted that Site 3 is partially developed with Bella Vista Apartments; 2.2 acres of the 5.5-acre site remains undeveloped and is anticipated to accommodate a second phase of the senior housing development.

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Table 4-3: Lower Income Sites by Size, Realistic Yield, and Unit Capacity

Site #	APN/Address	General Plan/ Zoning	Site Size (Acres)	Max Unit Capacity	Realistic Capacity (80% of Max)	Comments
1	025-431-37 975 Bevins Street	HDR/ R-3	3.1	90	72 (36 very low, 36 low income)	Vacant. The parcel is not in a flood zone, very high fire hazard severity zone, and does not have any known environmental constraints. This site was included in the previous two Housing Element cycles and is subject to streamlining in accordance with Government Code Section 65583.2(c) as provided in Housing Plan Program 2-1.
2	025-451-01 400 Bevins Street	HDR/ R-3	1.6	47	38 (19 very low, 19 low income)	Vacant. The parcel is not in a flood zone, very high fire hazard severity zone, and does not have any known environmental constraints. This site was included in the previous two Housing Element cycles and is subject to streamlining in accordance with Government Code Section 65583.2(c) as provided in Housing Plan Program 2-1.
3	025-431-35 1075 Martin Street	HDR/ R-3	2.2	63	51 (25 very low, 26 low)	Partially developed with affordable senior project (Bella Vista Apartments). The lower portion of the parcel (2.2 acres) is vacant was planned to provide capacity for a second phase. The parcel is not in a flood zone, very high fire hazard severity zone, and does not have any known environmental constraints. This site was included in the previous cycle and is subject to streamlining in accordance with Government Code Section 65583.2(c) as provided in Housing Plan Program 2-1.
<i>Subtotal Vacant Sites</i>			<i>4.7</i>	<i>137</i>	<i>110</i>	
<i>Subtotal Underutilized Sites</i>			<i>2.2</i>	<i>63</i>	<i>51</i>	
TOTAL			6.9	200	161	

Source: City of Lakeport GIS, 2014; Lake County Assessor/DataQuick, 2014; De Novo Planning Group, 2014

MODERATE INCOME HOUSING

The City's moderate income housing needs can be accommodated by attached single family residential development, smaller multifamily developments (duplex, triplex, and fourplex), through mobile or manufactured homes built on lower cost single family housing sites, and through market-rate multifamily development. Attached single family, smaller multifamily, and market rate multifamily developments can be accommodated on R-2 and R-5 sites, as well as the R-3 sites not identified for potential multifamily development.

The City has 2.35 acres of vacant or underutilized land zoned R-2, 13.53 acres zoned R-3, and 15.51 acres zoned R-5. As shown in Tables 4-1 and 4-3, the City has realistic capacity, assuming sites are developed at approximately 80% of maximum densities, for 30 moderate income units in the R-2 zone, 275 moderate income units in the R-3 zone, and 85 moderate income units in the R-5 zone. In total, there is capacity for approximately 390 moderate income units, which exceeds the City's moderate income housing need of 19 units, as shown in Table 4-1. Individual sites in these zones are identified in Appendix A.

The City's moderate income need may also be accommodated through the development of smaller single family units and manufactured or mobile homes. Single family homes at the 2013 median sales price are also affordable to moderate income households. New manufactured homes on a single family lot are also affordable to moderate income households. While residential sites zoned R-1 are identified for above moderate income housing in Table 4-1 and Appendix A, there is adequate capacity in the R-1 parcels to accommodate both the City's moderate and above moderate income housing needs.

ABOVE MODERATE INCOME HOUSING

The City's above moderate income housing needs are anticipated to be accommodated primarily by parcels designated R-1 (Low Density Residential) as well as in resort developments along the lakeshore that can be accommodated by the R-5 zone. As shown in Table 4-1, the City has approximately 296.12 acres of R-1 sites that will realistically accommodate approximately 1,631 units, which is more than adequate to meet the City's above moderate income housing need of 64 units.

Utilities and Services

The ability to provide adequate infrastructure and services (roads, water, sewer, drainage, etc.) for new housing developments is an essential element in meeting future housing needs. The cost of providing significant infrastructure, when weighed with other development costs such as property, construction, and carry costs, can prohibit the ability of a developer to achieve a profitable return on investment in today's market climate. Infrastructure development is obtained in two ways: 1) through direct installation by a developer; or 2) through impact fee payments by the developer to fund installation by the City or a developer at a later date.

An assessment of the utility infrastructure and the public services available to operate and maintain the infrastructure is provided below. The assessment discusses infrastructure/service limitations for current and future development as well as infrastructure fees. This discussion is based on information that was obtained from the Lakeport General Plan, the Lakeport Master Sewer Plan (Pace, 2008), the Lakeport Master Water Plan (Pace, 2008), the City of Lakeport Municipal

4. INVENTORY OF RESIDENTIAL SITES

Service Review (Lake Local Area Formation Commission, 2012), the City's Sewer System Management Plan (Revision 1, March 2018), and through information from City staff.

The Master Water Plan, Master Sewer Plan, and storm water management plans have not been updated since 2008. Due to the low rate of development since 2008, the information in the infrastructure master plans continues to be relevant and applicable. The Municipal Services Review conducted in 2012 reviewed the adequacy of the City's municipal services to accommodate planned growth. The Sewer System Management Plan, revised in 2018, and USDA Water and Sewer Projects Scope were reviewed as part of this Housing Element update and are consistent with the below analysis of water and sewer availability. The City has received USDA grant and loan funds for water and sewer projects (USDA Water/Sewer Projects) to secure its water supply, ensure water quality, and to provide adequate wastewater treatment facilities.

WATER

The City of Lakeport obtains its water from two sources: groundwater and surface water. The groundwater system consists of wells, while the surface water consists of water from Clear Lake that is treated at the City's water treatment plant and the County's North Lakeport water treatment plant. The information in this section was derived primarily from the City of Lakeport 2008 Master Water Plan (Pace, 2008).

Water Supply: Lakeport's water supply is derived primarily from four groundwater wells (two Scotts Creek wells and two Green Ranch wells) and the surface water treatment plant, which treats water drawn from Clear Lake. The four City wells pump their water from the Scotts Valley Aquifer and have a combined maximum pumping capacity of roughly 2.8 million gallons per day (MGD). The two wells in Scotts Creek are the primary sources of supply during the months of May through October, while the wells at Green Ranch are the primary sources of supply during the winter months. In 2014, the City purchased the property where the Green Ranch wells are located in order to permanently secure this water supply.

The surface water treatment plant has a maximum capacity of 1.7 MGD and is used year round to supplement the City's well supply with treated surface water from Clear Lake. The water treatment facility includes pH control, pre-ozonation, coagulation, upflow clarification, multimedia filtration, post-ozonation, activated carbon, and chlorine disinfection. The water treatment plant is considered to be an advanced treatment process because it needs to treat Clear Lake water that is laden with algae.

In September 1995, the City of Lakeport entered into an agreement with the Yolo County Flood Control and the Water Conservation District which grants the City rights to 750 acre-feet per year of water extracted from the wells that draw water from the Scotts Valley Aquifer. The agreement also allows the City to purchase 2,000 acre-feet per year of water from either Clear Lake or the Scotts Valley Aquifer. The agreement is valid until January 1, 2030, with an automatic 10-year extension, unless either party elects to terminate the agreement. The agreement states that "in the event that there is a shortage of water available from Clear Lake, municipal water use around Clear Lake shall have priority over other uses." (Pace, 2008).

In March 1991, the City entered into a two-year agreement to purchase water from Lake County to meet a California Department of Public Health Compliance order that they increase their available water supplies. A combination pressure reducing/pressure sustaining valve was installed

on Lakeshore Boulevard to allow for the transfer of water from Lake County Service Area No. 21. The maximum flow through the valve is 85 to 95 GPM (Pace, 2008).

From 1992 to 1998, the County intertie provided a significant source of water to the City; however, since the treatment plant was upgraded, the City has ceased to draw significant volumes of water through the intertie. The County intertie is still connected and can supply water in case of emergency water shortages or to provide additional fire flow to the localized north Lakeport area. Over the past three years, the intertie has been opened on several occasions for the City to supply water to the County when there have been issues at the County water treatment plant.

Water Storage: The City currently has two welded steel storage reservoirs with a combined volume of 2.5 million gallons (MG). Both reservoirs are in relatively good condition. The City currently chlorinates their well water at the storage system with a gaseous chlorine system. Although this system is effective in adding the required chlorine to the water system, the Lake County Environmental Health Department, under the guidance of the California Accidental Release Prevention Program, has requested that the City of Lakeport evaluate its chlorine handling processes and consider replacing the chlorine gas disinfection process in the future with a safer method of disinfection (i.e. sodium hypochlorite).

Water Distribution System: Review of the water distribution suggests that there is a significant amount of unlined cast iron and galvanized steel pipe in the distribution system, some of which may be over 100 years old, and much of this old pipe is undersized (i.e., less than 4-inches). Although City staff has noted several water main repairs within the City's distribution system, the staff report that most of the systems mains are in generally good condition. Through the USDA Water/Sewer Projects, the City has replaced the water infrastructure control system and water metering devices in order to address health and safety needs. In 2019, the City's system served 2,260 connections.

Water Demands: Currently, the City's average daily demand is roughly 1.9 MGD and the analysis indicates that the City's current water supply system can meet this demand. To determine required future improvements, it was necessary to project how much and where future growth would occur. The 2008 Water Master Plan assumes that the City will grow 1.1 percent annually, with an estimated increase of 640 residential unit equivalents by 2028.. Given this growth rate, it was estimated that the City will require a MDD water supply of roughly 2.3 MGD by 2028. In 2019, the City's water treatment plant and water system provided approximately 1.92 MGD.

Summary: The City of Lakeport 2008 Master Water Plan includes several recommended improvements to the City's wells, treatment facility and distribution system. The City is actively pursuing the implementation of the recommended improvements, which will result in an adequate water supply to meet growth projections through 2028. Given that growth in the City has occurred at rates less than those used for the 2008 Water Master Plan, it is anticipated that the planned 2.3 MGD water supply will accommodate growth beyond 2028. The City has adequate supply and distribution capacity to meet the demand for potable water that would be generated by development consistent with the City's housing needs, including the 2018-2027 RHNA.

STORM DRAINAGE

There is a long history of flooding in the Lakeport area. Those portions of the city adjacent Clear Lake and the areas adjoining the principal water tributaries to the lake have experienced frequent inundation. Precipitation in the Lakeport area averages 28 inches per year with 40 percent occurring between December and January and 95 percent between October and April.

Topography within Lakeport is relatively gentle, with slopes ranging from 0.5 to more than 15 percent. The watershed beyond the city limits becomes more rugged. Soils in the area consist of loams and clays and generally have low permeability. The hazard of erosion is moderate. Two groundwater basins are adjacent to Lakeport; Scotts Valley to the west and Big Valley to the south. High groundwater levels normally range from 5 to 40 feet below the surface. There are seven defined drainage areas which affect Lakeport. They are Hartley, Rumsey Bay, Tenth Street, Forbes Creek, Sixth and Third Streets, Pier 1900, and Todd Road. All storm drainage from Lakeport presently discharges to Clear Lake. A large portion of the watersheds are outside the city limits, with 68 percent of the land area presently under County jurisdiction. Due to the large portion of the watershed area under County jurisdiction, City-County cooperation is essential for the success of a flood control program in Lakeport.

Drainage Facilities. Existing drainage facilities vary in size from 15-inch corrugated metal pipe culverts to a 13-foot by 7-foot box culvert on Forbes Creek. Much of the drainage is still carried in natural stream beds and open channels. Portions of the existing drainage system are in good condition and incorporation of these facilities into the long range master plan can reduce the cost of new facilities required. In some cases where the existing system cannot be incorporated, it may be used to collect and convey local runoff to the new facilities. Roadway culvert crossings are generally inadequate and will require replacement as the area continues to develop.

Lakeport is traversed by several streams and drainage areas which flow into Clear Lake. The development that has occurred during the past ten years has accentuated existing drainage problems and has increased the potential for flooding. New development must mitigate any net increase in stormwater runoff through providing on-site drainage retention/detention features, such as drainage swales, ponds, etc.

Flood Zone. There are 347 acres of land within the City limits that lie within a 100-year flood zone. This land is primarily located along the shores of Clear Lake and the streams that flow into the lake. There is no land within the City limits designated within the 500-year flood zone. See Figure 4-1.

Storm Water Management Plan. In 2003, the City of Lakeport, in conjunction with the County of Lake and the City of Clearlake, adopted the Lake County Storm Water Management Plan (SWMP). Required by the Federal Clean Water Act, under the National Pollution Discharge Elimination System (NPDES Permit Program), the County's three jurisdictions are required to maintain, implement, and enforce an effective SWMP. The SWMP is designed to reduce the discharge of pollutants into Clear Lake and to enhance the water quality.

As a part of this process, in 2006, the City Council adopted a new SWMP ordinance that will, among other things, prohibit non-storm water discharge into the City's storm drainage system. In addition, as part of its public education program, the City has stenciled storm drain inlets with the

message “No Dumping. Flows to Clear Lake” and has also installed visible “buttons” to replace worn stenciling.

Planned improvements. The City continues to make improvements to increase the capacity of existing drainage facilities to relieve flooding within presently developed areas. These improvements include efforts to mitigate conditions which result from 100-year storm events. Planned improvements include: 1) replacement and/or upsizing of existing roadway culvert crossings that are currently inadequate; 2) installation of larger culverts, new culverts, channels, and inlets to mitigate flash flooding that occurs adjacent to drainage courses; and 3) installation of frontage improvements such as curbs.

SEWER

The City of Lakeport Municipal Sewer District (CLMSD) owns and operates the City of Lakeport wastewater treatment plant (WWTP), which consists of a headworks facility with bar screens, two aerated treatment ponds, a chlorination facility, and an effluent storage reservoir. Effluent is disinfected and then discharged to the reservoir, and then is land applied to approximately 340 acres southwest of the existing city limits. The plant’s Average Dry Weather Flow (ADWF) design capacity is 0.51 million gallons per day (mgd), and its peak wet weather design flow (PWWF) is 3.0 mgd (Pace, 2008). Current ADWF have averaged 0.38 mgd in recent years and PWWF have averaged 2.8 MGD (Sewer System Master Plan, 2018).

The CLMSD serves land within the City limits, within two county assessment districts, an area south of the City, and an area north of the City. The District’s sewage collection system runs generally along the eastern edge of the City near Clear Lake. The City is currently served by two wastewater treatment plants.

The CLMSD was created primarily to facilitate funding of infrastructure and services. Budgeting for the District is conducted concurrently with the City’s budget process by city staff.

Wastewater Collection System: The existing Lakeport wastewater collection system consists of about 135,400 feet of collector sewer mains and 13,500 feet of interceptor sewers. Based on current estimated peak wet weather conditions, it appears that the majority of the existing collection system has, in general, adequate capacity. Since adoption of the 5th Cycle Housing Element, the City has replaced over 1,900 feet of aged sewer mains (Clear Lake Avenue, North Main Street, and First Street) and has addressed inflow and infiltration issues in several locations to ensure the system operates adequately.

Sewer Lift Stations: There are presently nine public operated sewage lift stations in the City: Martin Street, Clearlake Avenue (replaced in 2016), Lakeshore Boulevard, Rose Street, C Street, Lakeport Boulevard, Lake County Lift Station No. 12, Lerrecou Lane, and Linda Lane Lift Stations. The Lake County Lift Station No. 12 is operated by the Lake County Sanitary District, but it discharges into the Lakeport collection system. The Lakeshore Boulevard Lift Station is the City’s newest lift station and it discharges sewage into the Lake County Sanitary District collection system for treatment at the county treatment facilities.

Wastewater Treatment Plant: Based on the treatment plant water balance that was calculated for the 2008 Master Sewer Plan, it appears that the current Lakeport Wastewater Treatment Plant has an existing ADWF capacity of approximately 0.51 MGD. The design PWWF capacity of the plant

4. INVENTORY OF RESIDENTIAL SITES

is estimated at 3.0 MGD. The ADWF capacity is based on the treatment plant's ability to store and dispose of the annual effluent volume generated by Lakeport. Over the past 4 to 5 years, the summer ADWF has been estimated to be about 0.38 MGD. This is estimated to be about 75 percent of the current 100-year annual capacity of the effluent irrigation and storage facilities at the plant. Based on recent historical plant flows and the City's ongoing inflow and infiltration (I&I) reduction program, the estimated peak flow at the plant is roughly 2.8 MGD. Through the USDA Water/Sewer Projects, the City will repair and improve treatment ponds to address health and safety issues and to ensure adequate storage and treatment capacity.

Future Sewage Flows: The number of residential unit equivalents (RUEs) within the Master Plan study area is projected to be approximately 2,600. Based on the City's General Plan and proposed developments submitted to the City's planning department, the 2008 Master Plan estimated that growth would occur at a 1.1 percent annual growth rate equating to approximately 630 RUEs added to the City's wastewater collection system from 2008 through 2028. Of these future RUEs, about 520 RUEs would be added to the City's main sewer area that is currently being served by the Lakeport treatment plant. This would result in an ADWF at the treatment plant of roughly 0.48 MGD at year 2028 (Pace, 2008; Sewer System Management Plan, 2018).

Summary: The analysis in the Sewer System Management Plan (City of Lakeport, 2018) and the Master Sewer Plan (Pace, 2008) indicates that there is adequate sewer capacity to meet existing and projected growth within the City of Lakeport. Given that growth in the City has occurred at rates less than those used for the Master Sewer Plan, it is anticipated that the sewer capacity will accommodate growth beyond 2028. The Master Plan and Sewer System Management Plan, updated in 2018, identify various improvements to the sewer collection and treatment system that should be implemented over the next 20 years to ensure that adequate capacity continues to be available to the City. The City has been diligent in implementing improvements and seeking funding, such as the USDA Water and Sewer loan funds, to ensure that the sewer system is maintained and operated to serve existing and anticipated development. The City has adequate treatment and conveyance capacity to meet the demand for sewer treatment that would be generated by development consistent with the City's housing needs, including the 2018-2027 RHNA.

ROADS

Existing Network and Flow. The City of Lakeport's existing roadway network is defined and constrained by two barriers: Clear Lake on the east and State Highway 29 on the west. The majority of the city is laid out in a rectangular grid pattern which is interrupted by hilly terrain. In these hilly areas the street system becomes discontinuous and through traffic is difficult.

Many of the City's streets are narrow, not improved to current standards, and will require upgrading. In addition, further development of the street system between Lakeport Blvd. and Martin Street is hindered by large areas devoted to public facilities such as the City corporation yard and the Lake County Fairgrounds.

Although construction of the State Route 29 has reduced congestion downtown, it is now a barrier inhibiting east-west circulation through the Planning Area. Access across State Route 29 is only available at Eleventh Street, Lakeport Boulevard, Martin Street, and the South Main Street intersection with Highway 29. Additional capacity on existing roads will be required to

accommodate increased traffic crossing the freeway as the areas to the west of State Route 29 develop.

State Route 29 permits vehicles to bypass the downtown district and carries the largest amount of traffic through Lakeport. When the State Route 29 bypass was constructed in 1970, it carried between 2,000 and 4,000 vehicles per day, significantly reducing the amount of through traffic on Main Street and other city streets. Lakeport has grown considerably resulting in an increase in traffic volumes on Main Street. Traffic volumes will continue to increase commensurate with population growth in Lakeport and the County.

Traffic volumes continue to increase on principal arterials and many collectors, particularly in the downtown district. The central core, bounded by First, Third, Forbes and Park Streets, generates more vehicular traffic than anywhere else in Lakeport. The majority of north-south through traffic is carried on State Route 29 and on the Main Street, High Street, Lakeshore Boulevard corridor. East/west traffic volumes are highest on Lakeport Boulevard and Eleventh Street.

Roadway Improvements. Congestion on the City's arterial and collector street systems, including the downtown district will become a problem. Actions are needed to improve existing traffic flow and mitigate the impacts of existing and future land development. Major improvements to the existing system are necessary, including road widening, additional crossings over/under the freeway, new roads, additional traffic controls, including signalization of intersections, and perhaps one-way couplet systems.

Funds will not be available to build all the roadway improvements required to offset or significantly improve future traffic congestion in Lakeport and its Sphere of Influence. The roadway improvements listed in the General Plan, however, represent the most important and cost effective improvements. These recommended improvements constitute the City's Long Range Roadway Improvement Program.

Lakeport has several characteristics which increase the difficulty of improving the roadway system such as: hilly terrain; a relatively large amount of undeveloped land located within City limits; and many substandard roads. The City, however, has developed a systematic approach to improving the City's roadway system. Additional capacity is needed to carry the increased amount of projected traffic. The recommended improvements to the roadway system are organized under policies and implementation programs for System-wide Improvements, Route Completion, and Road Maintenance and Improvement. Current and planned projects in the Capital Improvements Program to address roadway system needs include First Street paving, road striping, Second Street sidewalk reconstruction, Hartley Street Safe Routes to School improvements, South Main Street rehabilitation program, and various road reconstructions and surface treatments.

Incomplete Streets and Utilities

There are several areas of Lakeport with incomplete street systems. Developing residential lots within these areas calls for the developer to construct right-of-way improvements, including half-street paving, curbs, gutters and sidewalks. Several of these lots also have topographic concerns, making the development process even more costly. The lack of sewer, water, and storm drainage utilities acts as an additional constraint to the development of housing. Areas with these constraints are primarily single family residential areas along the City's western boundary and do not include the City's R-2 and R-3 sites which are generally located adjacent to existing streets.

ENVIRONMENTAL CONSTRAINTS

Biological Resources

The City of Lakeport is located within the ecoregion known as the Northern California Interior Coast Ranges. Northern California Interior Coast Ranges vegetation is predominately characterized by the Blue Oak series, Chamise series, Purple needle grass series, and Foothill pine series (General Plan EIR, 2008). The vegetation within these plant communities vary greatly and are generally influenced by several ecological factors, including the amount of water available, soil depth and chemistry, slope and aspect (angle of the terrain with regard to direct sunlight), and climate.

The following habitat types are found within the City of Lakeport: shoreline, riparian, oak woodlands, chaparral, agricultural lands, and urban areas. There are several special-status plant and animal species know to occur in the vicinity of the City, however, the City is not located within an identified migratory corridor.

There are numerous policies and measures included in the 2008 Lakeport General Plan Draft EIR, which were incorporated into the City's 2009 General Plan update, that serve to protect and preserve important natural and biological resources (Conservation Element Policies C 1.1 through C 1.3 and related programs). The above referenced policies include requirements such as clustering residential development at higher densities to protect areas of open space, requiring setbacks from the Clear Lake shoreline and other surface water resources, and limiting the amount of ground disturbance during construction activities. As stated previously in this section, the City of Lakeport has adequate amounts of vacant and/or underutilized residential lands to meet their projected housing needs through 2019, without changing the land use designation on any City parcels. The General Plan EIR included an analysis that assumed full buildout of parcels within the City limits, and concluded that impacts to biological resources would not be significant after appropriate mitigation was applied. The natural and biological resources present in Lakeport would not pose an impediment to the development of new housing units to meet the City's RHNA.

Soils

The City of Lakeport lies on a shelf forming the western shore of Clear Lake. The surrounding area is mountainous, with valleys running southeast to northwest. Slopes range from 0.5 percent near the lake to 100 percent in the upper Forbes Creek watershed, but few areas have slopes over 40 percent, and most slopes are less than 15 percent. Elevation ranges from 1,326 feet above sea level at the lake to about 1,450 feet along Highway 29; peaks to the west of the City rise to over 1,900 feet.

Lakeport's bedrock consists of the marine Franciscan complex, typical of the Coast Range, overlaid with alluvium, lake and terrace deposits typical of the Clear Lake basin. The Franciscan complex dates roughly from the late Jurassic period, over 135 million years ago, while the alluvium, lake and terrace deposits are much younger, dating probably from the late Quaternary period, within the last million years. The Franciscan rock is fairly hard and stable, while that of the other deposits is softer and poorly consolidated. The geologic structure of the area is more complex than this simple, generalized "layer-cake" description would suggest; geologic activity, such as erosion, uplifting and faulting, has not only created the layers but altered their form and relative positions. Consequently, the deposits vary in depth, thickness, and position from spot to

spot. For instance, in many steeper parts of Lakeport the Franciscan formation protrudes through overlying layers.

Manzanita and Wappo loams are the predominant soil types in the Lakeport area; other soils, such as Cole Variant clay, and Bressa-Millsholm loams, are also present. Although these soils have no significant limitations, they do in general have low permeability, moderate susceptibility to erosion and high shrink-swell potential. In addition to naturally occurring soils, there are areas of downtown Lakeport where imported materials have been used as fill, particularly in lakefront areas. These materials tend to be poorly consolidated and subject to subsidence.

Asbestos is a term used for several types of naturally-occurring fibrous minerals found in many parts of California. The most common type of asbestos is chrysotile, but other types are also found in California. Asbestos is commonly found in ultramafic rock, including serpentine, and near fault zones. The amount of asbestos that is typically present in these rocks range from less than 1% up to about 25%, and sometimes more. Asbestos is released from ultramafic and serpentine rock when it is broken or crushed. This can happen when cars drive over unpaved roads or driveways which are surfaced with these rocks, when land is graded for building purposes, or at quarrying operations. It is also released naturally through weathering and erosion. Once released from the rock, asbestos can become airborne and may stay in the air for long periods of time. All types of asbestos are hazardous and may cause lung disease and cancer. Health risks to people are dependent upon their exposure to asbestos. The longer a person is exposed to asbestos and the greater the intensity of the exposure, the greater the chances for a health problem. Asbestos-related disease, such as lung cancer, may not occur for decades after breathing asbestos fibers.

According to the Lake County Air Quality Management District, there are areas within the City of Lakeport where serpentine soils, which contain naturally occurring asbestos, are present. These areas are generally located in the southern portion of the City, east of State Route 29 and south of Martin Street (LCAQMD). The City's General Plan includes policies and measures that would reduce the risk of exposure to naturally occurring asbestos. Policy C 3.3 states that "The City shall protect public health from naturally occurring asbestos by requiring mitigation measures to control dust and emissions during construction, grading, quarrying or surface mining operations. Program C 3.3-a states that, "The City should adopt an ordinance that regulates construction activities in areas that may contain serpentine soils." These General Plan measures would ensure that risks associated with asbestos found naturally in serpentine soils in areas of the City would be mitigated to less than significant levels.

Future development within the city will be guided by the policies contained in the updated General Plan and other local regulations. The City's Erosion Control Ordinance requires developers to manage soil erosion on project sites using various standard measures. Policy S 1.3 of the General Plan Update minimizes risks from slope instability by requiring developers to implement measures that protect slopes, by designating properties with severe sliding and soils conditions for low intensity uses, and by evaluating slopes over 20 percent and/or unstable land for safety hazards. Additionally, General Plan Policy C 8.3 further reduces soil erosion potential by requiring grading permits for all new construction, where applicable.

The type and condition of soils in the City do not pose a significant impediment to the development of housing in the City.

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Geologic Hazards

As is true in many areas of California, Lakeport is located in a highly active earthquake area and the potential exists for a significant seismic event in the future. Immediately east of the city, between the city and Clear Lake, there is a potentially active rupture zone. Potentially active rupture zones are faults which have been active in the past 2,000 years. Little is known about the shoreline fault rupture zone; however, it represents a potential significant hazard and must be taken into consideration when development occurs in the vicinity.

To the west of the city lie the San Andreas Fault and the Healdsburg Fault, 30 and 15 miles away, respectively. Both of these faults have been responsible for moderate to major seismic events in the past. The maximum earthquake magnitudes observed to date are 8.5 for the San Andreas Fault and 6.75 (Richter Scale) for the Healdsburg fault.

Within the past 200 years, no major damaging earthquakes have occurred along faults in Lake County; however, numerous minor faults exist within the County, designated potentially active, which could cause ground rupture, failure and shaking. Precise locations of these faults are not well established. But from information available, it appears that the greatest number of faults occur in the southwestern portion of the county near Mt. Konocti. The southeastern portion of the county also appears to have considerable faults, particularly from Grizzly Peak eastward and running from Knoxville to the southern county line.








All new construction in Lakeport is required to comply with the most current version of the California Building Standards Code, including the California Building Code, which include requirements for construction that reduce the risk of catastrophic building failure during a seismic event.

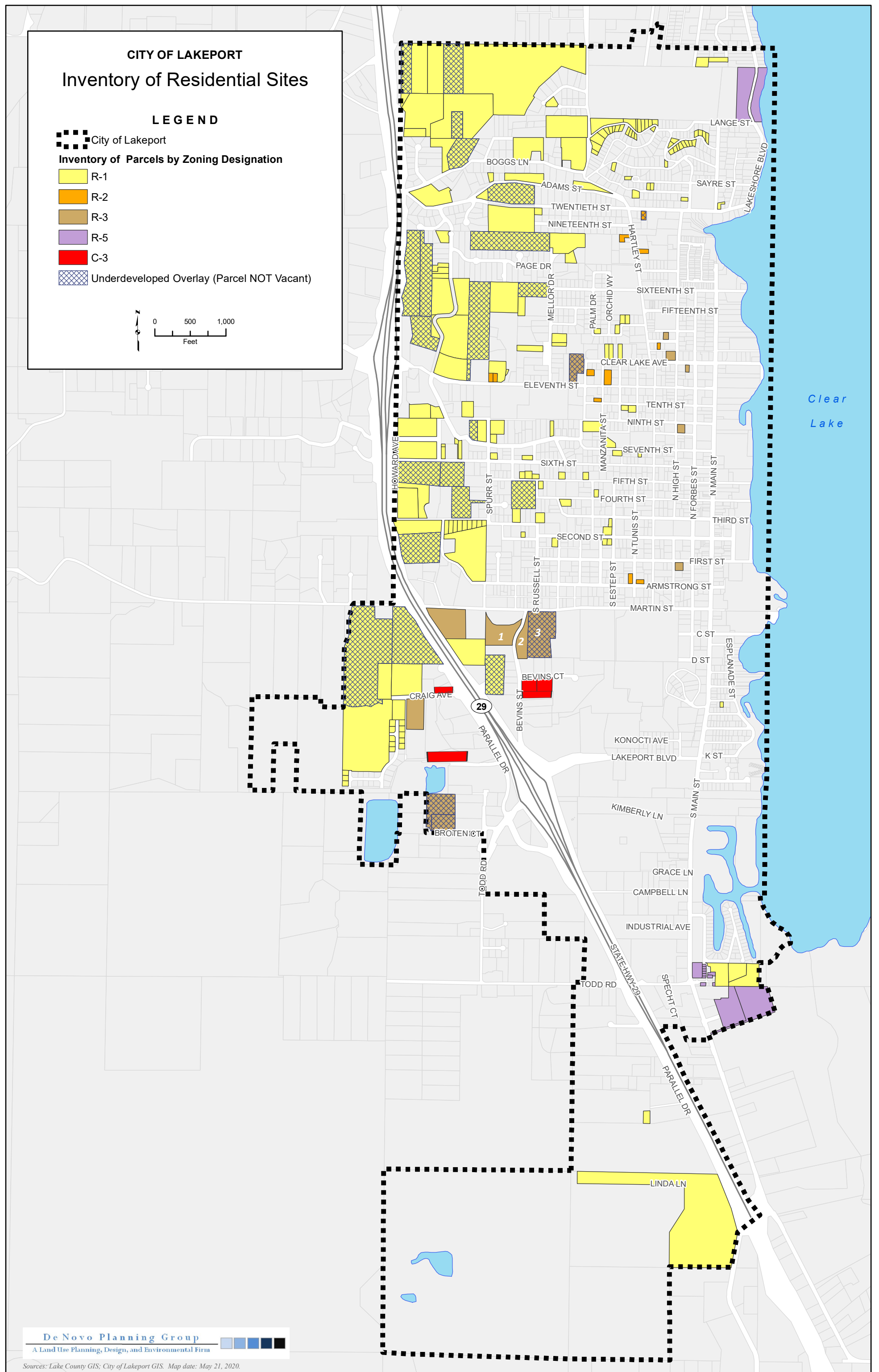
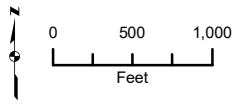
Fire Hazards

The south and southwest areas of Lakeport have lands rated high and very high fire hazard severity zones. To the west, a significant amount of lands beyond the City is rated in the very high fire hazard severity zone. While none of the sites included in the very low and low residential inventory (Sites 1, 2, and 3) are rated as high or very high fire hazard areas, the proximity of all lands within the City to areas that have high and very high fire hazard potential requires the City to ensure that lands are developed consistent with State and local requirements to address fire hazards, including providing an appropriate wildland/urban interface through ensuring that lands are maintained to reduce fire fuel sources and that building materials meet the requirements of the California Building Standards Code. All new construction in Lakeport is required to comply with the California Building Code, part of the California Building Standards Code, which establishes requirements for ignition-resistant construction for roofing, walls, decks, windows and other building elements for homes in the wildland-urban interface based upon a site's fire hazard severity zone classification.

CITY OF LAKEPORT Inventory of Residential Sites

LEGEND

-  City of Lakeport
- Inventory of Parcels by Zoning Designation**
-  R-1
-  R-2
-  R-3
-  R-5
-  C-3
-  Underdeveloped Overlay (Parcel NOT Vacant)



Clear
Lake

CHAPTER FIVE – CONSTRAINTS TO HOUSING AND HOUSING RESOURCES

Development projects face a variety of constraints that can be classified as governmental and non-governmental, although there is a strong interrelationship between these factors. Development constraints, by their definition, act to limit the number of units that are built. Governmental constraints can include land use and zoning controls, building codes, fees, permit processes, and political forces. Non-governmental constraints can include land cost and availability, financing costs and availability, construction costs, environmental constraints and social forces/consumer demands.

Chapter 4 presented a discussion about infrastructure availability, capital improvement needs, and potential environmental constraints related to natural and biological resources, soils, and geologic hazards. It was clearly stated in that discussion that the existing and planned infrastructure and environmental constraints would not be a significant constraint to meeting the City's growth projections. Therefore, infrastructure and environmental constraints are not discussed in the context of Chapter 5 Constraints to Housing. Specific governmental and non-governmental constraints are discussed in more detail in the following paragraphs.

Governmental Constraints

Governmental constraints are potential and actual policies, standards, requirements, fees, or actions imposed by the various levels of government on development. These governmental constraints are intended to ensure public safety and welfare with respect to housing construction and land use issues.

CALIFORNIA ENVIRONMENTAL QUALITY ACT

The California Environmental Quality Act (CEQA) was developed to protect the quality of the environment and the health and safety of persons from environmental effects. Discretionary projects are required to be reviewed consistent with the requirements of CEQA to determine if there is potential for the project to cause a significant adverse effect on the environment. Depending on the type of project and its potential effects, technical traffic, noise, air quality, biological resources, and geotechnical reports may be needed. If potential adverse effects can be mitigated, a mitigated negative declaration is required. If potentially adverse effects cannot be mitigated, an environmental impact report is required. These documents have mandated content requirements and public review times. Preparation of CEQA documents can be costly and, despite maximum time limits set forth in the Public Resources Code, can extend the processing time of a project by a year or longer.

Projects that are a permitted use or identified by State law as only being subject to by-right or ministerial requirements are not subject to the CEQA process. In addition, in certain cases, particularly for affordable housing, residential infill, and agricultural housing projects consistent with the General Plan and zoning that meet specific criteria, the CEQA review process can be significantly reduced. The CEQA Guidelines provide for exemptions for eligible agricultural housing, affordable housing, and residential infill projects through CEQA Guidelines Sections 15192 through 15195, streamlined review for infill projects through CEQA Guidelines 15183.3, and focused environmental review for projects consistent with the General Plan and zoning through CEQA Guidelines Section 15183.

PREVAILING WAGE LAWS

Public works projects and affordable housing financed through the use of public funds are required to pay prevailing wages, which create a significant cost impact on the construction or rehabilitation of affordable housing units for low or moderate-income persons and the infrastructure to support such housing. Prevailing wages are typically higher than market wages and increases the cost of providing housing. The rehabilitation of certain qualifying affordable housing units for low or moderate-income persons is exempted from this requirement. In 2002, SB 972 provided for exemptions from prevailing wage requirements for the construction or rehabilitation of privately-owned residential projects. In 2017, SB 35 provided for streamlining of housing approvals for eligible multifamily projects but limited streamlining provisions to projects that pay prevailing wages regardless of whether the project was a public work (which is typically the threshold for applying prevailing wage requirements).

LAND USE CONTROLS

Land use controls are minimum standards included within the General Plan, and implemented through the City Zoning and Subdivision Ordinances. General Plan land use designations are a means of ensuring that the land uses in the community are properly situated in relation to one another and providing adequate space for each type of development. Zoning regulations are designed to implement the intentions of the General Plan land use designations. They also control such features as height and bulk of buildings, lot area, yard setbacks, population density, the building use, etc. If zoning standards are significantly more rigid than private sector design standards and do not allow sufficient land use flexibility, then development costs could increase and housing production may decrease.

General Plan

Land Use Element. The Lakeport General Plan Land Use Element provides a range of residential building types and densities in various areas of Lakeport. Densities range from 7.3 units per acre in the Residential use to 29 units per acre in High Density Residential use. Below is a brief description of each general plan residential land use district.

Residential (R). Designates areas suitable for single family dwellings up to 7.3 units per acre and multifamily developments comprising up to four units within a single structure at a maximum density of 19.3 dwelling units per acre. Consistent zoning districts include, but are not limited to, R-1 and R-2.

High Density Residential (HDR). Designates areas suitable for multifamily residential development at a density of 19.4 to 29.0 dwelling units per acre. Senior multifamily uses are permitted at a density not exceeding 45 dwelling units per acre. The high density residential designation allows convalescent and other hospital uses. Limited office uses would be permitted with a Conditional Use Permit pursuant to criteria contained in the Zoning Ordinance. Consistent zoning districts include, but are not limited to, R-3 and R-5.

Resort Residential (RR). Designates areas suitable for a mixture of resort uses, primarily along the shores of Clear Lake at a density of up to 87 units per acre for hotels, motels, and resorts and 43.5 units per acre for campground or overnight recreational vehicle uses, recreational vehicle, or tent equivalent to 1 unit. Residential uses are permitted at the High Density Residential density of 19.4 to 29 units per acre. Limited retail uses consistent and compatible with lakefront recreational uses

are permitted in this designation. Commercial uses related to the lake-oriented, recreational characteristics of this designation are permitted at a maximum FAR of 0.35. Consistent zoning districts include, but are not limited to, R-5.

Building Intensity. The maximum building intensity and population density [for residential districts] that would be permitted by each Land Use Designation are summarized in Table 5-1. It should be emphasized that these figures provide the maximum potential building and population that could occur without taking into account the constraints imposed by the natural environment, vehicular access, the provision of necessary services, and the standards contained in the Community Design Element. The City may restrict the maximum density figures indicated below to take into account these factors.

Table 5-1: Building Intensity and Population Density by Land Use Designation

Land Use Designation	Approximate Population Density	Building Intensity
Residential	17 to 45 persons per acre	7.3 (R-1) to 19.3 (R-2) units/acre
High Density Residential	67 persons per acre	29 units/acre (R-3)
Resort Residential	46 to 67 persons per acre	19.4 (R-5) to 29 units/acre

Policy Constraints. In accordance with the Government Code and various environmental laws, the General Plan sets forth policies related to Conservation, Open Space, Parks, and Recreation, and Safety. An overview of these policies is provided below. These policies seek to protect and preserve important values of the community, but tend to conflict with the ability to develop certain land for housing. Such conflicts can be considered a constraint. Some of the General Plan policies that could serve as a constraint to housing development are presented below.

Conservation Element. Policy C 1.1 and C 1.2 aim to preserve biological resources such as plant and animal species, special habitat areas, heritage trees, and soil disturbance. Policy C 3.1 and C 3.2 require the City to maintain high air quality standards and to ensure that sensitive receptors are protected from impacts. Policy C 7.1 discourages the annexation of productive prime agricultural lands for urban uses. Policy C 8.1 requires the preservation of streams and creeks in their natural state to the maximum extent feasible.

Open Spaces, Parks, and Recreation Element. Policy OS 2.1 seeks to preserve and restore open space areas to their natural state wherever possible and limit uses to those with a minimal environmental impact. Policy OS 2.2 is designed to ensure that adequate open space is provided to permit effective wildlife corridors for animal movement. Policy OS 2.3 protects open space in a manner that ensures protection of sensitive habitat areas. Policy OS 2.10 aims to protect and preserve valuable scenic view sheds and view corridors. Policy OS 2.11 preserves and expands links between open spaces and creek corridors.

Safety Element. Policy S 1.8 seeks to minimize the risk of personal injury and property damage due to flooding by preventing any development within the 100-year flood plain.

Zoning Ordinance

The Zoning Ordinance (amendments through 2019) contains five residential zoning designations that serve to implement the general plan land use designations. These include the R-1 Low Density Residential District, R-2 Medium Density Residential District, R-3 High Density Residential District, R-5 Resort/Residential, and UR Urban Reserve.

Low Density Residential R-1 District. The permitted uses in this district include: one single-family dwelling or modular home, residential accessory buildings, small family non-residential day care licensed for eight or fewer persons, duplexes, and one secondary unit. A use permit is required for: bed and breakfast inns, rooming and boarding houses, short-term rental of a residence to transient guests, large family non-residential day care centers, and community care facilities. Community care facilities include small and large group homes.

Medium Density Residential R-2 District. The permitted uses in this district include: one single-family dwelling or manufactured home, two single-family dwellings subject to General Plan density standards, one secondary unit, duplexes, triplexes, fourplexes, and condominiums in accordance with the development standards, residential accessory buildings, and small family non-residential day care licensed for eight or fewer persons. A use permit is required for: nursing and convalescent homes, mobile homes parks, building heights in excess of 35 feet, and those uses permitted in the R-1 District subject to a use permit.

High Density Residential R-3 District. The permitted uses in this district include: duplexes, triplexes, fourplexes, apartment buildings, multi-family dwelling groups, and condominiums, residential accessory uses and accessory structures, and small family non-residential day care licensed for eight or fewer persons. A use permit is required for: mobile home parks, small-scale offices serving the multi-family residential complex, one- single-family dwelling or manufactured home if it is to replace a previously existing dwelling, those uses permitted in the R-2 District subject to a use permit, bed and breakfast inns with food service and catering, and community care facilities. The Zoning Ordinance was amended in 2014 to allow multi-family development to include an on-site office for the management of the complex without a use permit in order to accommodate apartments with on-site management.

Resort/Residential R-5 District. The permitted uses in this district include: Duplexes, triplexes, fourplexes, apartments, and condominiums, resorts, hotels, and motels. A use permit is required for: restaurants, food and beverage sales, retail sales of lake-oriented and recreational merchandise, rental of lake-oriented recreational equipment, mobile home park, RV park, and campground, marinas, boat storage facility and repair activity, and those uses permitted in the R-2 and R-3 zones with a use permit, bed and breakfast inns with food service and catering, and community care facilities.

Urban Reserve (UR) District. The purpose of this district is to provide for large lot residential development in areas where urban infrastructure such as public water, sewer, and City-maintained roads are not yet available but will ultimately be provided. The UR designates areas outside of the City limits and within the SOI. The permitted uses in this district include: One single-family dwelling, Agricultural and residential accessory uses and accessory structures including barns and private stables, and small family day care homes licensed for eight or fewer persons.

Light Retail (C-1) District. The purpose of this district is to establish areas for small neighborhood-oriented retail establishments on individual sites or small neighborhood shopping centers. Residential uses are allowed in conjunction with certain primary uses and large residential care homes are allowed with a use permit.

Service Commercial (C-3) District. The purpose of this district is to provide areas suitable for heavy commercial, light manufacturing, and fabrication uses which do not specialize in pedestrian traffic. Emergency shelters are permitted in this district.

Professional Office (PO) District. The purpose of this district is to establish areas for professional office uses. The PO district also provides for multifamily and large residential care homes subject to the issuance of a use permit.

Planned Development. The Zoning Ordinance also has a Planned Development Combining District (PD) overlay zone that allows greater design flexibility and planning when compared to the more strict application of conventional single-family land use and development criteria. Permitted uses in the PD district include all uses that are permitted in the base residential zone district, and they must conform to the area, height, density, lot width and yard regulations required by the underlying Zoning District.

The PD zone enables clustering of units (i.e. developing less land while allowing the same number of housing units that would be permitted under conventional subdivision ordinances), mixing of uses and building types (i.e. multiple housing mixed with commercial and professional uses for example), as well as establishment of special development standards and criteria, which respond to the particular features of a site. This flexibility allows for more efficient infrastructure cost per unit for development projects. It is estimated that the cost savings can be as high as 25 percent per unit when the PD zone is applied to certain parcels. The clustering approach, coupled with density bonuses, enhances Lakeport's role as an affordable housing resource, and is beneficial in meeting the housing needs of special groups (seniors, disabled, etc.).

Permitted Uses and Residential Development Standards. Table 5-2 summarizes the permitted residential uses within each residential district, as well as the C-1, C-3, and PO districts. Community care facilities are also permitted with a use permit in the Light Retail (C-1), Major Retail (C-2), and Service Commercial (C-3) Districts. Medium density (subject to R-3 standards) and mixed-use developments are allowed in the Central Business (CB) District with a use permit. Table 5-3 summarizes the development standards applicable to each residential district and select non-residential districts.

Table 5-2: Residential Permitted Uses

Zone	Single Family Unit	Duplex	Tri & Four-Plex/ Condos	Multi-family Apts/ Condos	Mobil e Home Parks	Residenti al Care Home (Small)	Resident ial Care Home (Large)	Rooming and Boarding Houses	Emergen cy Housing or Shelter	Access ory Dwellin g Unit
R-1	X	X ¹				X ²	UP	UP	UP	X ³
R-2	X ⁴	X	X		UP	X ²	UP	UP	UP	X ³
R-3	R	X	X	X	UP	R ²	ZP	UP	UP	

5. CONSTRAINTS TO HOUSING AND HOUSING RESOURCES

Zone	Single Family Unit	Duplex	Tri & Four-Plex/Condos	Multi-family Apts/Condos	Mobil e Home Parks	Residenti al Care Home (Small)	Residenti al Care Home (Large)	Rooming and Boarding Houses	Emergen cy Housing or Shelter	Access ory Dwelling Unit
R-5	R	X	X	X	UP	R ²	UP	UP	UP	
UR	X					X ²				X ³
C-1	X ⁶			X ⁶ /UP		X ²	UP			
C-3									X ⁵	
PO	R			UP			UP			

X = Permitted by Right, ZP = Permitted with a Zoning Permit; UP = Permitted with Use Permit; R = Permitted as Replacement Dwelling subject to Use Permit

¹Minimum lot size of 12,000 square feet

²Small residential care homes are subject to the same permitting requirements and standards as a residential unit of the same type. A single family residential care home is permitted in the same manner as a single family residence.

³Permitted on 7,500 sf parcel subject to standards in Chapter 17.28

⁴Two single family units permitted per lot

⁵Emergency shelters that do not meet the location and performance standards established at Section 17.28.010(EE) are subject to a Use Permit

⁶Mixed-use residential permitted in conjunction with a commercial and/or office use Section 17.09.030.H,I, 17.08.050.I.

Table 5-3: Development Standards by Residential Zoning District

Zoning District	Allowed Density (du/ac)	Min. Lot Size (sf)	Min. Site Width (ft)	Front Setback (ft)	Side Setback (ft)	Rear Setback (ft)	Max. Height (ft)	Max. lot Coverage (%)
R-1	7.3	6,000	60	15	5	10	35	40% ³
R-2	19.3	6,000	60	15	5/10 ²	10/15 ²	35	40%
R-3	29.0 ¹	6,000	60	15	5/10 ²	10/15 ²	35	1-story: 60% 2-story: 55% 3-story: 50%
R-5	19.4	6,000	60	15	10	15	25	1-story: 60% 2-story: 55% 3-story: 50%
UR	0.2	5 acres	150	20	5	20	35	Not specified
C-1	None	6,000	60: interior 65: corner	10	10	0/10 ⁴	35	1 story: 60% 2 story: 50% Floor Area Ratio: 0.35
C-3	NA	12,000	100	15	10	0/10 ⁴	35	Floor Area Ratio: 0.45
PO	29.0	6,000	80	15	10	5/10 ⁵	35 ⁶	

¹Senior housing is allowed at densities up to 45 du/ac

²The lower end of the setback range applies to single family and duplex uses; the upper range applies to triplex, fourplex, and condominium uses

³Lot coverage up to 60% is allowed on substandard lots

⁴10 feet adjacent to residential lot

⁵10 for two stories, additional stories may require increased setback

⁶Additional height subject to use permit

Source: City of Lakeport Zoning Ordinance, 2019

Subdivision Ordinance

The Subdivision Ordinance governs the process of converting raw land into building sites. It allows the City to control the internal design of each new subdivision so that its pattern of streets, lots, public utilities, etc. will be safe, pleasant and economical to maintain. Overly restrictive standards will result in greater land development costs and/or lack of development interest.

The Subdivision Ordinance requires on- and off-site improvements that are similar to the requirements of other communities in Lake County and does not create any undue obstacles or constraints in the provision of any housing type. Rather, the required improvements ensure the provision of adequate utilities, efficient access for public safety services, and the ability to maintain quality, livable neighborhoods and communities.

Approximately 346 acres of land in the City of Lakeport is located within Special Flood Hazard Area “A” according to the City of Lakeport’s Geographic Information System. Most of this land is on the eastern side of town adjacent to Clear Lake. Property located in Flood Zone “A” is subject to a one percent or greater chance of flooding (100-year flood) in any given year. Construction occurring within flood zones must be done in accordance with Chapter 15.16 of the Municipal Code which states that no structure shall be constructed, located, extended, converted, or altered without full compliance with the Floodplain Management regulations.

Site Improvements

Site improvements are regulated by the Subdivision and Zoning Ordinances through conditions and standards imposed within the City’s Site Plan Review process. Site improvements include such things as required off-street parking, landscaping, walls, storm drainage, sewer and water systems, etc. The frontage of each lot must be improved to provide street (if not served by a standard street), curb, gutter, and sidewalk. Local streets require 40 to 50 feet of right-of-way, including 30-34 feet of improved street, 4 feet of sidewalk (both sides), and 4 feet of planting strips (both sides). Arterial streets require 60 to 66 feet of right-of-way, including 30-34 feet of improved street, 4 feet of sidewalk (both sides), and 4 feet of planting strips (both sides). To reduce housing costs, the City attempts to require only those improvements that are deemed necessary to maintain public health, safety, and welfare. Right-of-way street improvements and other required improvements may be deferred for subdivisions of four or less parcels.

Parking

Parking requirements are identified in Table 5-4. The Zoning Ordinance provides for flexibility in parking requirements, including reductions in parking requirements and joint-use of parking facilities. Section 17.23.030 allows parking to be reduced by the Planning Commission, City Council, or other review authority when the following findings are made:

1. The characteristics of a particular use do not necessitate the number of parking spaces, parking lot design, or improvements required by this section; and

5. CONSTRAINTS TO HOUSING AND HOUSING RESOURCES

2. The reduced parking standards will be adequate to accommodate all parking needs generated by the use and will not be a detriment to the public health, safety, and welfare.

Section 17.23.060(D) allows off-site and joint use parking under certain conditions. Off-site parking may be provided within a 300 foot radius of the project after approval by the Planning Commission or City Council. If said parking is located on land not owned by the project developer, a cross access agreement or other contractual arrangement must be provided. Said parking must be available without charge. Joint use of parking facilities may be allowed by the appropriate review authority when there is no conflict of use and when there is sufficient parking for all uses. Joint use of parking facilities will only be considered upon the submittal of a cross access easement or other agreement allowing said parking.

Affordable housing projects may use the parking ratios established by Government Code Section 65915 (State Density Bonus law), which provide a reduction compared to the City’s parking ratios, except that the City’s parking requirements for a two- or three-bedroom single family unit are the same as those provided under GC Section 65915.

Table 5-4: Parking Standards – Residential Uses

Residential Use	Parking Requirement
Single-family dwelling or duplex on individual lots	1 covered and 1 covered or uncovered space per dwelling unit.
Triplex, fourplex, or multifamily dwelling	1 covered and 0.5 covered or uncovered space per dwelling unit. 0.5 additional uncovered space for each unit with three or more bedrooms; and, or multifamily dwellings, 1 recreational vehicle parking space per 10 dwelling units.
Mobilehome in a mobilehome park	1 covered space per dwelling unit; 1 recreational vehicle parking space per five dwelling units; and one visitor parking space for each two dwelling units.
Emergency shelters in the C-3 service commercial district	1 space for every 6 adult beds or 0.5 space per bedroom designated for family units with children. 1 space shall be provided for each manager/staff member. Bike rack parking required.
Accessory dwelling unit	1 covered off-street parking space.
Rooming or boarding house; dormitory	1 parking space for every rentable bedroom in addition to the parking required for the residence; for dormitories, 100 square feet of floor area shall be considered a bedroom.

Source: City of Lakeport Zoning Ordinance, 2019

Analysis of Land Use and Development Standards related to Residential Development and Affordable Housing:

Lakeport’s residential development standards have not constrained housing development in the City nor are they an obstacle to the development of affordable units. The densities generally match the General Plan land use categories. The setback and height requirements relate well to the

densities permitted. Lot size requirements also are reasonable. Development of substandard lots is permitted by Section 17.28.010 V. of the Code.

As described in Chapter 4, the City has adequate sites to accommodate its housing needs, including more than adequate capacity to accommodate the City's very low and low income housing allocation with R-3 multi-family sites. Multi-family housing projects are permitted by right in the R-2, R-3, and R-5 districts. The General Plan requires development in the High Density Residential designation to have a minimum of 19.4 du/ac. This provision effectively prohibits the development of vacant multi-family sites with low density single family detached homes, resulting in the preservation of these sites for high density housing.

Lot coverage requirements apply in all residential zoning districts and increase relative to the allowed density in each district. These requirements allow 50 to 60 percent lot coverage for multi-family development, as shown in Table 5-3. Heights up to 35 feet, which accommodate three stories, are allowed in the R-2 and R-3 zoning districts. Multi-family front setbacks of 15 feet are the same as allowed for single family development, while side and rear setbacks only increase by five feet compared to single family development. The allowed setbacks, along with lot coverage allowances and maximum allowed heights, provide a developable envelope that will accommodate development at maximum allowed densities.

The City's multifamily parking requirements are less than or comparable to those of other local agencies, including Lake County (multifamily parking requirement of 2 spaces/du or 1 space per bedroom, 0.5 guest spaces/du, and one recreational vehicle space per five dwelling units) and Clearlake (parking requirement of 2 spaces/du plus 0.5 guest spaced/du, except one bedroom units which require 1.5 spaces/du plus 0.5 guest spaces/du). Lakeport's parking requirements are not considered a constraint to the development of housing nor are they considered a constraint to developing affordable housing.

While revisions to the City's zoning or development standards are needed to accommodate development of affordable housing and a variety of housing types, specific housing types do need to be addressed in the Zoning Ordinance (see discussion below).

ZONING FOR A VARIETY OF HOUSING TYPES

The Lakeport Zoning Ordinance provides opportunities for a variety of housing types. The Zoning Ordinance does not discriminate against special needs persons and does not discriminate based on household/family type. The Zoning Ordinance defines "family" as one or more persons occupying a premise and living as a single housekeeping unit as distinguished from a group occupying a hotel, club, fraternity, or sorority house. The family shall be deemed to include necessary servants.

Housing Accessibility for the Disabled

The Lanterman Act sets out the rights and responsibilities of persons with developmental disabilities. The Lanterman Act impacts local zoning ordinances by requiring the use of property for the care of six or fewer disabled persons to be classified as a residential use under zoning. More specifically, a State-authorized, certified or licensed family care home, foster home, or a group home serving six or fewer disabled persons or dependent and neglected children on a 24-hour-a-day basis is considered a residential use that is to be permitted in all residential zones. No local agency can impose stricter zoning or building and safety standards on these homes.

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An analysis of constraints on persons with disabilities was conducted for this Housing Element update.

Community Care Facilities. A Community Care Facility is a facility, place, or building which is maintained and operated to provide non-medical residential care, emergency shelters, adult day care, or home finding agency services for children, adults, or children and adults, including, but not limited to, the physically handicapped, mentally impaired, or incompetent persons. “Community care facility” shall include residential facility, residential care facility for the elderly, adult day care facility, home finding agency, and social rehabilitation facility, as defined in Section 1502 of the Health and Safety Code.

State law requires the consideration of small residential care facilities as residential uses that must only be subject to the same restrictions that apply to family dwellings. The Lakeport Zoning Ordinance allows residential care facilities serving six or fewer persons subject to the same requirements as a single family home. Large residential care homes serving 7 to 14 persons will be allowed as a permitted use in the R-3 zone and with a conditional use permit in the R-1, R-2, C-1, and C-2 zones. Community care facilities serving 15 or more persons will continue to be allowed with a conditional use permit in the R-1, R-2, R-3, C-1, C-2, and C-3 zones.

While Health and Safety Code 1267.9 provides for the prevention of overconcentration of certain community care facility/group home uses, State law does not provide for spacing requirements for all group home and community care facility uses. The Lakeport Zoning Ordinance was revised in 2014 to remove use permit and spacing requirements for residential care facilities that were inconsistent with State law. does not allow more than one community care facility permitted within a 300’ radius of another community care facility or day care center, unless approved by the Planning Commission.

The City provides for small residential care facilities consistent with State law and also provides for large residential care facilities and community care facilities in order to accommodate and encourage a variety of housing types and facilities to serve persons in need of care.

Accessibility. The City has adopted the California Building Standards Code. Chapter 11A sets forth housing accessibility requirements and will ensure that all or a portion of new developments are accessible to disabled persons. The accessibility requirements apply to apartments with three or more units, condominiums with four or more units, dwellings with three or more efficiency units (group homes), congregate residences, homeless shelters (if not already subject to access provisions of the State Architect), and publicly funded housing.

Improvements to ensure long-term accessibility to housing for the disabled are not specifically addressed in the Municipal Code. The City does not impose special permit procedures or requirements that could impede the retrofitting of homes for accessibility. The City’s requirements for building permits and inspections are the same as for other residential projects and are straightforward and not burdensome. The City’s currently expedites processing of requests that are necessary for reasonable accommodation and does not have any burdensome requirements. The Zoning Ordinance was amended in 2014 to establish a reasonable accommodation permit process for persons with a disability, including identification of approval procedures for accessibility improvements, such as the installation of ramps, walkways, grab bars, raised counters, and lighting, and identification of improvements that are exempt from building permit requirements.

Housing Rehabilitation. Retrofitting of units for accessibility is subject to the City's building permit requirements. The City's Housing Rehabilitation Program can be used to provide accessibility improvements for lower income households.

Nondiscrimination. The City requires nondiscrimination clauses where it enters into agreements to assist in the development of housing.

Secondary Units

Secondary accessory residential units, or accessory dwelling units (ADUs), can provide housing family members, students, the elderly, in-home health care providers, the disabled, and others, at below market prices within existing neighborhoods, increase the rental housing stock, and provide homeowners with added income. The Zoning Ordinance includes provisions for the development of ADUs, allowing ADUs as a permitted use within R-1 and R-2 districts and allowing two or more residential units per lot in the R-3 and R-5 districts. Chapter 17.28.010.CC establishes performance standards for ADUs, including the following requirements:

- Only one ADU shall be permitted on any one parcel.
- The total floor area shall not be less than 300 s.f. and shall not exceed 60% of the square footage of the existing single family house.
- The unit shall not be constructed unless there is an existing single-family dwelling on the site.
- The unit shall be provided with one covered parking space, in addition to the covered parking required for the existing single-family dwelling unit.
- The minimum lot size shall be 7,500 s.f., except if a unit meets specified criteria including an agreement that the unit be affordable to low, very low, or extremely low income tenants for a minimum of five years.
- Sewer expansion fees shall be collected and water expansion fees shall be collected if a new water meter is installed or upsized.

Since adoption of the 2014 Housing Element, a series of bills have been passed that require ADUs to be permitted if specific standards are met. Government Code Section 65852.2 provides for ADUs to be created in all zones that allow single-family or multifamily residential uses and allowed on lots with an existing or proposed dwelling, without a limitation that the dwelling be a single family unit. Government Code Section 65852.2 also establishes requirements for local standards for ADUs including ensuring that minimum size standards do not prohibit an efficiency unit and that the maximum square footage is at least 850 s.f. or 1,000 s.f. for an ADU with more than one bedroom, ensuring that standards permit at least an 800 s.f. accessory dwelling unit at least 16 feet in height, removing parking standards for certain ADUs, providing specific allowances for ADUs within multifamily units and on lots with multifamily units, and limiting fees that may be collected. Program 2-4 in the Housing Plan requires the City's secondary dwelling requirements to be updated to accommodate ADUs consistent with the requirements of State law.

Manufactured Housing

The City of Lakeport allows the installation of manufactured housing, mobile homes, and factory built housing provided the housing unit meets the state-allowed architectural standards. This provision is set forth in Chapter 17.29 of the City of Lakeport Zoning Ordinance. Allowing manufactured housing provides an affordable option for new residential development.

Housing for the Homeless

Emergency Shelters. Every locality must identify a zone or zones where emergency shelters are allowed as a permitted use without a conditional use or other discretionary permit. The identified zone or zones must include sufficient capacity to accommodate the need for emergency shelter as identified in the housing element, except that all local governments must identify a zone or zones to accommodate at least one year-round shelter. Adequate sites/zones can include existing facilities that can be converted to accommodate the need for emergency shelters.

State law requires the consideration of emergency shelters within residential districts that must only be subject to the same restrictions that apply to similar housing types in the same zone. The Lakeport Zoning Ordinance was updated to allow emergency shelters in the C-3 district, which was identified as appropriate for emergency shelter uses, due to the proximity to services and compatibility of uses allowed in the district. There are approximately eight acres of undeveloped C-3 land located on six sites throughout the City.

The Zoning Ordinance allows emergency shelters as a permitted use in the C-3 zone subject to the following standards:

- A maximum of twenty-four beds;
- Conformance to the development standards of the C-3 district;
- Management;
- Length of stay not to exceed 120 days in a 365-day period;
- Hours of operation, with clients admitted between 6 pm and 8 am during Pacific Daylight time and 5 pm and 8 am during Pacific Standard Time;
- Parking requirement of one space for every six adult beds, one-half space per bedroom designated for family units with children, one space for each staff member, and bike rack parking;
- Adequate exterior lighting for security purposes;
- Size and location of client intake and waiting area, including visual screening and rain/wind screening for exterior waiting areas;
- Security requirements, including secure areas for clients' personal property;
- Health and safety requirements addressing laundry facilities, toilets, and showers (which apply to all residential uses in the C-3 zone);

- Interior and/or exterior common space for clients to congregate shall be provided on the property at a ratio of not less than fifteen square feet per client, with a minimum overall area of one hundred square feet; and
- On-site management/shelter provider requirements, including submittal of an operational plan to ensure effective management.

Shelters may provide one or more of the following types of common facilities for the exclusive use of residents: central cooking and dining room(s) subject to compliance with county health department requirements, recreation room, counseling center, child-care facilities, and other support services intended to benefit homeless clients. Emergency shelters that are not consistent with the location, development, number of beds, and/or operational standards may be allowed with a use permit.

The City's emergency shelter provisions were adopted with the intent to comply with State housing law. The majority of the City's provisions are consistent with State law which allows a local government to apply written, objective standards addressing the maximum number of beds served nightly, off-street parking, size and location of waiting and client intake areas, on-site management, proximity to other shelters, length of stay, lighting, and security. The City updated the emergency shelter provisions in 2014 to remove certain standards that exceeded State law and the current provisions are consistent with the requirements of State law.

Low Barrier Navigation Centers. Low barrier navigation centers are a housing first, low barrier, temporary, service-enriched shelter that are identified and defined by State law. AB 2162 requires jurisdictions to further streamline approval of eligible low barrier navigation center applications in areas zoned for mixed use and multifamily uses, including nonresidential zones subject to specific criteria. The City's Zoning Ordinance does not address these recent requirements. Program 3-7 in the Housing Plan requires the Zoning Ordinance to be updated to address this requirement.

Supportive Housing. Supportive housing is permanent rental housing linked to a range of support services designed to enable residents to maintain stable housing and lead fuller lives. This housing benefits both households that are transitioning from homelessness and extremely low income households that are at-risk of homelessness. Typically, a portion of the housing is targeted to people who have risk factors such as homelessness, or health challenges such as mental illness or substance addiction. The types of support services that can be provided include medical and mental health care, vocational and employment services, substance abuse treatment, childcare, and independent living skills training.

State law requires the consideration of supportive housing as residential uses that must only be subject to the same restrictions that apply to similar housing types in the same zone. The Lakeport Zoning Ordinance was updated to define supportive housing consistent with the requirements of State law. AB 101 requires jurisdictions to further streamline approval of eligible supportive housing applications, including allowing supportive housing by right in all zones that allow residential and mixed use. Supportive housing within the City's Zoning Ordinance is allowed in all zones that allow residential uses and is subject to the same standards as residential units of the same type, meaning that a single family supportive housing unit is treated as a single family home

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and a multi-unit supportive housing facility is treated as a multi-family development. Program 3-7 in the Housing Plan requires the Zoning Ordinance to be updated to address this requirement.

Transitional Housing. Transitional housing is a type of supportive housing used to facilitate the movement of homeless individuals and families to permanent housing. Every locality must identify zones that will allow the development of transitional housing. Appropriate sites for transitional housing have the following characteristics:

- **Zoning:** Transitional housing should be subject to the same permitting processes as other housing in the zone without undue special regulatory requirements.
- **Location:** The zoning should include sites located within the boundaries of the jurisdiction and close to public services and facilities, including transportation.
- **Development Standards:** Parking requirements, fire regulations, and design standards should not impede the efficient use of the site as transitional housing.

State law requires the consideration of transitional housing as residential uses that must only be subject to the same restrictions that apply to similar housing types in the same zone. The Lakeport Zoning Ordinance was updated to define and accommodate transitional housing consistent with the requirements of State law, including the definition of transitional housing provided at Government Code Section 65582. Transitional housing is allowed in all zones that allow residential uses and is subject to the same standards as residential units of the same type, meaning that a single family transitional housing unit is treated as a single family home and a multi-unit transitional housing facility is treated as a multi-family development.

Housing Opportunities for Extremely Low Income Households

Extremely low income households can be housed in affordable housing developments with deep subsidies, such as Section 8 or Section 232. Other housing opportunities for extremely low income households include housing with shared facilities, such as living or dining areas, with private sleeping areas and are often referred to as single room occupancies (SROs), ADUs, and Section 8/Housing Choice Vouchers. SRO and secondary unit types of development allow rents to be much lower than those associated with typical apartment complexes. The City's apartment use allows for single rooms (self-contained dwelling units) to be provided within a building. While these units must provide cooking facilities, there is no minimum standard for cooking/kitchen facilities. The City also allows boarding houses, which are defined as a dwelling that serves three or more persons. Both the multifamily use and the boarding house use can accommodate efficiency units and developments such as SROs and is permitted in the R-3 and R-5 zones. As discussed in Chapter 4, there are vacant sites with these land use designations that will accommodate apartments with deep subsidies and SROs.

Employee Housing

Health and Safety Code Section 17021.5 requires employee housing for six or few employees to be permitted in the same manner as a single family residence and Section 17021.6 requires employee housing consisting of no more than 36 beds in a group quarters, 12 units or spaces designed for use by a single family or household, or eligible projects under Section 17021.8, to be deemed an agricultural use of land and limited to the same permit and zoning requirements of any other agricultural activity in the same zone. The Zoning Ordinance defines employee housing providing accommodation for six or fewer employees as a single family use subject only to those restrictions

that apply to other residential dwellings of the same type in the same zone and is consistent with State law. The Zoning Ordinance does not address employee housing as defined and accommodated under Health and Safety Code Sections 17021.6 and 17021.8. Program 3-7 would update the Zoning Ordinance to accommodate eligible employee housing consistent with Health and Safety Code Sections 17021.6 and 17021.8.

PERMIT APPROVAL PROCESS

The governmental review process adds time to the development process, which causes a direct financial effect on development. The longer it takes for a development proposal to be approved, the higher the development costs become.

State law provides basic time requirements to try to minimize costly delays, while providing adequate time for the local government to properly evaluate a development proposal. The time requirements are embodied in the Subdivision Map Act, California Environmental Quality Act, and General Plan and Zoning law (Government Code).

Processing times for development review vary, based on the size of the project and the extent of environmental review required. The review period can range from 30 review days for a minor project and up to six months for a major project. The review time does not include the time necessary for planners, engineers, and architects to prepare the development proposal and environmental studies, which can add significant additional time to the process.

Table 5-5 summarizes typical timelines for development permits in the City, following a determination that the application is deemed complete. Certain review and approval procedures run concurrently. For example, a ministerial review for a single family home would be processed concurrently with the design review. Site plan review is part of the design review process and not conducted separately. The CEQA document for a subdivision tract map would be processed concurrently with the site plan, subdivision map, and any requested variances or exceptions. Such procedures save time, money, and effort for both the public and private sector and decrease processing time and expense for the developer.

Table 5-5: Permit Types – Processing Time and Approval Authority

Permit	Processing Time	Approval Authority
Single Family Unit – Building permit	20 – 30 days	Community Development Director
Design Review – Duplexes, and Renovations	30 days	Community Development Director
Design Review – Multi-family	60 days	Planning Commission
Use Permits	30 – 45 days	Planning Commission
Minor Exceptions	30 days	Community Development Director
Variances	30 to 45 days	Planning Commission
Parcel Map (Tentative)	60 to 120 days	Planning Commission and City Council

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Permit	Processing Time	Approval Authority
Parcel Map (Final)	30 days	City Council/City Engineer
Subdivision Tract Map (Tentative)	45 to 60 days	Planning Commission and City Council
Subdivision Tract Map (Final)	30 days	City Council/City Engineer
Negative Declaration/Mitigated Negative Declaration	60 to 120 days	Same as primary permit requested
Environmental Impact Report	6 – 8 months	Same as primary permit requested

Source: City of Lakeport, 2020

The City works closely with developers to expedite approval procedures so as not to put any unnecessary timing constraints on development. For a typical project, an initial pre-consultation meeting with the community development department, public works, and the fire district is arranged to discuss the development proposal. Then a tentative parcel map application for a single family subdivision or design review application (site plan, elevations, and landscaping plan) for a multi-family project is filed. The application is first reviewed by the planning department and other departments, such as public works, for consistency with City ordinances and General Plan guidelines. The applicant is then approved by the appropriate approval authority.

Depending on the complexity of the project, a single-family project or multi-family development is typically approved in eight weeks from date of plan submission; if no variances, exceptions, zone changes, or parcel/subdivision maps or CEQA initial study are needed. Depending on the complexity of the request, a variance or zone change request would add two to four weeks to the processing time. After the project is approved, the building department performs plan checks and issues building permits. Throughout construction, the building department will perform building checks to monitor the progress of the project. This process does not seem to put an undue time constraint on most developments because of the close working relationship between City staff, developers, and the decision-making body. Table 5-6 outlines typical approval requirements for a single-family infill project, a 50-unit subdivision, and a 50-unit multifamily project.

Table 5-6: Typical Processing Procedures by Project Type

Project Type	Single Family Unit	Single Family Subdivision	Multifamily Development
<i>Processing Requirements</i>	Building Permit	Initial Study/Negative Declaration	Design Review
		Tentative Map	Initial Study/Negative Declaration or CEQA Exemption (if eligible)
		Final Map	
<i>Estimated Processing Time</i>	20 - 30 days	10 to 16 weeks	8 weeks; 10 – 16 weeks if an Initial Study is required

Source: City of Lakeport, 2020

Use Permit. A Use Permit is not required for single family or multi-family development, but is required for group homes, emergency shelters, and other uses as shown in Table 5-1. A Use Permit requires Planning Commission review. In order for a project to receive a use permit, the Planning Commission must make findings that:

- The proposed location and use is consistent with the objectives of the Zoning Ordinance and purposes of the district in which the site is located;
- The proposed location of the use and conditions under which it would be operated or maintained will be consistent with the General Plan; will not be detrimental to the health, safety, or welfare of persons residing or working in or adjacent to the neighborhood of such use; and will not be detrimental to properties or improvements in the vicinity or to the general welfare of the City; and
- The proposed use will comply with the provisions of this ordinance.

As described above, the conditions for a use permit require consistency with the Zoning Ordinance and General Plan, as well as findings that the use will not be detrimental to health, safety welfare, properties, or improvements.

Design Review. Concurrent with the project approval process, a developer must have their site plans reviewed prior to the issuance of a building permit. Architectural and Design Review is required for all new proposed commercial, industrial, multi-family residential, institutional, or similar buildings for the proposed exterior remodel of buildings that result in altered appearances, additions, extensions, or enlargements, and for all proposed residential to office/commercial conversion projects.

Administrative review and a decision on Design Review applications by the Community Development Director is completed for duplex and minor commercial projects without a requirement for a public hearing within 60 days of the application being deemed complete.

A decision on Design Review applications for multi-family projects, single family subdivisions, and other development projects by the Planning Commission is completed with a noticed public hearing within 60 days of the application being deemed complete.

The City's architectural and design review requirements are intended to facilitate high-quality development and are not onerous. The requirements include:

Building Design: Where large structures are proposed, massing should be broken up through setbacks and other design techniques. Buildings with excessive blank walls are discouraged; variation in color, trim, and building materials is encouraged in these situations. Roofs should be less visually dominant than walls.

Building Details: Mechanical equipment and other hardware should be screened from public view or located to not be visible from public view. Building components, windows, doors, eaves, and parapets, should be in proportion to one another. Buildings should have the same materials, or those that are architecturally harmonious, used for all building walls and other exterior building components wholly or partly visible from public ways. Materials should be of durable quality.

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Building Color: In general, no more than three colors should be used on a building - the base color, the major trim, and the minor trim. The base color should be the natural color of the masonry or a primary paint color. The base color should relate harmoniously with the base colors on contiguous or close by buildings. When the base color of the building is a natural brick, the major trim color should be related to the brick color.

Lighting: Exterior lighting, when used, can enhance the building design and the adjoining landscaping. Lighting standards and building fixtures should be of a design and size compatible with the historic character of the area, building, and adjacent areas. Lighting shall be restrained in design and excessive brightness avoided. Lighting must not create glare or shine into street right-of-way.

Design review applications are reviewed for consistency with the City's design review criteria and the following findings must be made for approval of a design review application:

- The proposed project is consistent with the purposes of the Lakeport Zoning Ordinance,
- The project is in substantial compliance with the design criteria, and
- The project is consistent with the Lakeport General Plan.

The design review process does not regulate any specific uses, but requires all uses to comply with specific design standards. The design review process is similar to the site plan review process conducted by most jurisdictions. The City's design review requirements are objective (e.g., no more than three colors should be used on a building, blank walls should be broken up by variation in color and trim) and are clearly established in the Zoning Ordinance. The City's design review requirements are written to include many "shoulds" rather than "shalls" in order to allow applicants flexibility in achieving substantial compliance. As part of an effort to streamline permit processing, the City provides a design review handout that identifies the submittal requirements for a design review application and a description of design review criteria. In order to expedite processing, the Zoning Ordinance requires all design reviews to be considered within 60 days of the application being deemed complete. The design review process does not present a constraint to the development of market-rate or affordable housing, but simply ensures orderly and safe development in the City. The City has approved multiple affordable housing projects and the design review process has not resulted in multiple rounds of review, delays, or other constraints. However, the design review process does include subjective language that does not meet the requirements of Government Code Section 65913.4, which requires that any zoning, subdivision, and design criteria applied to eligible multifamily projects be objective standards that involve no personal or subjective judgment by a public official and are uniformly verifiable by reference to an external and uniform benchmark or criterion available and knowable by both the development applicant or proponent and the public official before submittal.

Minor Exceptions. The Community Development Director may grant a minor exception up to a maximum of ten percent of distance between structures; lot dimensions; on-site parking, loading, and landscaping; and setbacks. Minor exceptions are approved at the administrative level and require notice to the contiguous property owners. Minor exceptions are approved with the following findings:

- A. That there are special circumstances applicable to the property, including its size, shape, topography, location, or surroundings which create an unusual situation in terms of the ability to comply with Code requirements.
- B. That granting the minor exception is necessary for the preservation and enjoyment of a substantial property right possessed by other properties in the same vicinity and land use district and is restrictive to the property for which the minor exception is sought.
- C. That granting the minor exception will not be detrimental to the public health, safety, or welfare or injurious to the property or improvements in such vicinity and land use district in which such property is located.
- D. That granting the minor exception does not constitute a special privilege inconsistent with the limitation upon other properties in the vicinity and land use district in which such property is located.
- E. That granting the minor exception does not exceed ten percent of the standard(s) being modified, or allow a use or activity which is not otherwise authorized by the regulations governing the subject parcel.
- F. That granting the minor exception will not be inconsistent with the General Plan.

Variances. The Planning Commission may grant a variance from the requirements of this Code governing the modification of the dimensional standards involving the distance between structures, lot area, lot coverage, lot dimensions, setbacks, and the number and dimensions of parking area or loading space requirements. Variances to use standards or General Plan densities are prohibited by the California Government Code. Variances require a publicly noticed hearing and are granted only if the following findings are made:

- A. The strict application of the Zoning Ordinance deprives the property of privileges enjoyed by other properties in the vicinity, and under identical land use district classification, due to special circumstances applicable to the property including size, shape, topography, location, or surroundings;
- B. That granting the variance is necessary for the preservation and enjoyment of a substantial property right possessed by other properties in the same vicinity and land use district and denied to the property for which the variance is sought;
- C. That granting the variance will not be materially detrimental to the public health, safety, or welfare, or injurious to the property or improvements in such vicinity and land use district in which the property is located;
- D. That granting the variance does not constitute a special privilege inconsistent with the limitations upon other properties in the vicinity and land use district in which such property is located;
- E. That granting the variance does not allow a use or activity which is not otherwise expressly authorized by the regulations governing the subject parcel; and

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F. That granting the variance will not be inconsistent with the Lakeport General Plan.

Permit Processing Conclusions: The typical land use entitlement processing time in Lakeport for a multi-family development is approximately 8 weeks and a single-family development, such as a subdivision, is 10 to 16 weeks, following the determination of a complete application. This approval process includes the submittal of an application and payment of fees, which is then reviewed for completeness by the Community Development Department. This review and approval process is very efficient and predictable when compared to many other California communities, and provides a developer with the ability to predict and control development costs. This efficient process is in part attributable to the relatively low volume of permit applications and is further aided by the City's conscientious effort to avoid unnecessary delays in processing applications. The City's permit processing and approval processes do not put an undue constraint on the timely review and approval of development applications and do not constrain the development of housing.

It is noted that single family projects frequently may file a final map or the first phase of their final map and request building permits within 6 weeks to 1 year of approval, but it also is not uncommon for a project applicant to finalize their subdivision or parcel map and then sell off the parcels to an investor or developer that may wait even longer to request building permits. However, subdivisions in Lakeport have been very slow to develop and it is typical for a developer to take 10 or more years to request a building permit on a single family lot after the final map creating the single family lots has been filed. Multifamily projects develop more quickly. Typically, building permits are requested within one year of design review approval. The City's most recent multifamily projects have been affordable housing projects and the time between the City's approval of the project and the building permit application was used to secure and finalize project funding as most funding sources (HOME, CDBG, Low Income Housing Tax Credits) require a project to demonstrate readiness (site review approval, completion of the environmental review process, etc.) before the project is eligible for funding.

LOCALLY ADOPTED ORDINANCES AND REGULATIONS

Apart from the land use controls discussed throughout this section, the City does not have any moratoriums on development, growth control restrictions, inclusionary housing requirements, short-term rental ordinances, or other ordinances or regulations that impede the development of housing.

APPROVED AND BUILT DENSITIES

While the City's regulations identify maximum densities that may be developed in the City, individual developers may opt to build at the lower, mid-range, or higher end of allowed densities. Recent projects in Lakeport that are built or are under construction are consistent with the densities anticipated by the City's General Plan, Specific Plans, and Zoning Code, with the exception of the two affordable housing projects.

The Martin Street Apartments (24 units on 2.5 acres) and Martin Street Apartments II (48 units on 4.2 acres), which are both affordable to lower income households, have ranged from 9.6 to 11.4 units per acre, which is less than the maximum allowed density of 29 units per acre in the R-3 district.

While no subdivisions have been approved recently, a review of the most recent approved (Lakewood Knoll – approved, expired map) and built subdivisions (Schellinger Homes – partially built) for projects with low density residential designations and zoning indicates projects zoned R-1, which allows up to 7.3 units per acre, are proposing and constructing housing from approximately 4 to 5 units per acre consistent with the allowed density range. The units in the Victorian Village subdivision, which was partially completed, were approved and built at approximately 12 units per acre, which is less than the maximum of 19.4 units per acre allowed in the R-5 district.

BUILDING CODES

Building Codes, however, regulate the physical construction of dwellings and include plumbing, electrical and mechanical improvements. The City enforces the 2019 California Building Code and related codes, the California Building Standards Code (CBSC). The CBSC, as published by the California Building Standards Commission, is applied statewide. The City has adopted the CBSC without amendment. The CBSC is developed by the State Housing Law Program administered by the Department of Housing and Community Development (HCD) and is the statewide standard for residential, commercial, and other new development. The building standards are published in the California Code of Regulations, Title 24, known as the California Building Standards Code. These codes are considered to be the minimum necessary to protect the public health, safety and welfare. Because the City uses the state’s standards for its building code without any amendments or additional requirements, there is no associated constraint to the development of housing.

The Community Development Department is responsible for administering ordinances and other regulations pertaining to land and building development within the City limits. The Department provides plan-checks and inspections. Building Code enforcement is conducted first through the plan-check process for new construction, remodeling, and rehabilitation projects. The plan check process ensures that the plan and specifications are designed according to code. The second step is scheduled inspections during construction to ensure that the structure is built to the plan specifications.

Inspections are also conducted in response to public complaints or an inspector’s observation that construction is occurring without proper permits. Local enforcement of these codes does not add significantly to the cost of housing in Lakeport and maintains an acceptable standard of health and safety for all inhabitants.

FEES

Although development fees do contribute to the total cost of housing development, the extent to which these costs are passed on to the consumer depends on price sensitivity of each housing type and the ability of housing developers to absorb such cost increases and still maintain acceptable profit margins. Where increased costs cannot be absorbed by the consumer or developer, housing production will decline. In “price sensitive” markets, such as that for affordable housing, when increased costs cannot be absorbed by the developer, or products modified to compensate the developer, affordable housing is not built.

Various fees and assessments are charged by the City and other agencies to cover the costs of processing permits and providing services and facilities, such as utilities, schools, and

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infrastructure that are associated with building housing. Almost all of these fees are assessed through a pro rata share system, based on the magnitude of the project's impact or on the extent of the benefit which will be derived.

Table 5-7 summarizes the City's development application and processing fees and building and development impact fees collected by the City and outside agencies.

Table 5-7: 2019 Development and Building Fees

Fee Description	Fee
Application Review and Processing Fees	
Architectural and Design Review	\$2,809.72
Architectural and Design Review – Minor	\$711.80
Certificate of Compliance	\$266.97
Lot Divisions (Parcel Map, Subdivision)	
- Minor (4 or less lots)	\$1,356.52
- Major (5 or more lots)	\$2,045.96
Use Permit	\$652.29
Minor Use Permit	\$172.02
Variance	\$682.11
Zone Change	\$1,038.06
Zoning Permit	\$177.09
CEQA: Categorical Exemption	\$133.48
CEQA: Environmental Impact Report	Direct cost (outside consultant and City staff)
CEQA: Initial Study/Mitigated Negative Declaration	\$844.94
Building and Development Impact Fees	
Sewer Expansion Fee (CLMSD South)*	\$14,409 per unit
Sewer Expansion Fee (CLMSD North)*	\$12,053 per single family dwelling
Water Expansion Fee	\$7,845 for a standard ¾” meter \$31,369 for a 1 ½” meter
Storm Drainage Fee	(\$.10/sf of impervious surface)
State Fee for Green Building Standards	\$1 per \$25,000
School Fees	\$2.97/square foot
Fire Fee	\$1.00/square foot

Sewer Lateral	Time & Material
Water Lateral	Time & Material
Building Permit Fee	Determined based on value

Source: City of Lakeport Land and Building Development Information : Fees and Expenses, 2019

*Fee requirements payment of either City of Lakeport Municipal Service District (CLMSD) South or North fee, but not both.

**Additional fees and charges are required for planning applications and possibly for the mitigation of development impacts as determined on a case-by-case basis.

As shown in Table 5-8 shows the planning, building and development fees for a 1,500 s.f. single family home, a 50-unit single family subdivision, and a 50-unit multifamily apartment project. A 1,500 square-foot single-family residence would have fees totaling approximately \$29,729 to \$32,085. A 50-unit single family subdivision with an average unit size of 1,850 s.f. would have total fees of approximately \$31,257 to \$33,613 per unit. There are economies of scale with developing multifamily projects, which have smaller unit sizes and efficiencies associated with common water and sewer infrastructure. The fees for a 900 square foot multifamily unit (average size in a 50-unit project) would be approximately \$13,710 to \$14,889, which is significantly less than the average fee for a stand-alone single family home or a unit in a single family subdivision. Similarly, the fees for a stand-alone 1,500 square foot single family home are slightly less than an 1,850 square foot home that is built as part of a larger subdivision.

Table 5-8: Processing and Impact Fees – Residential Development

Fee Description	Single Family Unit 1,500 square ft. ¹	50-unit Single Family Subdivision (1,850 s.f. average unit size)	50-unit Multifamily Project (900 s.f. average unit)
Planning and Building Fees			
Architectural and Design Review – includes Planning and Engineering Fees	N/A	\$2,809	\$2,809
CEQA – Initial Study/Negative Declaration	N/A	\$844.94	\$844.94
Development Agreement	N/A	\$1,245	--
Building Permit Fee	\$3,370	\$168,500	\$43,238
Lot Division	N/A	\$2,045	N/A
Development Fees			
Sewer Expansion Fee (CLMSD South) ²	\$14,409	\$602,650 or	\$301,300 or
Sewer Expansion Fee (CLMSD North) ²	\$12,053	\$720,450	\$360,225
Water Expansion Fee	\$7,845	\$392,250	\$156,941 ³
Storm Drainage Fee (\$.10/sf of impervious surface)	\$500	\$25,000	\$7,310 ⁺
State Fee for Green Building Standards**	\$6	\$300	\$200
School Fees (\$2.97/sf)	\$4,455	\$274,725	\$129,344

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Fee Description	Single Family Unit 1,500 square ft. ¹	50-unit Single Family Subdivision (1,850 s.f. average unit size)	50-unit Multifamily Project (900 s.f. average unit)
Fire Fee (\$1.00/sf)**	\$1,500	\$92,500	\$43,550
Total Fees****	\$29,7296 / \$32,085	\$1,562,869 to \$1,680,669	\$685,537 to \$744,462
Fee per Unit	\$29,729 / \$32,085	\$31,257 / \$33,613	\$13,710 to \$14,889

Source: City of Lakeport Land and Building Development Information: Fees and Expenses, 2019. Fees are subject to change.

¹Assumes a 1,500 sf home on a 10,000 sf lot

²Payment of either CLMSD South or North fee is required, but not both.

³Assumes a 48 unit complex with a 4" meter. Fee is determined based on meter size.

⁴Additional fees and charges are required for sewer laterals, water meters, water laterals, right of ways improvements, planning applications, and any site-specific mitigation determined on a case-by-case basis.

Lakeport's fee structure does not appear to pose an undue constraint on the production of housing, based on development trends. The City's fees remain comparable to those of other jurisdictions in the region and the City does not collect traffic, parks and open space, governmental facilities, and similar impact fees commonly collected by jurisdictions throughout the State that can increase the cost of development.

It is noted that State law limits fees associated with ADUs, particularly those associated with water, sewer, and impact fees as identified by Government Code Section 65852.2(f). Chapter 17.28 of the Zoning Ordinance requires collection of sewer expansion fees and, if a new meter is installed or upsized, water expansion fees, which exceeds the fee limitations of State law. Program 2-4 will update the City's fee schedule to ensure that fees collected for ADUs are consistent with the requirements of State law and will significantly reduce potential water and sewer fees collected for an ADU.

ANNEXATIONS

The Lake County Local Agency Formation Commission (LAFCo) regulates, through approval or denial, the boundary changes proposed by public agencies or individuals. LAFCo does not have the power to initiate boundary changes on its own, except for proposals involving the dissolution or consolidation of special districts and the merging of subsidiary districts. Their authority includes both Sphere of Influence (SOI) amendments and annexations.

LAFCo's efforts are directed toward seeing that services are provided efficiently and economically while ensuring that agricultural and open-space lands are protected. LAFCo's policies related to the expansion of a City's urban boundaries are guided by the Cortese-Knox-Hertzberg Act, which requires the City to prezone territory to be annexed, and prohibits subsequent changes to the general plan and or pre-zoning designations for a period of two years after completion of the annexation, unless the city council makes a finding at a public hearing consistent with the provisions of GC 56375 (e). The City's pre-zoning must take into account the likely intended development of the specific property. In instances where LAFCo amends a proposal to include additional territory, the Commission's approval of the annexation will be conditional upon completion of pre-zoning of the new territory.

According to the Lake LAFCo Policies, Standards and Procedures (amended November, 2007), LAFCo will normally adjust annexation boundaries to include adjacent urbanized areas in order to maximize the amount of developed urban land inside the city, and to minimize piece-meal annexation. As used herein, “urbanized areas” are areas that are developed for industrial, commercial or residential use with a density of at least one residential unit per 1.5 acres and which receive either public water or sewer service.

While LAFCo serves an important role in local land use planning and the provision of services, SOI and annexation approvals are considered a governmental constraint to housing development because of the lengthy time period and the service review requirements.

Non-Governmental Constraints

Non-governmental constraints are those which are generated by the economic and social environment which are beyond the control of local governments. Some of the impacts of non-governmental constraints can be offset to a minimal extent by local governmental actions, but usually the effects are localized and have little influence on the housing need within the jurisdiction or market area. Non-governmental constraints to affordable housing in Lakeport consist of three major factors: price of land, availability of financing, and cost of construction.

Regional demand has a direct impact on the cost of land. The local government can either limit or provide an adequate supply of entitled land for development in order to meet the regional demand. The availability of financing is affected by factors that the local government cannot control, including capital levels of banks and investors, credit worthiness of borrowers, and the willingness of investors to supply capital for real estate. Construction costs are affected by a variety of factors, including the national demand for materials and commodities, and the supply of local construction labor.

FINANCING COSTS AND AVAILABILITY

One of the most significant factors related to the provision of adequate housing for all segments of the population is the availability of financing. The average annual mortgage interest rates for the years 2000 through 2019 can be found in Table 5-9. In 2000, interest rates for a 30-year fixed rate mortgage were just over 8 percent. The rates fell by over a percent in 2001 and by another half a percent in 2002. In 2003 rates declined to 5.83 percent and held under six percent for the following two years. In 2006 as home prices peaked interest rates climbed by a half a percent to 6.41 percent and held over 6 percent for the next two years. Since 2008, interest rates have already dropped significantly to an average of 3.94 percent in 2019.

Table 5-9: Average Annual Mortgage Interest Rates 2000-2019

Year	Annual Average	Year	Annual Average
2000	8.05	2010	4.69
2001	6.97	2011	4.45
2002	6.54	2012	3.66
2003	5.83	2013	3.98
2004	5.84	2014	4.17

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2005	5.87	2015	3.85
2006	6.41	2016	3.65
2007	6.34	2017	3.99
2008	6.03	2018	4.54
2009	5.04	2019	3.94

Source: Freddie Mac, Monthly Average Commitment Rate and Points on 30-Year Fixed-Rate Mortgages

Generally speaking, households can afford to spend 30 percent of their monthly income on housing. This figure assumes that the household does not have an already high debt to income ratio, or other high monthly expenses. A household that makes the median annual income of approximately \$40,446 in Lake County (2013-2017 ACS Survey) could theoretically afford a monthly housing payment of \$950. With a \$20,000 down payment a median income household could purchase a home valued at approximately \$144,135 at a 4.75 percent interest rate. As interest rates increase, the affordability is significantly eroded. For example, if interest rates climbed back to 8 percent as they were throughout the 90s and in 2000, the buying power of the same median income household would shrink \$36,080 to \$108,055. Table 5-10 presents an Affordability—Interest Rate Sensitivity Index.

It is noted that the median income reported by the 2013-2017 ACS Survey is much less than the 2019 median income of \$64,800 used to determine eligibility for federal and state housing assistance programs. Table 5-10 demonstrates the effect of the interest rate on amount of a mortgage a household is able to afford.

Table 5-10: Affordability—Interest Rate Sensitivity Index

Home Price	\$100,000	\$150,000	\$200,000	\$250,000	\$300,000	\$350,000	\$400,000
Down (10%)	\$10,000	\$15,000	\$20,000	\$25,000	\$30,000	\$35,000	\$40,000
Loan Amount	\$90,000	\$135,000	\$180,000	\$225,000	\$270,000	\$315,000	\$360,000
Typical Loan Terms: 30 yrs, 5% interest							
Monthly Housing Payment (w/tax/ins.)	\$585	\$880	\$1,170	\$1,465	\$1,760	\$2,050	\$2,345
Required Annual Household Income	\$23,400	\$35,200	\$46,800	\$58,600	\$70,400	\$82,000	\$93,800
Typical Loan Terms: 30 yrs, 6% interest							
Monthly Housing Payment (w/tax/ins.)	\$640	\$965	\$1,285	\$1,605	\$1,930	\$2,250	\$2,570
Required Annual Household Income	\$25,600	\$38,600	\$51,400	\$64,200	\$77,200	\$90,000	\$102,800
Typical Loan Terms: 30 yrs, 7% interest							
Monthly Housing Payment (w/tax/ins.)	\$700	\$1,055	\$1,405	\$1,755	\$2,105	\$2,455	\$2,805

Required Annual Household Income	\$28,000	\$42,200	\$56,200	\$70,200	\$84,200	\$98,200	\$112,200
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Source: De Novo Planning Group, 2020

TYPICAL LOAN – MEDIAN INCOME HOUSEHOLD (LAKE COUNTY)

- Median Income \$64,800 (median income used to determine eligibility for various housing assistance programs)
- *Home Value:* \$222,900
- *Down Payment:* \$22,000 (10 percent)
- *Loan Value:* \$200,610 (90 percent)
- *Interest Rate:* 4.75 percent
- *Monthly Payment:* \$1,381/month (including principal, interest, taxes, insurance)
- *Average Loan Fees and closing costs:* 3.5 percent total, includes 1.5 percent loan-related costs plus one point (Loan fees and points are typically paid by the buyer)

Assistance is available through the City’s First Time Homebuyers program, based on the availability of funds, to eligible and qualified lower income homebuyers.

PRICE OF LAND

According to the California Building Industry Association, the cost of land represents an ever-increasing proportion of the total housing development cost. Since the mid-1960’s, raw land has cost significantly more in California than in the rest of the United States. Land costs in Lakeport, however, are considered less than the majority of California.

Cost of land is influenced by the cost of the raw land, the cost of holding the land during the development process, and the cost of providing services to meet City standards for development. The cost of raw land is influenced by variables such as scarcity, location, availability of public utilities, zoning, general plan designation, and unique features like trees, water frontage, and adjoining uses.

According to recent online real estate listings, unimproved residential lots in the Lakeport area are priced around \$17,500 and \$40,284 per acre, on average. Unimproved residential lots range from approximately \$35,000 to \$70,000 per acre for a 0.2-acre to 4.0-acre lots. Improved (finished) single family residential lots sales prices ranged from \$9,000 to \$65,000, with a median price of \$38,625 for a ready-to-build single family lot. Measures to reduce land costs, which are traditionally available to local governments, include the use of Community Development Block Grant (CDBG) program income funds, CDBG and HOME grants, and the use of government-owned surplus lands for housing projects. These measures generally benefit the construction of assisted, low-income housing. The City of Lakeport utilizes CDBG and HOME funding; it does not own any surplus land suitable for residential development.

COST OF CONSTRUCTION

Construction costs include both hard costs, such as labor and materials, and soft costs, such as architectural and engineering services, development fees, and insurance. Rising costs of labor and materials have contributed to non-governmental constraints on housing development and improvements. These costs were a substantial part of the increased housing costs during the 1990s

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through 2005. Builders passed those increases along to the homebuyer or renter. As the value of homes turned downward with the recession, construction costs also decreased.

The cost of residential construction varies significantly project to project. On average, construction costs in Lakeport run approximately \$150 to \$200 per square foot. Additional costs, which average from \$50 to \$75 per square foot of residential construction, account for site improvements. The source of these figures was an estimate by the California Contractors State License Board.

Current construction cost estimates for multifamily homes in Lake County, show that hard costs still account for approximately 70 percent of the building cost and soft costs average around 25 percent (the remaining 5 percent is land costs). For single family homes, hard costs currently account for roughly 50 percent of the building cost, soft costs are 30 percent and land is the remainder.

Construction cost increases, like land cost increases, affect the ability of consumers to pay for housing. Construction cost increases occur due to the cost of materials, labor, and higher government imposed standards (e.g., energy conservation requirements). In the past five years, the development community produced market rate for-sale housing in Lakeport that is affordable to above moderate income households.

Since the passage of Proposition 13, local governments have faced the increasingly difficult task of trying to finance the cost of infrastructure. Infrastructure costs can no longer practically be passed on to the taxpayer through property tax backed general or special obligation bonds by the local jurisdiction. The incremental cost of these facilities has been partially financed through impact fees; however, typically these costs are passed along by increasing the cost of housing and rents.

Other methods that can be used by jurisdictions to promote the construction of affordable housing include allowing smaller lots, reducing processing fees, and reducing processing time. Lot size and improvement concessions need to consider possible site-specific characteristics such as soil quality and drainage capacity before they are granted. Reducing fees can have a significant effect on housing costs in jurisdictions where the fees represent a large percentage of the overall cost. Additionally, providing federal and state grant funds remain available; such funds may be used by the City to reduce off-site costs in support of affordable housing development. These options might be considered for developers who would assure that housing developed with such concessions would be kept affordable to lower income households for long periods of time.

CONSUMER PREFERENCE

The increase in housing costs during the 1990s and first half of the 2000s was partially due to consumer preference and lifestyle expectations. The size of the typical single-family house increased and the amenities included in the housing package changed, as well as the number of bedrooms and size of living areas. All of these lifestyle choices have costs associated with them.

The general trend in consumer preference in California from 2000 through 2005 was toward larger homes, smaller lots, and more attached home products. As the real estate market began its downturn in 2006 through 2009 the general trend in consumer preference in California has shifted back to smaller homes, larger lots, and more detached home products. In recent years, development

of new housing has been extremely limited. In upcoming years, the consumer preference trend in Lakeport has maintained its trend toward larger single family detached homes on large lots.

At Risk Housing Units

The Housing Element Law requires that there be an analysis of existing or potential “at-risk” assisted housing developments, which are eligible to convert to market-rate housing over the next ten (10) years. The conversion may be due to the termination of a subsidy contract, mortgage prepayment, or expiration of use restrictions. “Assisted housing developments” are multi-family rental housing projects that receive or have received government assistance under federal programs listed in the Housing Element Law, state and local multi-family revenue bond programs, local redevelopment programs, the federal Community Development Block Grant Program, or local in-lieu fees.

Database for At Risk Units. The California Housing Partnership Corporation (CHPC) maintains a database of federally subsidized multifamily housing in the state of California. The database contains information on more than 150,000 federally subsidized apartments that are at-risk of conversion to market rate.

At Risk Assessment. Each property in the database is assigned a level of risk of conversion. There are three levels of risk: At-Risk, Lower Risk and Low Risk. At Risk properties are At-Risk when they are within five years of the end date of the most valuable subsidy or rent restriction. Lower Risk properties are at Lower Risk of conversion when their most valuable subsidy or rent restriction is scheduled to terminate within six to ten years of the current date. Low Risk properties are Low Risk when their subsidies and/or rent restrictions will expire more than 10 years in the future. If a property is owned by a nonprofit organization, the database assumes that the risk of conversion to market is one level lower than it otherwise would be. While this is not always accurate, on average the risk of conversion is lower when a property is owned by a nonprofit whose mission is typically to maintain the affordability of apartments for lower income households.

Lost to Conversion: This category includes all federally subsidized apartments that have opted out of their Section 8 contracts or lost their Section 521 Rental Assistance. In the case of properties that never had a rent subsidy, those that have prepaid their subsidized mortgages are considered Lost to Conversion. The database does not count as lost those properties that have refinanced their subsidized mortgages but continued their Section 8 or Section 521 Rental Assistance contract.

Preserved: This category includes those properties that have been acquired by owners with a new regulatory agreement with a government entity that commits them to keeping the apartments affordable to the same income group for at least another 30 years. In the case of properties with project-based rental subsidies, there must be an extension of the rent subsidy contract, typically for 20 years for Section 8 properties, and five years for Section 521 properties.

At Risk Units in Lakeport. The CHPC and the owner or operator of each affordable project was contacted in order to identify at-risk units. In the City of Lakeport there are 55 "at-risk" assisted housing units, which include 25 in Lakeport Village and 30 in Sunshine Manor, which are eligible to convert to market-rate housing over the next ten years. Those housing developments are presented in Table 5-11 below.

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Table 5-11: Federally Assisted Multifamily Housing

Name/Address/ Phone	Program	Units	Affordability Exp. Date	Risk Assessment
Lakeport Village 901 S. Forbes St. (707) 263-5231	USDA Rural Development (Section 515); HCD Rental Construction Housing Program	32 (25 w/ subsidy) 14 – USDA	25 units: annual contract	At Risk: High
Lakeview Apartments 525 Bevins St. (707) 263-7021	US HUD (Section 202/8) Senior Housing	36	Expiration Date: 2/28/2034	Low risk, Nonprofit
Sunshine Manor 2031 Giselman St. (707) 263-3761	US HUD (Section 202/8) Senior Housing	30	Expiration Date: 10/31/25	At Risk: Moderate, Nonprofit
Bevins Court 958 Bevins St (707) 263-3524	US HUD (Section 202/8) Senior Housing	10	Expiration Date: 12/2043	Low, Nonprofit
Bella Vista 1075 Martin Street (707) 263-3327	LIHTC USDA Rural Development Section 515	48 (47 affordable)	Expiration Date: 2067	Low
Martin Street Apartments 1255 Martin St. (707) 263-3003	LIHTC	24 (23 assisted)	Expiration Date: 12071	Low
Total		171 subsidized units/ 55 at-risk		

Source: HCD 6th Cycle Data Package, 2018

None: No expiration date

Low: Section 8 Contract Expiring or Mortgage maturing in more than 10

Moderate: Section 8 Contract Expiring or Mortgage maturing in 5-10 years

High: Section 8 Contract Expiring or Mortgage maturing in 1-5 years

Very High: Section 8 Contract Expiring or Mortgage maturing in next year

Lakeport's affordable units are under the following federal programs:

Project-Based Section 8: Section 8 is a rent subsidy program in which tenants pay no more than 30% of their income for rent with HUD paying the difference up to the contract rent amount. Project-based Section 8 contracts have terms of up to 20 years, except for those financed by the California Housing Finance Agency, which have terms of 30 years.

Section 515: USDA Rural Development (RD) administered direct mortgage program provides loans for rental housing in rural communities. Loans have terms of up to 50 years with an interest rate of 1%.

Section 202 Supportive Housing for the Elderly. The Section 202 program helps expand the supply of affordable housing with supportive services for the elderly. It provides very low-income elderly

with options that allow them to live independently but in an environment that provides support activities such as cleaning, cooking, transportation, etc. The program is similar to Supportive Housing for Persons with Disabilities (Section 811).

Section 811 Supportive Housing for Persons with Disabilities. Section 811 is a program that allows persons with disabilities to live as independently as possible in the community by increasing the supply of rental housing with the availability of supportive services. The program also provides project rental assistance, which covers the difference between the HUD-approved operating costs of the project and the tenants' contribution toward rent. The program is similar to Supportive Housing for the Elderly (Section 202).

Low Income Housing Tax Credits. The Low Income Housing Tax Credit (LIHTC) program was created by Congress in 1986 as Section 42 of the Federal Tax Reform Act. The LIHTC program encourages the construction and rehabilitation of low income rental residential development by providing a federal income tax credit as an incentive to investors. Investors receive tax credits for a specified number of years in return for investing equity capital. In California, the California Tax Credit Allocation Committee administers the LIHTC program and requires a 55-year affordability period.

The Sunshine Manor affordability period ends in 2025. While the project could convert to market rate, the project is owned by a non-profit with a public purpose to develop and own affordable housing. Sunshine Manor has little incentive to remove current rental restrictions by terminating their Section 8 contracts or prepaying their mortgages, although they are eligible to do so. Some non-profit owners may prepay their mortgages in order to bring new capital into their projects. They are, however, less likely to opt-out of their Section 8 contracts. The Lakeport Village complex has an “at risk” assessment because the owner is not a non-profit and the Section 8 contract renews annually. The owner has renewed the contract since 2006 and they have indicated that they intend to continue to renew in the future.

Cost Analysis. State Housing Element law requires that all Housing Elements include additional information regarding the conversion of existing, assisted housing developments to other non-low income uses (Statutes of 1989, Chapter 1452). This was the result of concern that many affordable housing developments would have affordability restrictions lifted when their government financing was soon to expire or could be pre-paid. Without the sanctions imposed due to financing restrictions, affordability of the units could no longer be assured.

In order to provide a cost analysis of preserving “at-risk” units, costs must be determined for rehabilitation, new construction or tenant-based rental assistance. The following costs anticipate rehabilitation, construction, or rental assistance of unit sizes comparable to those in the Sunshine Manor and Lakeport Village Apartments, which have primarily 1-bedroom units and some 2-bedroom units.

- 1) Rehabilitation – The primary factors used to analyze the cost of preserving low-income housing include: acquisition, rehabilitation and financing. Actual acquisition costs depend on several variables such as condition, size, location, existing financing and availability of financing (governmental and market). There are not currently any multifamily units that are listed for sale in Lakeport; therefore, the acquisition cost assumption is based on an average cost of a multifamily unit within the region. Table 5-12 presents the estimated per

unit preservation costs for the City of Lakeport. This option would result in a cost of \$7.47 million to preserve 55 replacement units for a 55-year or longer affordability term, depending on the financing program and specific affordability restrictions.

Table 5-12: Rehabilitation Costs

Fee/Cost Type	Cost per Unit
Acquisition	\$103,474 ¹
Rehabilitation	\$20,000
Financing/ Other (10% of costs)	\$12,347
TOTAL PER UNIT COST	\$135,821
TOTAL COST – 55 UNITS	\$7,47,0155

¹Based on median cost of multifamily projects with four or more units that have been sold in the last three years or are listed for sale

Source: De Novo Planning Group, 2020

- 2) **New Construction/Replacement** – New construction implies construction of a new property with the same number of units and similar amenities as the one removed from the affordable housing stock. Cost estimates were prepared by using regional information and data. The construction of new housing can vary greatly depending on factors such as location, density, unit sizes, construction materials and on-site and off-site improvements.

In general, costs for construction of single family detached units are around \$180 per square foot, while multifamily units are between \$200 and \$250 per square foot. Multifamily units have higher costs to build when compared to single family detached because of the building and fire code standards (i.e. fire sprinklers, etc.), which drive construction costs up. Additionally, multifamily units have higher liability costs. The following table describes new construction costs for a typical garden style apartment within the region. Table 5-13 presents the estimated per unit new construction/replacement costs estimated for development in the City. The cost to construct 55 replacement units would be approximately \$5,871,375 to \$6,250,000.

Table 5-13: New Construction/Replacement Costs

Cost/Fee Type	Housing Type	
	Multifamily ¹	Single Family ¹
Land Acquisition	\$5,286 ²	\$38,625 ³
Construction and Site Improvements	\$167,700	\$117,000
Planning, Building, Development, Fire, and School Fees	\$13,710	\$29,729
Financing/ Other	\$28,004	\$10,893
TOTAL PER UNIT COST	\$214,700⁴	\$228,747

TOTAL COST – 55 UNITS	\$11,808,500	\$12,581,085
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¹Assumes an average unit size of 650 s.f. (assuming a mix of one and two bedroom units) to replace the at-risk units

²Based on Martin Street Apartments II per acre land cost; assumes 20 units per acre

³Based on average costs for single family lots in the City

⁴Average cost for Martin Street Apartments II was \$313,860 per unit; complex has solely 3- and 4-bedroom units

Source: De Novo Planning Group, 2010

- 3) **Tenant-Based Rental Assistance** – This type of preservation largely depends on the income of the family, the shelter costs of the apartment and the number of years the assistance is provided. If the very low income family that requires rental assistance earns \$25,950 (50% of median income for a 2-person household), then that family could afford approximately \$648.75 per month for shelter costs. The difference between the \$648.75 and the median rent of \$922.50 (the average of the median rents for one and two bedroom units) would result in necessary monthly assistance of \$274 a month or \$3,288 per year. For comparison purposes, typical affordable housing developments carry an affordability term of at least 30 years, which would bring the total cost to \$98,640 per household per family. Tenant-based rental assistance for the 55 at-risk units would be approximately \$5,425,200 for a 30-year period and \$9,946,200 for a 55-year period.

Summary. Providing rental assistance for a 30-year period is the most cost-effective approach toward preserving at-risk units at a cost of \$5.4 million. However, for a longer term of affordability, it would be more cost-effective to acquire and rehabilitate units, which would cost approximately \$7.5 million. New construction of units is the most expensive approach, which would cost approximately \$11.8 million for a multifamily development with 30 one bedroom units and 25 two bedroom units and \$12.6 million for development of single family lots (either existing single family lots or subdividing several parcels throughout town) with one and two bedroom units. It is noted that these costs do not reflect potential costs savings associated with various federal and State housing grant and loan programs, discussed below under Resources.

Termination Notice Requirements. State law (§65863.10 of the Government Code) requires notice by owners who want to terminate their rental restrictions (Section 8 and federally assisted mortgages), whose restrictions expire (tax credit projects), or who want to sell an assisted property. The law applies to projects with low-income rental restrictions, including: 1) all types of project-based Section 8/Housing Choice Vouchers developments; 2) projects with mortgages financed through the Section 221 (d) (3) BMIR, Section 236, Section 202 programs or Section 515; and 3) projects that have received an allocation of tax credits under Section 42.

Two notices are required: one at twelve months prior to termination or expiration of the restrictions, and a second notice at six months. The purpose of these notices is to inform tenants, local governments, local housing authorities, and HCD of the owner’s intention to terminate restrictions.

California law also contains an “option to make an offer to purchase” (Section 65863.11 of the Government Code). The purpose of this provision is to provide buyers willing to preserve an assisted project with an opportunity to try to purchase the development from the seller. An owner who chooses to terminate rental restrictions or whose restrictions are expiring is required to provide a notice to potential qualified buyers. An owner with an assisted project also must provide notice if selling the project would result in discontinuance of the use restrictions.

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A notice must be sent to all qualified entities who register with HCD on their website or who contact the owner directly. This notice must be sent 12 months prior to sale or termination by registered or certified mail, as well as posted in the project.

Active Termination Notices. There are not currently any private owners of assisted multifamily rental housing units who are considering no longer providing rental restrictions and converting restricted units to market-rate units that have filed notice with the California Housing and Community Development.

Qualified Entities. Housing element law states that the analysis shall also identify public and private non-profit corporations known to the local government which have legal and managerial capacity, and interest in acquiring and managing assisted housing developments. Following is a representative list of those public and private sector organizations with a registered interest and documented managerial capacity with the HCD's First Right of Referral Program.

HCD maintains a list of Qualified Entities who are interested in purchasing government-subsidized multifamily housing projects. The list is updated periodically. The current list of Qualified Entities for Lake County includes Christian Church Homes of Northern California, Inc., Lake County Housing Services Department, Petaluma Ecumenical Properties Inc., and Rural Communities Housing Development Corp. The full list of Qualified Entities including contact information can be obtained from HCD at: <http://www.hcd.ca.gov/hpd/hrc/tech/presrv/>.

Resources

The following resources include both agencies and funding programs. The agencies listed provide housing-related services and services to special needs groups. The housing funding programs listed include federal and state programs that are available, mostly on a competitive basis, to the City and housing developers for the development, acquisition, and/or rehabilitation of housing. The housing funding programs also include local programs that are available to Lakeport residents and property owners.

Regional and Local Programs

City of Lakeport. The City of Lakeport operates multiple housing programs, including a housing rehabilitation program, first time homebuyer assistance program, and emergency housing assistance program. These programs are funded through a variety of sources, including competitively awarded grants, so the amount of funding available fluctuates in any given year. .

Housing Rehabilitation Program. Housing rehabilitation loans are issued by the City through grant funding and program income from federal CDBG and HOME funds, which are administered by the State Department of Housing and Community Development. Housing rehabilitation loans are available to eligible extremely low, very low, and low income households. The program can be used to fund health and safety repairs, including, but not limited to, roofing, flooring, plumbing, electrical, heating and cooling, water damage, mold, painting, handicap accessibility, windows, and weatherization. Seriously dilapidated homes and mobilehomes can be replaced.

Emergency Housing Assistance Fund. The City operates an emergency housing grant program for the purpose of providing grants to eligible extremely low, very low, and low income households to respond to emergency situations or hardship conditions. Emergency situations or hardship conditions include roof repair, window, siding, and door repair or replacement, heating and cooling system repair or

replacement, plumbing and electrical system repair or replacement, and other similar repair and replacement projects. The Emergency Housing Grant Program may provide assistance to qualified households who are in need of financial assistance to pay water, sewer, power, and propane utility bills which are past due and where services may be disconnected.

First Time Homebuyer Program. The City assists eligible first time homebuyers with home purchases through “gap” financing with CDBG and/or HOME funds. The first time homebuyer must receive the maximum loan that they are eligible for and the City provides a deferred, low interest loan for the difference between the homebuyer’s loan and the cost of the home.

Lake County Department of Social Services (LCDSS). The LCDSS Director is the Executive Director of the Lake County Housing Commission and administers housing programs as well as programs for special needs within the county. The LCDSS is mandated to provide care and assistance for local children and adults who are endangered by abuse, neglect or exploitation; administer County, State and Federal assistance programs; and provide services and support to enable families to become financially self-sufficient. These mandates are accomplished through partnerships with the community for integrated services and a work environment that supports exceptional performance through teamwork.

Section 8/Housing Choice Voucher Program. The Section 8/Housing Choice Voucher program is a rental assistance program for very low income households. LCDSS is responsible for administering the Lake County Section 8 Housing Choice Voucher Program funded by HUD. The Commission administers the Section 8/Housing Choice Voucher Program countywide. Voucher holders may choose anywhere within the County area to live and the number in use in Lakeport changes from time to time. Currently, 22 vouchers are in use in Lakeport. The voucher waiting list is currently full.

Family Self-Sufficiency Program. The Commission also administers the Family Self-Sufficiency (FSS) Program for up to 50 Section 8 households. There are currently 33 slots open in this program. FSS is a HUD program that encourages low-income families receiving Section 8 Housing assistance to obtain employment that will lead them to economic independence and self-sufficiency. All families or individuals receiving Section 8 Housing assistance are eligible to participate in the FSS Program.

In-Home Supportive Services. The In-Home Supportive Services (IHSS) program provides domestic and personal care services to low-income aged, blind, and disabled persons, including developmentally disabled persons, who, without these services, would be unable to remain in their homes and would require placement in costlier long-term institutional care. IHSS services can include assistance with meal preparation, laundry, shopping, transportation, bathing, dressing, and bowel and bladder care. In order to be eligible to receive IHSS services, applicants must be eligible for the Medi-Cal Program.

Area Agency on Aging. The Area Agency on Aging is a division of Lake County Department of Social Services. The Area Agency on Aging coordinates and/or implements a range of senior programs, including nutrition programs (Meals on Wheels), senior legal assistance, family caregiver support, adult day care, and health promotion and disease preventions.

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CalFresh Program. The CalFresh (formerly Food Stamps) program is designed to help meet the nutritional needs of people with low incomes. CalFresh benefits are intended to purchase food items for the household and may not be used for items such as liquor, cigarettes, household supplies, or hot foods. CalFresh allotments are determined on a quarterly basis utilizing income information received from the family.

General Relief Program. The General Relief (GR) program is a county-funded general assistance program for indigent county residents, which offers repayable benefits. The GR Program provides necessary assistance to eligible persons who are without resources to meet their minimum basic needs for food, housing, utilities, clothing and medical care.

Lake County Behavioral and Mental Health Services. Behavioral Health provides integrated recovery-oriented mental health and alcohol and other drug services in clinic locations. Alcohol and drug abuse diversion and treatment services are available at the clinics and through contracts with local provider agencies. Services include individual and group counseling, trauma-informed treatment services for adults and youth, substance abuse prevention, and referrals to detoxification or residential treatment center.

Mental Health services are designed to provide strong community-based partnerships with individuals and families who are dealing with serious mental illness, including those who have co-occurring (mental health and substances abuse) disorders. Recovery-oriented services include assistance with establishing stable housing, access to physical health care, medications management, trauma-informed counseling and peer supports. Behavioral Health assists with management of mental health crises for all members of the community and provides for inpatient or temporary residential care as appropriate.

Lake County Continuum of Care (LakeCoC). The LakeCoC is a HUD-designated organization that promotes communitywide commitment to the goal of ending homelessness. LakeCoC provides funding for efforts by nonprofit providers and State and local governments to quickly rehouse homeless individuals and families, while minimizing the trauma and dislocation caused to homeless individuals, families, and communities by homelessness; promotes access to and effects utilization of mainstream programs by homeless individuals and families; and optimizes self-sufficiency among individuals and families experiencing homelessness.

California Human Development Farmworker Services. This program serves the lower income population, including farmworkers and their adult children, and has an office in Lakeport. The program provides paths and opportunities for education, training, criminal justice alternatives, housing, and other services, including English education, referrals to immigration and other services, green card renewal, citizenship class, emergency help, job search assistance and placement, adult work experience training, and on-the-job training.

Redwood Coast Regional Center. The Redwood Coast Regional Center provides services for developmentally disabled persons in Lake County through its office located in Lakeport. The RCRC provides information, referral, assessment and diagnosis services, early intervention and support, including home visits, health services, and medical services, individualized planning and service coordination, behavioral supports, employment and day services, health and medical services, family support services intended to assist an individual to remain cared for at home including respite care, nursing, and crisis intervention, residential care, including licensed

residential care and foster family homes, and transportation assistance. Services are provided to all eligible persons, following verification of eligibility and evaluation of need for services. To be eligible to receive services, a person must have a substantial disability that began before their 18th birthday and is expected to continue indefinitely.

Rural Communities Housing Development Corporation (RCHDC). The RCHDC mission is to develop affordable housing for low income and special needs individuals in Lake and Mendocino counties. RCHDC owns and operates two apartment complexes in Lakeport. The first complex is Sunshine Manor, which has 30 apartments and is located at 2031 Giselman Street. The second is Lakeview Apartments, which has 36 apartments and is located at 525 Bevins Street.

St. John's Episcopal Church Food Closet/Thrift Shop. St. John's Episcopal Church operates a food closet and thrift shop on Thursdays from 11 am to 3 pm for community members.

North Coast Energy Services, Inc. is a not-for-profit organization which provides energy conservation, consumer education & advocacy, home improvement, utility assistance, job training, and other services to people in need in Lake County.

Federal and State Funding Programs

Affordable Housing and Sustainable Communities Program (AHSC) funds land use, housing, transportation, and land preservation projects that support infill and compact development and reduce greenhouse gas (GHG) emissions. Funds are available in the form of loans and/or grants in two kinds of project areas: Transit Oriented Development (TOD) Project Areas and Integrated Connectivity (ICP) Project Areas. There is an annual competitive funding cycle.

California Housing Finance Agency (CalHFA) Multifamily Programs provide permanent financing for the acquisition, rehabilitation, and preservation or new construction of rental housing that includes affordable rents for Low and Moderate Income families and individuals. One of the programs is the Preservation Acquisition Finance Program that is designed to facilitate the acquisition of at-risk affordable housing developments and provide low-cost funding to preserve affordability.

CalHOME Program provides grants to local public agencies and non-profit developers to assist households in becoming homeowners. CalHome funds may be used for predevelopment, development, acquisition, and rehabilitation costs as well as downpayment assistance. While CalHOME funding has been limited to disaster assistance in recent years, this would be an appropriate program for the City to pursue to begin to develop a local portfolio of housing assistance programs and funds.

Community Development Block Grant (CDBG) program. The City of Lakeport is eligible to compete each year for federal CDBG funds through the State Small Cities and Counties program. These funds can be utilized for the replacement of substandard housing, rehabilitation of lower income owner-occupied and rental-occupied housing units, and other programs that assist households with incomes at or below 80 percent of median income. It can also be used to offset infrastructure costs in support of affordable housing development. The City is eligible to apply for up to \$500,000 annually on a competitive basis. In addition, the City receives CDBG Program Income through repayment of CDBG-funded loans. The current balance of the CDBG Program Income Fund is approximately \$19.

5. CONSTRAINTS TO HOUSING AND HOUSING RESOURCES

Emergency Housing and Assistance Program (EHAP) provides funds to local government agencies and non-profit corporations for capital development activities and facility operation for emergency shelters, transitional housing and safe havens that provide shelter and supportive services for homeless individuals and families. No current funding is offered for this program.

Emergency Shelter Grant (ESG) Program provides emergency shelter and related services to the County's homeless populations. Eligible activities include: the rehabilitation and conversion of buildings for use as emergency shelters; the provision of essential services to the homeless; operating support for emergency shelters; and homeless prevention/rapid rehousing activities. ESG funds are administered by the LakeCoC for the entire County.

Golden State Acquisition Fund (GSAF) was seeded with \$23 million from the Department's Affordable Housing Innovation Fund. Combined with matching funds, GSAF makes up to five-year loans to developers for acquisition or preservation of affordable housing. Loans are a maximum of \$13,950,000. Funds are made available over the counter.

Low-Income Housing Tax Credits can be used to fund the hard and soft costs (excluding land costs) of the acquisition, rehabilitation or new construction of rental housing. Projects not receiving other federal subsidy receive a federal credit of 9 percent per year for 10 years and a state credit of 30 percent over 4 years (high cost areas and qualified census tracts get increased federal credits). Projects with a federal subsidy receive a 4 percent federal credit each year for 10 years and a 13 percent state credit over 4 years.

HOME Program. Federal HOME funds are also obtained through a competitive application process through HCD. Funds may be used for rehabilitation, acquisition and/or new construction of affordable housing. At least 90 percent of the households assisted must be at or below 60 percent of median income. HOME funds are available on an annual basis to the City during a competitive application process for up to \$800,000. The City does not currently have funds in the HOME Program Income Fund.

Housing for a Healthy California (HHC) provides funding on a competitive basis to deliver supportive housing opportunities to developers using the federal National Housing Trust Funds (NHTF) allocations for operating reserve grants and capital loans. The Department will also utilize from a portion of moneys collected in calendar year 2018 and deposited into the Building Homes and Jobs Trust Fund to provide funding through grants to counties for capital and operating assistance. Funds will be announced through a Notice of Funding Availability.

Infill Infrastructure Grant Program (IIG) funds infrastructure improvements to facilitate new housing development with an affordable component in residential or mixed use infill projects and infill areas. If an affordable or special needs housing developer is interested in developing in the City's core area, this program could be useful to fund infrastructure improvements.

Joe Serna Jr. Farmworker Housing Grant Program finances the new construction, rehabilitation and acquisition of owner- and renter-occupied housing units for agricultural workers, with a priority for lower income households. No current funding is offered for this program.

Local Early Action Planning (LEAP). This program assists cities and counties in planning for housing through providing over-the-counter, non-competitive planning grants.

Low-Income Housing Preservation and Residential Home Ownership Act (LIHPRHA). LIHPRHA requires that all eligible HUD Section 236 and Section 221(d) projects “at-risk” of conversion to market-rate rental housing through the mortgage prepayment option be subject to LIHPRHA Incentives. The incentives to owners include HUD subsidies which guarantee owners an eight percent annual return on equity. Owners must file a Plan of Action to obtain incentives or offer the project for sale to a) non-profit organizations, b) tenants, or c) public bodies for a 12 month period followed by an additional three-month sale to other purchasers. Only then are owners eligible to prepay the subsidized mortgages.

Mobilehome Park Rehabilitation and Resident Ownership Program (MPRROP) makes short- and long-term low interest rate loans for the preservation of affordable mobilehome parks for ownership or control by resident organizations, nonprofit housing sponsors, or local public agencies. MPRROP also makes long-term loans to individuals to ensure continued affordability. Funds are made available through a periodic, competitive process. MPRROP is currently accepting applications on an over-the-counter basis.

Multifamily Housing Program (MHP) is administered by HCD and is a competitively awarded deferred payment loan program. The MHP assists with the new construction, rehabilitation, and preservation of permanent and transitional rental housing for lower income households. MHP funds are only provided for post-construction permanent financing.

Predevelopment Loan Program (PDLP) makes short-term loans for activities and expenses necessary for the continued preservation, construction, rehabilitation or conversion of assisted housing primarily for low-income households. Availability of funding is announced through a periodic Notice of Funding Availability. Eligible applicants include local government agencies, non-profit corporations, cooperative housing corporations, and limited partnerships or limited liability companies where all the general partners are non-profit mutual or public benefit corporations.

Preservation Interim Repositioning Program (PIRP) is a short-term loan program designed to preserve housing at risk of conversion to market rates. Only non-profits, dedicated to the provision of affordable housing, may apply. Local matching funds, together with PIRP funds, may not exceed 20 percent of total costs. No current funding is offered for this program.

Project Based Housing Vouchers. This program is a component of the former Section 8 Housing Choice Voucher program funded through HUD. The program's objective is to induce property owners to make standard housing available to low-income families at rents within the program limits. In return, the Housing Commission or HUD enters into a contract with the owner that guarantees a certain level of rents.

Section 811/202 Program (Supportive Housing for Persons with Disabilities/Elderly). Non-profit and consumer cooperatives can receive no interest capital advances from HUD under the Section 202 program for the construction of Very-Low Income rental housing for seniors and persons with disabilities. These funds can be used in conjunction with Section 811, which can be used to develop group homes, independent living facilities and immediate care facilities. Eligible activities include acquisition, rehabilitation, new construction and rental assistance.

ENERGY CONSERVATION

Energy conservation improvements offer the most viable means of addressing high-energy costs. The objective of energy conservation efforts directed towards new development should be the maximum feasible use of passive or natural cooling and lighting. This might be achieved by encouraging the incorporation of solar access. Examples of passive cooling opportunities include the design of lots to allow the proper orientation of a structure to take advantage of prevailing breezes or available shade. Passive heating opportunities include the design of lots to allow structures to be aligned in an east-west direction for southern exposure.

RETROFIT

There are a number of methods available to improve conditions of existing structures and to decrease their energy demand, all of which fall under the general label of “retrofit.” Among the most common techniques for increasing building efficiency are: insulation of ceilings, heating-ventilating air conditioning ducts and hot water heaters; weather stripping and caulking; night setback thermostats; spark ignited pilot lights; low-flow shower heads; window treatment to provide shade; and furnace efficiency modifications. The City of Lakeport monitors such modifications on substantial rehabilitation projects pursuant to the California Building Standards Code.

Weatherization in existing dwellings can greatly cut down heating and cooling costs. Weatherization is generally done by performing or improving attic insulation, caulking, weather stripping and storm windows, furnace efficiency modifications, and certain mechanical measures to heating and cooling systems. The U.S. Department of Energy allocates money to states for disbursement to community-based organizations.

Other means of energy conservation in residential structures includes proper design and location of windows, window shades, orientation of the dwelling in relation to sun and wind direction, and roof overhang to let the winter sun in and block the summer sun out.

PG&E provides the Energy Upgrade California Program, which offers incentives to homeowners who complete comprehensive energy-saving home improvements on a single-family residence. PG&E’s Energy Savings Assistance Program is available to lower income households and provides energy-saving improvements at no charge to qualified households residing in a single family home, mobile, home, or apartment that is at least five years old.

North Coast Energy Services, Inc. provides a Weatherization Services program that provides energy efficiency-improving measures in a home, including ownership and rental units, to reduce energy costs.

The City encourages maintenance and rehabilitation of housing to maximize energy efficiency. The City’s housing rehabilitation program provides funding assistance for lower income households to rehabilitate their home and provide weatherization and energy retrofit improvements.

NEW DEVELOPMENT

The City encourages energy conservation in residential projects. New subdivision and parcel reviews are considered in terms of street layout and lot design. Residential structures must meet

the requirements of Title 24 (CalGreen) relating to energy conservation features of the California Building Standards Code.

The Bella Vista senior apartments, built in 2013, were designed to comply with the LEED Platinum certification. The Martin Street Apartments, built in 2019, and Martin Street Apartments II were also designed to achieve LEED certification. Green materials, finishes, and systems used in the project include Green Label Plus certified flooring, low VOC paint, EnergyStar rated appliances, low flow sinks, showerheads, and toilets, energy efficient windows, increased insulation, high indoor air quality, water efficient irrigation, and an on-site solar energy array.

City Energy Policies

The City's General Plan includes measures to reduce energy usage, through: 1) land use policies that encourage mixed uses, links between development and alternative transportation modes, 2) transportation policies that encourage increased use of alternative transportation modes and reductions in vehicle miles travelled, and 3) through Conservation Element policies for energy conservation and use of renewable resources.

The Land Use Element includes policies that encourage mixed uses to promote reduced traffic; encourage residential development to have a "neighborhood" orientation that provides linkages with services and pedestrian and bicycle modes of transportation.

The Transportation Element includes policies and programs to improve the City's bikeways system, provide improved pedestrian facilities, and encourage and facilitate increased public transit service.

The Conservation Element of the General Plan sets forth the City's approach to energy conservation and use of renewable resources. Policies and programs associated with Objective C5 will reduce demand for electricity and increase energy efficiency. Program C5.1-a calls for the integration of energy efficiency, conservation, and other green building requirements into the development review process. Program C5.1-b offers incentives, including permit streamlining, fee waivers, and density bonuses, to encourage energy efficiency and green building practices. Policies and programs associated with Objective C6 will increase renewable resource use. Program C6.2-a requires the protection of passive or active solar design elements and systems from wintertime shading by neighboring structures and trees.

Implementation of policies in the Land Use, Transportation, and Conservation Elements facilitate green building techniques and encourage a variety of land use and transportation mechanisms to reduce energy consumption and address climate change.

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CHAPTER SIX – GOALS, POLICIES, AND PROGRAMS

This section describes housing goals, policies, and programs for the City of Lakeport. A goal is defined as a general statement of the highest aspirations of the community. A policy is a course of action chosen from among many possible alternatives. It guides decision-making and provides a framework around which the housing programs operate. A program is a specific action, which implements the policy and moves the community toward the achievement of its goals. Programs are a part of the City's five-year action plan and constitute the City's local housing strategy.

State Housing Findings

The State identifies the following findings in Government Code Section 65580 related to Housing Elements:

- The availability of housing is of vital statewide importance, and the early attainment of decent housing and a suitable living environment for every Californian, including farmworkers, is a priority of the highest order.
- The early attainment of this goal requires the cooperative participation of government and the private sector in an effort to expand housing opportunities and accommodate the housing needs of Californians of all economic levels.
- The provision of housing affordable to low- and moderate-income households requires the cooperation of all levels of government.
- Local and state governments have a responsibility to use the powers vested in them to facilitate the improvement and development of housing to make adequate provision for the housing needs of all economic segments of the community.
- The Legislature recognizes that in carrying out this responsibility, each local government also has the responsibility to consider economic, environmental, and fiscal factors and community goals set forth in the general plan and to cooperate with other local governments and the state in addressing regional housing needs.
- Designating and maintaining a supply of land and adequate sites suitable, feasible, and available for the development of housing sufficient to meet the locality's housing need for all income levels is essential to achieving the state's housing goals and the purposes of this article.

Housing Element Goals, Policies, and Programs

The City of Lakeport Housing Element is consistent with, and addresses, the above-stated state goals. The goals of the City of Lakeport Housing Element serve at the local level to enhance and build upon State of California goals for providing safe, decent, and affordable housing available for all City residents.

The City's housing goals, which are continued from the 2009 and 2014 element, are as appropriate today as when they were originally developed. These goals encompass new

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construction, conservation of existing stock, affordability, and provision of adequate housing for all persons.

Goal 1: Conserve and Improve Lakeport's Existing Neighborhoods and Housing Supply

Goal 2: Facilitate and Encourage Development of Housing to Meet the Regional Housing Needs Allocation

Goal 3: Expand Housing Opportunities for the Elderly, the Handicapped, Households with Very-Low to Moderate Incomes and For Persons with Special Housing Needs

Goal 4: Promote and Affirmatively Further Fair Housing Opportunities throughout the Community for All Persons Regardless of Race, Religion, Sex, Age, Marital or Familial Status, Ancestry, National Origin, Color, Disability, or Other Protected Characteristics.

Policies and programs from the 2014 Housing Element have been incorporated herein or updated, otherwise modified, or deleted as deemed appropriate.

GOAL 1 CONSERVE AND IMPROVE LAKEPORT'S EXISTING NEIGHBORHOODS AND HOUSING SUPPLY

Policy 1A The City shall encourage the maintenance and improvement of its residential areas. (Programs 1-1, 1-2, 1-3, and 1-5)

Policy 1B The City shall encourage the preservation of its affordable housing supply, including extremely low, very low, and low income units, through regulation of condominium and mobile home park conversions, proactive noticing of at-risk units, and seeking funding to retain and improve lower income units. (Programs 1-2 and 1-4; Municipal Code Chapter 15.20)

Policy 1C The City shall discourage conversion of housing to non-residential uses, unless there is a finding of clear public benefit and equivalent housing can be provided for those who would be displaced by the proposed conversion. (Programs 1-1)

Policy 1D The City shall require developers to provide relocation assistance to residents displaced from mobile home parks converted to other uses. (Municipal Code Chapter 15.20)

Program 1-1 Maintain Existing Residential Zoning

Retain existing residential zoning and discourage non-residential uses in these zones. Maintain zoning limitations on non-residential uses and home occupations in the residential zoning districts.

Funding Sources: City General Fund

Responsible Departments/Agencies: Community Development Department, Planning Commission, and City Council.

Implementation Schedule: Ongoing.

Expected Results: Maintain allowed residential densities and uses.

Program 1-2 Housing Rehabilitation Program

Continue and expand the City’s Housing Rehabilitation Program, which provides assistance to extremely low, very low, and low income units, including lower income households with special needs, through the following activities:

- Re-establish a dedicated staff position to administer and implements the Housing Rehabilitation Program, as well as other housing programs as soon as additional funding is obtained to support this role.
- Submit applications, when warranted, to appropriate funding sources (CDBG, HOME, and other programs) to increase program funding. Use associated administration funds to maintain staff support and increase program support, if necessary.
- Community Development and Housing staff shall coordinate to identify areas of the City with a high incidence of homes with deferred maintenance and target these areas for code enforcement.
- Continue to make program pamphlets available at City Hall, the public library, other public facilities, and on the City’s website.
- Distribute program information in conjunction with continuing building code enforcement.

Funding Sources: HOME and CDBG funds

Responsible Departments/Agencies: Community Development Department, Housing staff

Implementation Schedule: Ongoing

Expected Results: Code enforcement activities – 15 units/year

Housing rehabilitation loans – 2 to 5 housing rehabilitation loans/year to extremely low, very low, and low income households based on funding availability

Program 1-3 Capital Improvement Program

Continue to identify priorities for capital improvements in the City’s older residential neighborhoods, including street maintenance, curbs, gutters, and sidewalks, storm drainage facilities, and street lighting. Where improvements are identified in lower income areas, seek state funding for the improvements. Update the City’s Capital Improvement Program (CIP) to include capital improvements that are identified as a high priority and to ensure that areas needing improvement are scheduled for funding at a specific time in the future.

Funding Sources: General Fund, HOME and CDBG funds

Responsible Departments/Agencies: Community Development Department, Public Works Department, Housing staff, City Council

Implementation Schedule: Review Capital Improvement Program annually to identify priorities. Seek funding for priority projects – 2015 through 2019

Expected Results: Three capital improvement projects in aging neighborhoods

Program 1-4 **Conversion of Affordable Units**

Conserve affordable units through the following activities:

- When an affordable housing development is at-risk of converting, assist the owners in identifying resources, including funding, for the continued provision of affordable units.
- Upon receipt of notice of a proposed conversion of assisted affordable housing, the City will contact qualified entities and encourage their involvement in the acquisition of the units.
- Tenant Education - The City will work with tenants of at-risk units and provide them with education regarding tenant rights and conversion procedures. The City will also provide tenants in at-risk projects information regarding Housing Choice Voucher/Section 8 rent subsidies through HUD (special vouchers for existing tenants in Section 8 projects), the Housing Authority, and other affordable housing opportunities in the City.

Funding Sources: City General Fund

Responsible Departments/Agencies: Community Development Department, Housing staff, Planning Commission, City Council

Implementation Schedule: Ongoing implementation.

Expected Results: Preservation of 25 affordable units.

Program 1-5 **Energy Conservation Retrofit**

Encourage and assist in implementing energy conservation measures including, but not limited to, weatherization, siding, and dual pane windows in conjunction with housing rehabilitation programs. Coordinate with North Coast Energy Services to provide weatherization improvements, where applicable, and seek to identify additional partners and programs to provide weatherization and energy-efficient improvements to existing homes.

Funding Sources: HOME and CDBG funds

Responsible Departments/Agencies: Community Development Department, Housing staff

Implementation Schedule: Ongoing

Expected Results: 5 units/year, can be in conjunction with housing rehabilitation loans

GOAL 2 FACILITATE AND ENCOURAGE DEVELOPMENT OF HOUSING TO MEET THE REGIONAL HOUSING NEEDS ALLOCATIONS

Policy 2A The City shall encourage additional housing to meet the City's Regional Housing Need Allocations by maintaining an inventory of adequate sites to meet the City's housing needs, by actively encouraging and assisting the construction of multifamily housing, by promoting a range of housing types, and by encouraging utilization of density bonuses in support of affordable housing. (Program 2-1, 2-2, and 2-5)

Policy 2B The City shall pursue county, state and federal programs and funding sources that provide housing opportunities for extremely low, low, and moderate-income households. (Program 2-2)

- Policy 2C** The City shall facilitate the development of residential uses in existing and new commercial areas where the viability of the commercial activities would not be adversely affected. (Zoning Ordinance Chapters 17.10 and 17.12)
- Policy 2D** The City shall continue to facilitate the construction of second dwelling units and permit accessory residential units by right in the R-1 zoning district. (Zoning Ordinance Chapter 17.04)
- Policy 2E** The City shall provide a Housing Specialist staff position or a comparable position. (Program 1-2)
- Policy 2F** The City shall expedite processing of affordable housing projects. (Program 2-1, Zoning Ordinance Chapter 17.39)
- Policy 2G** Encourage developers of lower income and special needs housing to use available incentives, including the City’s density bonus ordinance. (Programs 2-2, 3-2, and 3-3, Zoning Ordinance Chapter 17.39)

Program 2-1 Streamline Housing Approvals

Update the Zoning Ordinance to:

1. Provide by-right approvals for residential development in which at least 20 percent of the units are affordable to lower income households in accordance with Government Code Section 65583.2(c) for Sites 1, 2, and 3 (see Chapter 4, Table 4-3).
2. Establish object zoning, development, and design standards for lower income housing developments to facilitate review of projects eligible for the streamlined, ministerial process provided by Government Code Section 65913.4.

Funding Sources: City General Fund

Responsible Departments/Agencies: Community Development Department, Housing staff, Planning Commission, City Council

Implementation Schedule: Zoning Ordinance revisions completed by August 15, 2022

Expected Results: Development of two multifamily housing projects (including Martin Street Apartments II) with at least 8 extremely low, 32 very low, and 32 low income units.

Program 2-2 Affordable Housing Resources

Encourage the interest of development community, including Rural Communities Housing Development Corporation, in providing additional affordable housing and seek additional affordable housing resources through, for example, developer agreements, mortgage revenue bonds, tax credits, and the California Housing Rehabilitation Program. This program shall include the following actions:

- Regularly contacting housing stakeholders group, including affordable housing developers, to identify potential housing projects, including affordable new construction, special needs housing, and first time homebuyer assistance, and prioritize potential funding efforts.

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- Provide interested developers and other potential housing partners with information regarding affordable housing resources and incentives (include information from Programs 2-1 (once implemented) and 3-3 and Zoning Ordinance Chapter 17.39) and provide the brochure to applicants interested in affordable and/or multifamily housing, and
- Seek funding or support funding applications that would provide first-time homebuyer and downpayment assistance programs.
- Seek funding or support funding applications that would provide new affordable units, including extremely low income units.

Funding Sources: Federal and State funding sources; City General Fund;

Responsible Departments/Agencies: Housing staff, Planning Commission, City Council

Implementation Schedule: Annual outreach to housing stakeholders; loan/grant applications to support viable projects

Expected Results: Two applications for funding for affordable new housing construction projects; 24 new affordable units in addition to Martin Street Apartments II.

Program 2-3 **Energy Conservation**

Continue and expand the City's encouragement of alternative design for energy conservation by regularly updating brochures and information regarding City policies and programs, particularly as they pertain to affordable housing. Policies C.5.1, C.5.2, C.6.1, and C.6.2 and associated programs in the Conservation Element provide direction and implementation measures for energy efficiency and conservation.

Funding Sources: City General Fund

Responsible Departments/Agencies: Community Development Department

Implementation Schedule: Update of energy conservation and water conservation information (handouts and website links) when appropriate

Expected Results: Public information regarding energy conservation and water conservation programs and opportunities

Program 2-4 **Accessory Dwelling Units**

Update the Zoning Ordinance to revise the standards for secondary units to ensure that ADUs are allowed as a permitted use in all zoning districts that allow single family and multifamily uses and including standards addressing lot coverage restrictions, lot size restrictions, minimum and maximum size limitations, owner-occupancy requirements, and parking requirements, as provided in Government Code Section 65852.2 and addressing certain covenants, conditions, and restrictions that prohibit or unnecessarily restrict ADU consistent with the requirements of Civil Code Section 4751.

The City shall also update its development fees, including utility and impact fees, to be consistent with the requirements of Government Code Section 65852.2(f) which limits water and sewer fees that can be collected as well as other impact fees.

Funding Sources: City General Fund

Responsible Departments/Agencies: Community Development Department

Implementation Schedule: Update within one year of Housing Element adoption

Expected Results: Permit 3 accessory dwelling units per year.

Program 2-5 Market Rate Housing

Continue to support market rate housing development, including individual single family lots, single family subdivisions, and townhomes and condominiums. Consider coordinating with the Chamber of Commerce and regional housing producers to attract single family home developers – this effort may include publishing a list of potential single family housing sites, including undeveloped finished single family lots and single family sites that can accommodate residential subdivisions.

Funding Sources: City General Fund

Responsible Departments/Agencies: Community Development Department

Implementation Schedule: Ongoing

Expected Results: Permit 20 market rate units.

GOAL 3 EXPAND HOUSING OPPORTUNITIES FOR THE ELDERLY, THE HANDICAPPED, HOUSEHOLDS WITH VERY LOW TO MODERATE INCOMES, AND FOR PERSONS WITH SPECIAL HOUSING NEEDS

Policy 3A The City shall encourage and facilitate housing types and programs for senior citizens, the disabled, including developmentally disabled, large families, and other groups identified as having special housing needs. (Programs 3-1 through 3-9)

Policy 3B The City shall continue to encourage the development and expansion of housing opportunities for the elderly and disabled through techniques such as smaller unit sizes, reduced fees (water/sewer) for smaller units, parking reduction, common dining facilities, and fewer but adequate amenities. (Programs 3-3 and 3-4, Zoning Ordinance Chapter 17.39)

Policy 3C The City shall facilitate housing opportunities for the homeless and households at-risk of homelessness, including allowing emergency shelters in specified zone(s) and maintaining an inventory of adequate sites to accommodate homeless housing needs. (Program 3-7; Zoning Ordinance Section 17.28.010(EE) and Chapter 17.37)

Policy 3D The City shall work with private, county, and state agencies to provide emergency housing for the homeless. (Programs 3-2 and 3-8)

Policy 3E The City shall require developers using public or tax-exempt financing to include language in agreements with the City permitting persons and households eligible for HUD Housing Choice Voucher rental assistance or similar assistance to apply for below market rate units provided in the development.

Policy 3F The City shall continue to identify and provide incentives to encourage development of extremely low income, senior, disabled, large family, and other special needs housing types. (Program 3-3, Zoning Ordinance Chapter 17.39)

Program 3-1 Removal of Constraints to Housing for Special Needs Groups

Continue to assess and update the Zoning Ordinance, Municipal Code, and City procedures to remove constraints and address changes in state law, particularly regarding housing for special needs groups, including seniors, the disabled (consistent with requirements of SB 520), large families, farmworkers, and homeless.

Funding Sources: City General Fund

Responsible Departments/Agencies: Community Development Department, Planning Commission, City Council

Implementation Schedule: Review codes and procedures bi-annually, appropriate amendments made within one year of completion of review

Expected Results: No quantified objective; removal of constraints to special needs housing

Program 3-2 Special Needs Housing Coordination

Continue to assist and coordinate with other agencies serving Lakeport to address special needs housing, including extremely low income, disabled, senior, farmworker, homeless, large families, single female heads of families, and households at-risk of homelessness, as needed and feasible. Provide a handout that identifies available housing programs for lower income households and special needs groups and make the handout available at City Hall, the library, and the City website.

Funding Sources: City General Fund

Responsible Departments/Agencies: Community Development Department, Housing Staff, Planning Commission, City Council

Implementation Schedule: Ongoing

Expected Results: Continued availability of handout and information regarding special needs housing programs

Program 3-3 Incentives for Extremely Low Income, Senior, Disabled, Large Families, and Special Needs Housing

Continue to provide incentives for special needs housing and extremely low income housing, prioritizing development of extremely low income housing. Housing for extremely low income households, including Single Room Occupancy, shared housing, and housing with supportive services, will be incentivized through expedited development processing, density bonuses, and a reduction in development standards, such as lot coverage, parking, and/or setbacks (see Zoning Ordinance Chapter 17.39). Senior and disabled housing can be incentivized through flexible parking, setback, lot coverage and other standards, where found to be consistent with maintaining the character of the surrounding neighborhood. Large family housing (three or more bedrooms) can be incentivized through reduced setbacks or a density bonus for projects, particularly multifamily, with 20 percent or more large units.

Funding Sources: City General Fund

Responsible Departments/Agencies: Community Development Department, Housing staff, Planning Commission, City Council

Implementation Schedule: On-going

Expected Results: No quantified objective

Program 3-4 Seek Site and Funding for Affordable Housing

Identify at least one suitable site for an affordable housing project, considering sites that may be appropriate for affordable family housing, special needs housing, and/or senior housing funded by a HUD 202 or a similar program. Coordinate with developers to identify interest in developing an affordable housing project, with emphasis on housing that includes units to accommodate extremely low income and/or special needs households, and, if there is interest, facilitate obtaining funding and construction of the affordable housing.

Funding Sources: HOME, CDBG (same funding source as Program 2-2)

Responsible Departments/Agencies: Housing staff, Planning Commission, City Council

Implementation Schedule: Identify sites by December 2021; contact developers and seek funding in 2021 through 2027

Expected Results: No quantified objective

Program 3-5 Seek Available Funding

Seek and aggressively pursue available State and Federal assistance for City and non-profits (CDBG, HOME, etc.) to develop affordable housing for seniors, large-families, households with children, and others with specialized housing needs when there is a request from a developer for an affordable housing project appropriate for the City. If no new affordable housing construction projects are identified, the City will pursue funding for First Time Homebuyer, housing rehabilitation, and other programs that will provide housing assistance but may not result in the development of housing for special needs groups.

Funding Sources: General Fund

Responsible Departments/Agencies: Housing staff, Planning Commission, City Council

Implementation Schedule: Ongoing

Expected Results: Submit at least one application for year for affordable housing programs

Program 3-6 Farmworker Housing

Continue to monitor farmworker population increases within the City during elevated farming seasons. Through coordination with Lake Economic Development Commission and affordable housing developers, identify potential to assist with or support a local or regional farmworker housing development.

Funding Sources: General Fund

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Responsible Departments/Agencies: *Housing staff, Planning Commission, City Council*

Implementation Schedule: *Ongoing monitoring*

Expected Results: *No quantified objective*

Program 3-7 **Accommodate Special Needs Housing**

Revise the Zoning Ordinance to address the requirements of State law related to:

1. Low barrier navigation centers, including defining and streamlining approval of eligible low barrier navigation centers as a use by right in zones, including nonresidential zones, where multifamily and mixed uses are permitted consistent with the requirements of Government Code Sections 65660 through 65668;
2. Allowing eligible supportive housing as a use by right in zones, including nonresidential zones, where multifamily and mixed uses are permitted pursuant to Government Code Sections 65650 through 65656; and
3. Allowing eligible employee housing, including housing consisting of no more than 36 beds in a group quarters, 12 units or spaces designed for use by a single family or household or eligible projects under Section 17021.8, subject to the same requirements as an agricultural use in the same zone pursuant to Health and Safety Code Sections 17021.6

Funding Sources: *General Fund*

Responsible Departments/Agencies: *Community Development Department, Planning Commission, City Council*

Implementation Schedule: *Zoning Ordinance revisions concurrent with Housing Element adoption*

Expected Results: *Zoning Ordinance revisions*

Program 3-8 **Maintain Ongoing Estimates of the Demand for Emergency Housing**

Consult annually with local churches, North Coast Opportunities, other service providers and the County's Social Services Department to maintain ongoing estimates of the demand for emergency housing. Include findings in the annual report prepared under Program 4-2.

Funding Sources: *General Fund*

Responsible Departments/Agencies: *Housing staff*

Implementation Schedule: *annually*

Expected Results: *Findings included in annual report*

Program 3-9 **Reasonable Accommodation for Persons with Disabilities**

Continue to provide handouts to all interested parties and make information available on the City's website regarding accommodations in zoning, application of building codes, and permit processes for persons with disabilities, including describing that reasonable accommodation are permitted through a ministerial process, provided: 1) the requested accommodation would not impose an undue financial or

administrative burden on the City, and 2) the requested accommodation would not require a fundamental alteration in the nature of the City's land-use and zoning program.

Funding Sources: General Fund

Responsible Departments/Agencies: Community Development Department, Planning Commission, City Council

Implementation Schedule: Ongoing

Expected Results: Ongoing availability of handout and information available on the website

GOAL 4 PROMOTE AND AFFIRMATIVELY FURTHER FAIR HOUSING OPPORTUNITIES FOR ALL PERSONS REGARDLESS OF RACE, RELIGION, SEX, AGE, MARITAL OR FAMILIAL STATUS, ANCESTRY, NATIONAL ORIGIN, COLOR, DISABILITY, OR OTHER PROTECTED CHARACTERISTICS.

Policy 4A The City shall actively support fair housing opportunities for all persons regardless of race, religion, sex, age, marital or familial status, ancestry, national origin, color, disability, or other protected characteristics. (Program 4-1)

Policy 4B The City shall encourage and support public participation in the formulation and review of the City's housing and development policies. (Program 4-2)

Policy 4C The Planning Commission and City Council shall annually review progress in implementing the Housing Element including the progress in achieving its objectives and meeting its share of regional housing needs. (Program 4-2)

Program 4-1 **Equal Housing Opportunity**

Facilitate equal and fair housing opportunities by continuing to designate the Community Development Director as the City's Equal Opportunity Coordinator and by implementing actions to affirmatively further fair housing opportunities for all persons regardless of race, religion, sex, age, marital or familial status, ancestry, national origin, color, disability, or other protected characteristics. The City's Equal Opportunity Coordinator shall ensure fair housing services and opportunities are provided to residents and property owners through actions including:

- Coordinating with the Lake Economic Development Coordination and California Housing and Community Development Department (HCD) to ensure that public service announcements via different media (e.g., newspaper ads, public service announcements at local radio and television channels, the City's social media accounts) and presentations with different community groups are made at least two times per year.
- Providing a fair housing presentation to the City Council at least once per year.
- Facilitating public education and outreach by providing informational flyers on fair housing at the City's public counters, the library, and on the City's website.
- Distributing educational materials to property owners, apartment managers, and residents every two years.

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- Maintaining a log of complaints of discrimination, including referrals to the California Department of Fair Employment and Housing (DFEH) for investigation and resolution of complaints, and follow up to identify if resolution was obtained with the DFEH. If resolution was not obtained, follow up with HCD to ensure that affordable housing laws are actively enforced.
- Actively recruiting residents from neighborhoods of concentrated poverty to serve or participate on boards, committees, and other local government bodies.
- Providing education to the community on the importance of participating in the planning and decision-making process and completing Census questionnaires.
- Reviewing land use and planning proposals, including development proposals, general plan amendments, master planning efforts for parks, recreation, infrastructure, and other facilities and amenities, to ensure that the City is replacing segregated living patterns with integrated and balanced living patterns, where applicable and feasible, and working to transform racially and ethnically concentrated areas of poverty into areas of opportunity without displacement.

Funding Sources: General Fund, Housing Program Income

Responsible Departments/Agencies: Community Development Director

Implementation Schedule: Annual coordination with Lake EDC and HCD to provide information to the community twice per year, annual presentation to City Council, bi-annual distribution of information, and addressing complaints, actively recruiting residents, providing educational materials, and reviewing land use and planning proposals on an ongoing basis

Expected Results: Findings included in annual report

Program 4-2 Community Participation and Annual Reporting

Prepare an Annual Progress Report, using the HCD template, to the City Council and Planning Commission which describes 1) implementation of Housing Element programs to date, 2) the amount and type of housing activity as related to the Housing Element's goals, policies, and programs, and 3) an updated summary of the City's housing needs. Submit this report to the Department of Housing and Community Development within 30 days after review by the City Council.

As part of the annual report process, Housing Element updates, and other housing-related efforts, ensure that the community is notified of the effort being undertaken and is provided the opportunity to comment and participate.

Funding Sources: General Fund

Responsible Departments/Agencies: Community Development Director/Housing staff, City Council

Implementation Schedule: Report for prior year completed March/April of each year

Expected Results: Annual reports

Conclusion

The foregoing programs are considered appropriate and desirable to ensure that the community's housing needs through 2027, as identified in Chapters 1 through 5, are met in a timely and cost effective manner. The programs designate funding sources, the party(ies) responsible for implementation, and expected results, including quantified objectives where applicable. Table 6-1 shows an estimate of quantified objectives by income category for the number of units to be constructed, rehabilitated and conserved over the planning period. Table 6-2 identifies an estimate of quantified objectives for very low and low income units by program.

In implementing those objectives, the community will require funding from a variety of sources including, but not limited to, CDBG and HOME funds.

Table 6-1: Quantified Objectives: Construction, Rehabilitation, and Preservation by Income Level

Income Levels	Construction	Rehabilitation	Preservation
Extremely Low	8	5	55
Very Low	32	15	
Low	32	15	
Moderate	21	0	0
Above Moderate	20	0	0
Total ¹	113	35	55

Table 6-2: Quantified Objectives for Very Low and Low Income Units by Program

Program	Construction	Rehabilitation	Preservation
Program 1-3: Housing Rehabilitation Program	0	35	0
Program 1-5: Conversion of Affordable Units	0	0	55
Program 1-6: Energy Conservation Retrofit	0	25*	0
Programs 2-1: Streamline Housing Approvals, 2-2: Affordable Housing Resources, 3-2: Special Housing Needs Coordination, and 3-3: Incentives for Extremely Low, Senior, Disabled, Large Families and Special Needs Housing	72	0	0
Program 2-4: Accessory Dwelling Units	21	0	0
TOTAL	93	35	55

*May be combined with Program 1-3

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CHAPTER SEVEN – COMMUNITY PARTICIPATION

Community participation was solicited and encouraged throughout the Housing Element process. Community participation efforts are described below for the development of the Draft Housing Element and the adoption of the Final Housing Element.

Development of Draft Housing Element

The Housing Element Update process began in 2020, which included preparation of an initial public draft Housing Element Update and related public participation components as Phase 1 of the public outreach effort. This original public participation phase planned for several public and stakeholder workshops, with two workshops occurring during Housing Element preparation and two workshops occurring during the public review period. However, the novel coronavirus (also known as COVID-19) resulted in shelter-in-place and social distancing requirements that have precluded in-person workshops and resulted in the cancellation of the planned April 2020 and May 2020 workshops.

COVID-19 is an illness spread by person-to-person contact. The first case in California was documented on January 25, 2020. On March 11, 2020, the World Health Organization declared COVID-19 a global pandemic. In March 2020, as COVID-19 cases in California and the United States increased, Governor Newsom issued a series of Executive Orders restricting activities and movement within the State in an effort to reduce the spread of COVID-19. On March 18, 2020, the Lake County Public Health Officer issued a shelter-in-place order, which replaced orders issued on March 16, 2020. On March 19, 2020, a statewide shelter-in-place order was issued requiring residents to stay at home, unless they need to leave their home to conduct essential activities, which including shopping for necessities and going outdoors for private recreation, conduct essential business, or operate critical infrastructure. An end date has not yet been given for when the stay home requirement will be lifted, but the State has identified six health and scientific indicators will be considered before modifying the State's order. On April 28, 2020, Governor Newsom identified four stages for how California will reopen schools, businesses, and public spaces. The State is currently moving toward Stage 2, working to make it consistently safe for essential workers, and considering allowing counties to re-open lower-risk businesses and public spaces with modifications to allow for distancing. In Stage 3, higher-risk businesses will be able to reopen, but with measures in place to ensure public safety. Stage 4 will be the end of the stay-at-home order. It is anticipated that public in-person workshops that comply with social distancing and health measures may occur during Stage 3, however, Governor Newsom has indicated Stage 3 is months away. It is anticipated that this 6th Cycle Housing Element will be completed prior to the end of the stay home requirements. COVID-19 has presented a challenge to the City's public participation program, which had planned for a series of in-person workshops and meetings, augmented by a survey.

In response to the cancellation of the initial public and stakeholder workshops due to the shelter-in-place restrictions, the City and consultant team revised the housing needs survey to be a more detailed survey available in both English and Spanish that could be conducted on-line, eliminating any person-to-person contact, as well as a separate on-line survey for housing stakeholders. This initial effort is summarized below under Initial Public Engagement and Participation. The results

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of these surveys, as well as outreach to various stakeholders, and research related to the City's housing needs informed the preparation of Chapters 2 through 6 of this Housing Element Update.

In addition to the public outreach workshop, key stakeholders, agencies, and organizations were contacted individually for input to ensure that the Housing Element accurately reflects a broad spectrum of the community and prioritizes needs appropriately.

INITIAL PUBLIC AND STAKEHOLDER INPUT:

The Housing Element Update process began in 2020, which included preparation of an initial public draft Housing Element Update and related public participation components as Phase 1 of the public outreach effort. This original public participation phase planned for two public and stakeholder workshops. However, COVID-19 resulted in shelter-in-place and social distancing requirements that precluded in-person workshops and resulted in the cancellation of the planned April 2020 workshops.

Housing Needs Survey

In order to obtain a range of community input that reflected the broad economic and demographic spectrums of the City in the absence of in-person workshops, City staff and the consultant team disseminated a detailed housing needs survey to individuals, community organizations, County departments, and public agencies to gain a deeper understanding of resident housing needs. The survey consisted of 18 questions designed to better understand the housing needs and priorities for Lakeport and was available in English and Spanish. The housing needs survey was advertised via a mailer as part of the April utility bill, the City website, the Police Department's facebook page, and Lake County Health and Human Service's housing page on their website. An introduction to the survey and links to the survey in English and Spanish were also emailed to approximately 40 stakeholders, including public agency representatives, real estate professionals, service providers, and housing developers. This group of stakeholders was asked to post the survey on their social media pages and to disseminate the survey among their clients and residents in order to increase opportunities for participation, particularly among the lower income and special needs populations that are served by multiple service providers that were contacted.

In total, 46 survey responses were received and the full survey results are provided in Appendix B. A second set of emails has been sent out to the stakeholders as well as follow-up posts on social media pages to remind people to participate; the invitations to take the survey have been posted to the City's website in April and May 2020. The following information summarizes survey results to date. It should be noted that any personal identification information has been omitted from the survey results in Appendix B.

The majority of respondents (52%) live and work in Lakeport, another 20% live in Lakeport and are retired or do not work, 17% live in Lakeport but work elsewhere, and 7% work in Lakeport and live elsewhere.

Approximately 67% of respondents have lived in Lakeport for more than 10 years while 21% have lived in the City for less than 5 years. The most common reasons residents gave for living in Lakeport included (respondents could choose multiple answers): proximity to job/work (41%), local recreational amenities and scenery (41%), proximity to family and/or friends (31%),

affordability (31%), and safety of neighborhood (26%). 55% of respondents own their home while 34% rent, 5% currently live with another household (neither own nor rent), and 5% indicated that they are homeless.

Respondents indicating that they wish to own a home in Lakeport but do not currently own one identified the following reasons (respondents could choose multiple answers) for not owning a home: cannot find a home within their target price range (67%), not having the financial resources for an adequate down payment (62%), not having the financial resources for the monthly mortgage payment (38%), and cannot find a home that suits their living needs (35%).

Homeowners identified a range of upgrades or expansions they have considered making to their home, with the most commonly identified desired upgrades including: solar (60%), roofing (55%), and painting (45%).

Regarding housing conditions, 26% of respondents indicated their home is in excellent condition, 19% indicated their home shows signs of minor deferred maintenance, 36% indicated that their home needs one or more modest rehabilitation improvements, and 17% indicated their home needs one or more major upgrades. The majority of respondents live in a single family home (62%) while 12% live in a multifamily unit or apartment, 9% live in a duplex or attached home (townhome), 10% live in a mobile home, and 4% live in a hotel.

Regarding the type of household, residents indicated the following: couple (no children) household (43%), couple with children under 18 (14%), single person household (19%), young adult living with parent or parents (4%), multi-generational household (including parents with adult children and single parents with children and other generations) (6%), and single person living with roommates (5%). Additionally, 17% live in a 1-person household, 45% in a 2-person household, 14% in a 3-person household, 12% in a 4-person household, 5% in a 5-person household, 5% live in a 6-person household, and 2% live in a 7-person household. Further, respondents ages range from 24-39 years (36%), 40-55 years (29%), 56-74 years (31%), and 75 years or older (5%).

39% of respondents indicated they are very satisfied with their current housing situation, while 24% indicated they are somewhat satisfied, 7% indicated they are somewhat dissatisfied, and 29% indicated they are dissatisfied.

When asked to rank the priority of various housing-related issues, the responses that were ranked as the highest priorities include the following, in order of importance:

- Provide code enforcement and programs to help maintain and uplift neighborhoods that have areas of blight, disrepair, or have suffered from the economy.
- Ensuring that landlords and developers follow fair housing practices when renting or selling homes.
- Ensure that the housing market in Lakeport provides a diverse range of housing types, including single-family homes, townhomes, apartments, and condominiums to meet the varied needs of local residents.
- Homebuyer assistance programs, such as a first-time homebuyer loan or grant program.

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- Encourage the rehabilitation of existing housing stock in older neighborhoods.
- Housing for seniors.
- Emergency housing assistance (assistance with utility bills and/or loan payment).
- Ensure that children who grow up in Lakeport can afford to live in Lakeport.
- Provide shelters and transitional housing for the homeless, along with services to help move people into permanent housing.
- Housing for large families, veterans, and/or persons with disabilities.
- Housing rehabilitation or repair loan program.
- Make it easier to build homes.

The majority of respondents (63%) felt that the different housing types in Lakeport currently meet their needs. The types of housing identified as being most needed in the City were identified as single family (detached) (53%), apartments (38%), duplex, triplex, and fourplex units (30%), condominiums or townhomes (28%), senior housing (28%), and housing for people with disabilities (20%).

When asked to share comments or concerns relevant to the Housing Element Update, responses included:

- Concerns about affordable housing. In order to afford housing even in Lakeport one has to live paycheck to paycheck. Also concerned about the process of making formal complaints about neighbors who continuously violate noise laws, etc.
- In the city of lakeport it's quite hard for going couples with no children or not considered at workers to find housing/buy a home. There is really close to 0 opportunities for them.
- We need affordable housing apartments that are ADA-complainant and affordable for those with incomes under 1,000 a month.
- There are not any high-quality apartment buildings in Lakeport. Also, many homes/areas of lakeport are more run down than I'd like. It was difficult to find a nice home in a nice area.
- Concern that the city makes sure to support local small business as well as property owners and renters. This year is going to be tough on everyone and making sure that people get help, remain employed, is instrumental in how the city navigates this difficult time.
- We need affordable housing, but we also need help finding ways to help low wage workers the opportunity to buy a home. We also need more support for people of color to have access to these programs.

The Housing Plan addresses the needs identified by the community. Overall, one of the primary concerns identified by the community was the need for single family homes and the associated difficulty households have affording a single family home or downpayment. The Housing Plan

(Chapter 6) includes Program 2-5 to support the production of market rate housing development, including single family homes, and Program 2-2 includes a component to encourage additional funding for first-time homebuyer and downpayment assistance programs. Respondents also identified the need to maintain neighborhoods and existing housing. The Housing Plan includes Program 1-3 to provide for ongoing capital improvements and maintenance to address the needs of the City's older neighborhoods, while Programs 1-2 and 1-5 address the need to assist homeowners and property owners with housing rehabilitation and weatherization improvements to maintain the housing stock. The need for affordable housing opportunities, including housing for large families, veterans, and persons with disabilities as well as the need for a variety of housing types was also identified. Programs 2-1 through 2-5 provide for a greater range of new housing opportunities in the City, while Programs 3-1 through 3-7 address housing needs for special needs groups. Program 4-1 furthers fair housing opportunities to ensure all persons, regardless of any protected characteristics, have access to housing.

Housing Stakeholders Survey

Housing stakeholders were also surveyed for the purpose of identifying any housing needs and constraints to obtaining housing related to the population or clientele of service providers, housing needs and constraints as observed by advocates and interested parties, and housing needs and constraints to building or providing housing as observed by members of the development community. The survey was sent to approximately 45 agencies, service providers, developers, real estate professionals, and other stakeholders listed in Appendix C. The survey was sent out on May 18, 2020 and a follow-up email was sent to stakeholders on June 3, 2020 inviting their review of the Draft 6th Cycle Housing Element.

The stakeholders survey provided extensive data, particularly related to issues and concerns associated with lower income and special needs populations in Shasta County and information regarding potential constraints to housing development. 9 survey responses were received. The results of the survey are summarized below.

The respondents work with a range of clients, including: seniors, disabled, developmentally disabled, large families, female-heads of households, farmworkers, persons in need of emergency shelter, and the homeless population. It should be noted that respondents may serve more than one community population.

Of the respondents, 10% develop housing and provide supportive services while 90% of respondents provide supportive services but do not develop housing. Survey respondents were asked to identify the primary housing types needed to serve the specific populations that their organizations services. When asked about housing needed based on the population they serve, respondents identified the following types of housing as the most needed for each specific population.

General population: Housing close to services, market rate housing, single family and multifamily housing affordable to extremely low, very low, and low income households, and housing with on-site childcare.

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Seniors/Elderly: Multifamily – senior market rate, multifamily – senior affordable extremely low, very low, and low income households, single family housing affordable extremely low, very low, and low income households.

Disabled persons: Housing with features for a disabled person, single family housing (both affordable and market rate), and multifamily housing affordable extremely low, very low, and low income households.

Developmentally disabled: Housing with features for a disabled person, housing close to services, both single family and multifamily housing affordable to extremely low through low income households, and emergency shelter.

Single female heads of household with children: Housing with childcare on-site, single family and multifamily market rate housing; single family housing affordable extremely low, very low, and low income households.

Farmworkers: Permanent farmworker housing and seasonal or temporary farmworker housing

Persons in need of Emergency Shelter: Emergency Shelter, market rate senior housing, and affordable multifamily housing.

When asked about housing services needed by population they serve, priority needs for specific populations included:

1. General population:
 - Assistance with finding affordable housing, renting or purchasing a home, occasional financial assistance, housing close to public transportation, and housing close to services and daycare
2. Seniors/elderly:
 - Assistance finding affordable housing, grants or loans to make a home accessible, assistance finding housing affordable to extremely low and low income households; financial assistance, assistance with addressing legal and fair housing issues
3. Disabled:
 - Grants or loans to make modifications to make a home accessible to a disabled resident, assistance finding housing affordable to extremely low and low income households, assistance with addressing legal and fair housing issues
4. Developmentally disabled:
 - Assistance finding and obtaining affordable housing and housing close to services, assistance with addressing legal and fair housing issues, grants or loans to make modifications to make a home accessible to a disabled resident,
5. Female-head of households with children:
 - Housing close to daycare, assistance with addressing legal and fair housing issues

6. Farmworkers:
 - Translation assistance for non-English speaking persons, assistance with purchasing or renting a home
7. Persons in need of emergency shelter:
 - Assistance with being housed in an emergency shelter, transitional housing, or supportive housing.
8. Other:
 - Assistance being housing in transitional or supportive housing.

The following were identified as the primary barriers to service providers of their service population related to finding or staying in housing:

- Identifying and locating services for clients
- Shortage of low income housing
- Long waiting lists for financial assistance and for affordable housing
- Housing costs and inadequate income to pay for housing costs
- Lack of decent rental units and landlords willing to work with low income families and maintain units

The following services and actions were identified as needed to provide or improve housing or human services in the City:

- More housing, including affordable housing
- Year-round homeless shelter
- Housing availability
- Hold property owners accountable and provide incentives to rent units

Overall, one of the primary comments echoed throughout the housing stakeholder survey was the need for more affordable housing and assistance provided to various populations in finding and obtaining affordable housing. The Housing Plan (Chapter 6) provides multiple policies and programs under Goals 2 and 3 to increase the amount of affordable and special needs housing and to increase access to housing. These policies were strengthened to encourage increased cooperation and efforts between organizations and ensure that the City continues to work with various County departments and non-profit and private organizations to address these concerns.

HOUSING ELEMENT REVIEW

The public Preliminary Draft Housing Element was made available on the City’s website on May 21, 2020 and via a June 3, 2020 email to stakeholders and survey participants. A public notice, a press release, and emails to persons that have requested to be on the Housing Element Update

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contact list as well as all of the stakeholders contacted for the stakeholders survey was circulated identifying the availability of the Preliminary 6th Cycle Housing Element, summarizing key findings, and identifying how and where to comment on the Draft Housing Element, including via email, mailed letter, phone call to City staff, or through the planned hearing. The Preliminary 6th Cycle Housing Element was made available for public review from May 22 through June 30, 2020. In addition, opportunities to comment are provided at the Planning Commission and City Council hearings as described below.

The Planning Commission will hold a public hearing to review the 6th Cycle Housing Element, receive and consider public input, and consider a recommendation to the City Council on June 10, 2020. The City Council will then hold a public hearing on July 7, 2020 to consider the Planning Commission's recommendation, review the 6th Cycle Housing Element, receive and consider public input, and consider adoption of the Housing Element.

Appendix A

Inventory of Residential Sites

APPENDIX A: INVENTORY OF RESIDENTIAL SITES

PARCEL	General Plan	Zoning	Status	HOUSE #	STREET	Acres	Existing Units	Single Family Maximum	Single Family Realistic	Multi-family Maximum	Multi-family Realistic	Income Range
025-036-03	RES	R-1	VAC	1300	SIXTH	0.05		1	1			AM
026-122-26	RES	R-1	VAC	1022	ELEVENTH	0.06		1	1			AM
026-052-17	RES	R-1	VAC	463	SUNSET	0.07		1	1			AM
026-073-04	RES	R-1	VAC	335	ROBLES	0.07		1	1			AM
026-082-10	RES	R-1	VAC	535	SUNSET	0.07		1	1			AM
026-052-28	RES	R-1	VAC	410	FOREST	0.08		1	1			AM
026-073-08	RES	R-1	VAC	287	ROBLES	0.08		1	1			AM
025-564-20	RES	R-1	VAC	45	LILY COVE	0.09		0	0			AM
026-052-16	RES	R-1	VAC	479	SUNSET	0.09		1	1			AM
026-052-15	RES	R-1	VAC	483	SUNSET	0.09		1	1			AM
026-074-14	RES	R-1	VAC	356	HILLCREST	0.09		0	0			AM
026-072-38	RES	R-1	VAC	2324	LOCH	0.09		1	1			AM
026-051-04	RES	R-1	VAC	452	SUNSET	0.10		0	0			AM
025-212-16	RES	R-1	VAC	455	SEVENTH	0.10		0	0			AM
025-083-06	RES	R-1	VAC	1030	SECOND	0.10		1	1			AM
026-073-07	RES	R-1	VAC	323	ROBLES	0.11		1	1			AM
026-061-13	RES	R-1	VAC	472	SAYRE	0.11		0	0			AM
026-072-15	RES	R-1	VAC	264	ROBLES	0.11		1	1			AM
026-073-06	RES	R-1	VAC	331	ROBLES	0.11		1	0			AM
026-072-16	RES	R-1	VAC	256	ROBLES	0.11		1	1			AM
026-073-09	RES	R-1	VAC	271	ROBLES	0.11		0	0			AM
026-052-14	RES	R-1	VAC	491	SUNSET	0.11		1	1			AM
026-082-09	RES	R-1	VAC	541	SUNSET	0.11		1	1			AM
026-073-03	RES	R-1	VAC	341	ROBLES	0.11		1	1			AM
026-091-15	RES	R-1	VAC	420	FAIRVIEW	0.11		1	1			AM
026-091-16	RES	R-1	VAC	430	FAIRVIEW	0.11		1	1			AM
026-073-02	RES	R-1	VAC	343	ROBLES	0.11		1	1			AM
026-073-05	RES	R-1	VAC	333	ROBLES	0.12		1	1			AM
026-092-12	RES	R-1	VAC	2110	GREEN	0.12		1	1			AM
026-051-08	RES	R-1	VAC	422	SUNSET	0.12		1	1			AM
026-072-14	RES	R-1	VAC	286	ROBLES	0.12		1	1			AM
026-082-04	RES	R-1	VAC	591	SUNSET	0.12		1	1			AM
026-082-08	RES	R-1	VAC	553	SUNSET	0.12		1	1			AM

APPENDIX A: INVENTORY OF RESIDENTIAL SITES

026-082-05	RES	R-1	VAC	531	SUNSET	0.12		1	1		AM
026-082-07	RES	R-1	VAC	521	SUNSET	0.12		1	1		AM
025-652-17	RES	R-1	VAC	621	THIRD	0.13		1	1		AM
025-093-06	RES	R-1	VAC	1201	BERRY	0.13		1	1		AM
026-072-37	RES	R-1	VAC	2332	LOCH	0.13		0	0		AM
025-656-09	RES	R-1	VAC	170	N LAKEVIEW	0.13		1	1		AM
025-656-10	RES	R-1	VAC	175	N ESTEP	0.13		1	1		AM
026-313-28	RES	R-1	VAC	1945	LAKESHORE	0.13		1	1		AM
026-071-16	RES	R-1	VAC	410	SUNSET	0.14		1	1		AM
025-036-02	RES	R-1	VAC	1254	SIXTH	0.14		0	0		AM
025-741-13	RES	R-1	VAC	1245	WRIGLEY	0.14		1	1		AM
025-741-12	RES	R-1	VAC	1241	WRIGLEY	0.14		1	1		AM
025-731-15	RES	R-1	VAC	1263	FENWAY	0.14		1	1		AM
026-072-17	RES	R-1	VAC	242	ROBLES	0.15		1	1		AM
025-073-13	RES	R-1	VAC	982	FIFTH	0.15		1	0		AM
025-741-04	RES	R-1	VAC	1242	WRIGLEY	0.15		1	1		AM
026-381-09	RES	R-1	VAC	728	FOURTEENTH	0.15		1	1		AM
025-731-17	RES	R-1	VAC	1271	FENWAY	0.15		1	1		AM
025-741-05	RES	R-1	VAC	1238	WRIGLEY	0.15		1	1		AM
025-731-16	RES	R-1	VAC	1267	FENWAY	0.15		1	1		AM
026-051-07	RES	R-1	VAC	428	SUNSET	0.15		1	1		AM
025-093-07	RES	R-1	VAC	1209	BERRY	0.15		1	1		AM
025-367-04	RES	R-1	VAC	698	FOURTH	0.16		1	1		AM
026-061-55	RES	R-1	VAC	475	HILLCREST	0.16		1	1		AM
025-741-11	RES	R-1	VAC	1391	YANKEE	0.16		1	1		AM
025-741-06	RES	R-1	VAC	1234	WRIGLEY	0.16		1	1		AM
025-741-08	RES	R-1	VAC	1226	WRIGLEY	0.16		1	1		AM
025-741-07	RES	R-1	VAC	1230	WRIGLEY	0.17		1	1		AM
026-256-01	RES	R-1	VAC	589	TENTH	0.17		1	0		AM
025-741-10	RES	R-1	VAC	1394	YANKEE	0.17		1	1		AM
025-075-01	RES	R-1	VAC	974	FOURTH	0.17		1	1		AM
025-073-23	RES	R-1	VAC	1032	FIFTH	0.17		1	1		AM
025-741-09	RES	R-1	VAC	1227	WRIGLEY	0.18		1	1		AM
025-093-08	RES	R-1	VAC	1217	BERRY	0.18		1	1		AM
026-383-06	RES	R-1	VAC	520	FOURTEENTH	0.18		1	1		AM

APPENDIX A: INVENTORY OF RESIDENTIAL SITES

026-051-06	RES	R-1	VAC	432	SUNSET	0.19		1	1		AM
026-383-04	RES	R-1	VAC	544	FOURTEENTH	0.19		1	1		AM
025-093-09	RES	R-1	VAC	1225	BERRY	0.19		1	1		AM
025-366-12	RES	R-1	VAC	730	FIFTH	0.20		1	1		AM
025-042-13	RES	R-1	VAC	634	SPURR	0.21		1	1		AM
025-043-06	RES	R-1	VAC	1020	SIXTH	0.21		1	1		AM
026-051-05	RES	R-1	VAC	446	SUNSET	0.21		1	1		AM
025-073-14	RES	R-1	VAC	780	FIFTH	0.21		1	1		AM
026-383-05	RES	R-1	VAC	540	FOURTEENTH	0.21		1	1		AM
026-332-21	RES	R-1	VAC	1032	ADAMS	0.21		1	1		AM
025-093-10	RES	R-1	VAC	1233	BERRY	0.22		1	1		AM
025-205-06	RES	R-1	VAC	655	CHERRY	0.23		1	1		AM
025-036-04	RES	R-1	VAC	1290	SIXTH	0.23		1	1		AM
025-093-12	RES	R-1	VAC	1249	BERRY	0.23		1	1		AM
026-482-04	RES	R-1	VAC	1312	MELLOR	0.24		1	1		AM
026-256-05	RES	R-1	VAC	521	TENTH	0.24		1	1		AM
025-161-11	RES	R-1	VAC	935	SECOND	0.24		1	1		AM
025-073-21	RES	R-1	VAC	994	FIFTH	0.24		1	1		AM
025-093-11	RES	R-1	VAC	1241	BERRY	0.25		1	1		AM
025-041-27	RES	R-1	VAC	1130	CENTRAL PARK	0.25		1	1		AM
026-403-01	RES	R-1	VAC	991	TWENTIETH	0.25		1	1		AM
026-082-02	RES	R-1	VAC	561	SUNSET	0.25		1	1		AM
026-062-12	RES	R-1	VAC	457	FAIRVIEW	0.26		1	1		AM
025-051-09	RES	R-1	VAC	900	CENTRAL PARK	0.26		1	1		AM
025-093-13	RES	R-1	VAC	1257	BERRY	0.27		1	1		AM
025-093-14	RES	R-1	VAC	1265	BERRY	0.27		1	1		AM
026-151-37	RES	R-1	VAC	656	CLEAR LAKE	0.29		2	1		AM
026-151-40	RES	R-1	VAC	594	CLEAR LAKE	0.29		2	1		AM
026-151-38	RES	R-1	VAC	632	CLEAR LAKE	0.30		2	1		AM
025-036-08	RES	R-1	VAC	1250	SIXTH	0.30		2	1		AM
026-052-01	RES	R-1	VAC	2382	HARTLEY	0.32		2	1		AM
026-021-02	RES	R-1	VAC	1385	SHADY	0.32		2	1		AM
025-077-01	RES	R-1	VAC	850	THIRD	0.33		2	1		AM
025-652-09	RES	R-1	VAC	650	SECOND	0.34		2	1		AM
026-511-30	RES	R-1	VAC	1282	TWENTIETH	0.34		2	1		AM

APPENDIX A: INVENTORY OF RESIDENTIAL SITES

026-122-50	RES	R-1	VAC	1657	ALDEN	0.35		2	2		AM
026-051-09	RES	R-1	VAC	474	SUNSET	0.36		2	2		AM
026-122-51	RES	R-1	VAC	1651	ALDEN	0.36		2	2		AM
026-031-09	RES	R-1	VAC	2440	LAKESHORE	0.37		2	2		AM
026-122-49	RES	R-1	VAC	1665	ALDEN	0.38		2	2		AM
026-412-10	RES	R-1	VAC	855	ANASTASIA	0.38		2	2		AM
005-051-11	RES	R-1	VAC	305	CHESTER	0.38		2	2		AM
026-031-22	RES	R-1	VAC	2415	BEACH	0.40		2	2		AM
025-084-14	RES	R-1	VAC	1010	COMPTON	0.41		2	2		AM
025-203-03	RES	R-1	VAC	700	MANZANITA	0.42		3	2		AM
026-491-11	RES	R-1	VAC	1764	MELLOR	0.48		3	2		AM
026-082-03	RES	R-1	VAC	581	SUNSET	0.49	1	2	1		AM
025-074-12	RES	R-1	VAC	1048	COMPTON	0.49		3	2		AM
026-031-20	RES	R-1	VAC	2430	WINTER	0.53		3	3		AM
026-122-57	RES	R-1	VAC	1403	WILD OAK	0.58		4	3		AM
026-482-01	RES	R-1	VAC	1316	MELLOR	0.60		4	3		AM
026-301-14	RES	R-1	VAC	1261	CENTRAL PARK	0.60		4	3		AM
026-471-02	RES	R-1	VAC	1542	MELLOR	0.62		4	3		AM
026-481-11	RES	R-1	VAC	1265	MELLOR	0.71	1	4	3		AM
025-035-02	RES	R-1	UND	1240	CENTRAL PARK	0.73	1	4	3		AM
026-021-42	RES	R-1	VAC	1343	SHADY	0.82		6	4		AM
026-131-18	RES	R-1	VAC	1200	NINTH	0.85		6	4		AM
025-035-03	RES	R-1	VAC	1220	CENTRAL PARK	0.86		6	5		AM
025-041-26	RES	R-1	VAC	1130	NINTH	0.88		6	5		AM
026-322-13	RES	R-1	VAC	700	ADAMS	0.91		6	5		AM
025-191-01	RES	R-1	VAC	801	MANZANITA	0.91		6	5		AM
026-081-01	RES	R-1	VAC	550	SUNSET	1.17		8	6		AM
025-441-43	RES	R-1	VAC	1297	CRAIG	1.18		8	3		AM
026-122-25	RES	R-1	VAC	1122	ELEVENTH	1.24		9	7		AM
005-038-36	RES	R-1	VAC	12	QUEEN ANN	1.28		9	7		AM
026-301-22	RES	R-1	VAC	1265	CENTRAL PARK	1.36		9	7		AM
026-021-48	RES	R-1	UND	1170	BOGGS	1.38	1	9	7		AM
026-332-12	RES	R-1	VAC	850	ADAMS	1.48		10	8		AM
026-341-03	RES	R-1	VAC	1180	BOGGS	1.62		11	9		AM
005-038-35	RES	R-1	VAC	20	QUEEN ANN	1.64		11	9		AM

APPENDIX A: INVENTORY OF RESIDENTIAL SITES

025-062-24	RES	R-1	VAC	1366	BERRY	1.91		13	11		AM
026-471-01	RES	R-1	VAC	1601	MELLOR	2.02	1	13	10		AM
005-030-10	RES	R-1	VAC	1320	CRAIG	2.26		16	13		AM
026-021-11	RES	R-1	VAC	1385	SHADY	2.41	1	16	13		AM
025-062-02	RES	R-1	UND	1255	SIXTH	2.64	1	18	6		AM
005-038-37	RES	R-1	VAC	8	QUEEN ANN	2.70		19	15		AM
026-342-08	RES	R-1	VAC	1255	BOGGS	2.71		19	15		AM
026-321-14	RES	R-1	VAC	880	BOGGS	2.71		19	15		AM
025-092-03	RES	R-1	VAC	1301	BERRY	2.77		20	16		AM
025-062-23	RES	R-1	VAC	1370	BERRY	2.79		20	16		AM
026-341-04	RES	R-1	UND	1150	BOGGS	2.84	1	19	15		AM
026-491-09	RES	R-1	VAC	1810	MELLOR	2.86		20	16		AM
025-062-13	RES	R-1	UND	1240	BERRY	2.87	1	19	15		AM
025-034-01	RES	R-1	VAC	1370	SIXTH	3.02		22	17		AM
026-122-34	Office	R-1	VAC	1192	ELEVENTH	3.04		22	17		AM
025-074-05	RES	R-1	UND	995	FOURTH	3.05	1	21	16		AM
026-122-45	HDR	R-1	UND	1320	ELEVENTH	3.19	1	22	17		AM
026-321-11	RES	R-1	VAC	750	BOGGS	3.23		23	18		AM
025-033-01	RES	R-1	VAC	1300	HEIGHT	3.29		24	19		AM
025-431-16	RES	R-1	VAC	1255	MARTIN	3.56		25	20		AM
026-021-09	RES	R-1	VAC	1343	SHADY	3.66		26	21		AM
026-021-10	RES	R-1	VAC	1351	SHADY	3.66		26	21		AM
026-122-53	RES	R-1	VAC	1600	MIKES	3.90		28	22		AM
026-361-01	RES	R-1	UND	1100	TWENTIETH	4.02	1	28	22		AM
026-021-17	RES	R-1	VAC	2403	HARTLEY	4.14		30	24		AM
026-122-56	RES	R-1	UND	1310	ELEVENTH	4.16	1	29	23		AM
025-062-01	RES	R-1	UND	1301	SIXTH	4.36	1	30	11		AM
025-441-08	RES	R-1	VAC	1296	CRAIG	4.37		31	25		AM
026-021-08	RES	R-1	UND	1285	SHADY	4.51	1	31	25		AM
026-361-02	RES	R-1	VAC	1101	TWENTIETH	5.29		38	30		AM
025-092-04	RES	R-1	UND	1295	ARMSTRONG	5.34	1	37	30		AM
026-122-05	RES	R-1	VAC	1411	ALDEN	5.48		40	32		AM
026-122-47	RES	R-1	UND	1200	ELEVENTH	5.52	1	39	31		AM
026-021-41	RES	R-1	VAC	1343	SHADY	5.88		42	34		AM
026-122-01	RES	R-1	UND	1451	WILD OAK	6.00	1	42	34		AM

APPENDIX A: INVENTORY OF RESIDENTIAL SITES

026-461-01	RES	R-1	UND	1825	MELLOR	6.64	1	47	37			AM
025-093-16	RES	R-1	VAC	1200	ARMSTRONG	7.09		51	41			AM
026-122-09	RES	R-1	UND	1170	ELEVENTH	7.86	1	56	44			AM
025-431-21	RES	R-1	VAC	1395	MARTIN	8.27	1	59	47			AM
026-021-49	RES	R-1	VAC	1160	BOGGS	8.64		63	50			AM
005-030-51	RES	R-1	VAC	1310	CRAIG	14.18		103	82			AM
005-030-49	RES	R-1	VAC	1453	MARTIN	17.41	1	126	100			AM
026-021-34	RES	R-1	VAC	2447	HARTLEY	26.66		194	155			AM
005-035-19	RES	R-1	VAC	450	LINDA	28.96	12	199	157			AM
total R-1 Sites						296.39	34	2,065	1,627	-	-	
026-161-21	RES	R-2	VAC	1832	HARTLEY	0.23				4	3	M
025-311-14	RES	R-2	VAC	450	ARMSTRONG	0.15				2	2	M
026-194-03	RES	R-2	VAC	375	THIRTEENTH	0.09		1	1	0	0	M
026-221-09	RES	R-2	VAC	1166	POOL	0.21				4	3	M
026-122-22	RES	R-2	VAC	1134	ELEVENTH	0.18				3	2	M
026-251-06	RES	R-2	VAC	1041	MANZANITA	0.13				2	2	M
026-142-11	RES	R-2	VAC	1893	HARTLEY	0.28				5	4	M
026-122-23	RES	R-2	VAC	1146	ELEVENTH	0.17				3	2	M
026-222-02	RES	R-2	VAC	670	ELEVENTH	0.50				9	7	M
025-301-05	RES	R-2	VAC	510	ARMSTRONG	0.20				3	3	M
026-043-17	RES	R-2	UND	375	TWENTIETH	0.20	1			2	2	M
total R-2 Sites						2.35	1	1	1	37	30	
025-431-12	HDR	R-3	UND	520	S SMITH	3.40	1			97	77	M**
026-482-09	HDR	R-3	UND	830	ELEVENTH	1.62	1			46	36	M**
005-042-15	HDR	R-3	UND	1339	BROTEN	1.76	1			50	39	M**
005-042-20	HDR	R-3	UND	1343	BROTEN	3.03	1			86	69	M**
026-243-02	HDR	R-3	VAC	257	CLEAR LAKE	0.12				3	2	M
026-193-03	HDR	R-3	VAC	340	THIRTEENTH	0.17				4	3	M
025-321-10	HDR	R-3	VAC	265	FIRST	0.29				8	6	M
025-231-01	HDR	R-3	VAC	295	NINTH	0.29				8	6	M
026-231-03	HDR	R-3	VAC	310	CLEAR LAKE	0.39				11	9	M
025-441-25	HDR	R-3	VAC	1293	CRAIG	2.45				71	28	M*
025-431-37	HDR	R-3	*	975	BEVINS	3.10	*			90	72	VL/L
025-451-01	HDR	R-3	*	400	BEVINS	1.60	*			47	38	VL/L
025-431-35	HDR	R-3	*	1075	MARTIN	2.20	*			63	51	VL/L

APPENDIX A: INVENTORY OF RESIDENTIAL SITES

total R-3 Sites						13.53	4	-	-	584	436	
005-038-21	RR	R-5	VAC	97	QUEEN ANN	0.08		1	1	0	0	AM
005-050-07	RR	R-5	VAC	2210	S MAIN	3.38				65	52	M/AM
026-031-29	RR	R-5	VAC	2200	LAKESHORE	6.08				117	46	M/AM
005-050-03	RR	R-5	VAC	2240	S MAIN	4.79	1			91	72	M/AM
005-038-24	RR	R-5	VAC	91	QUEEN ANN	0.05		1	1	0	0	AM
005-038-20	RR	R-5	VAC	2031	HAMPTON PARK	0.04		1	1	0	0	AM
005-038-27	RR	R-5	VAC	2030	HAMPTON PARK	0.07		1	1	0	0	AM
005-038-19	RR	R-5	VAC	2029	HAMPTON PARK	0.04		1	1	0	0	AM
005-038-29	RR	R-5	VAC	2026	HAMPTON PARK	0.11		2	1	0	0	AM
005-038-18	RR	R-5	VAC	2027	HAMPTON PARK	0.04		1	1	0	0	AM
005-038-17	RR	R-5	VAC	2025	HAMPTON PARK	0.04		1	1	0	0	AM
005-038-16	RR	R-5	VAC	2023	HAMPTON PARK	0.04		1	1	0	0	AM
005-038-15	RR	R-5	VAC	2021	HAMPTON PARK	0.04		1	1	0	0	AM
005-038-33	RR	R-5	VAC	1930	S MAIN	0.70		0	0	13	10	AM
total R-5 Sites						15.51	1	11	10	286	180	

*See Table 4-4 for site details

**May also be appropriate for very low/low but assumed for moderate

Appendix B

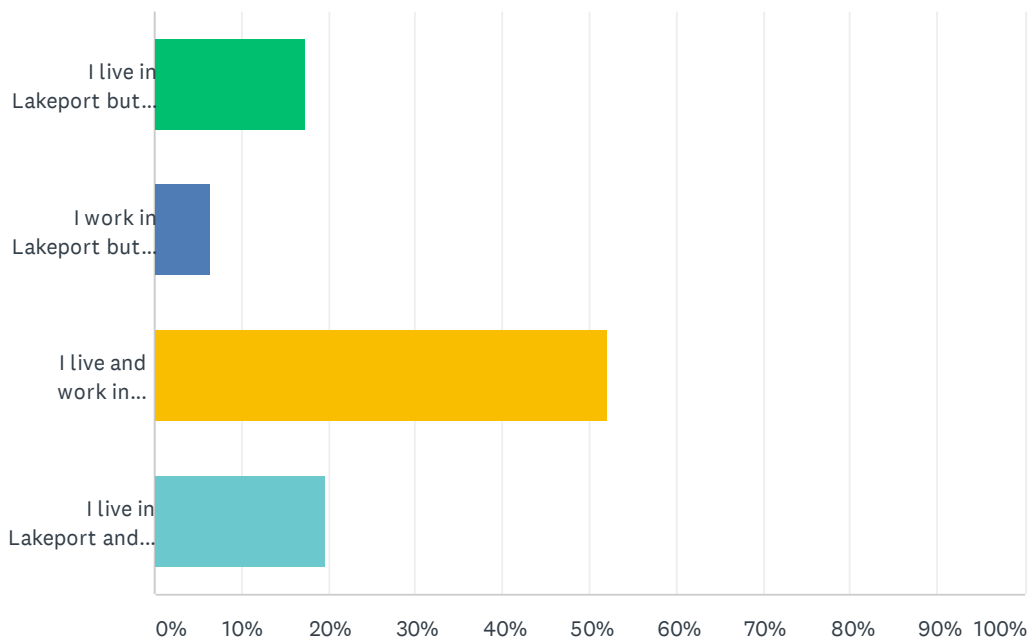
Survey Response Data

Lakeport Housing Element Survey (Community-wide)

Lakeport Housing Element Stakeholders Survey

Q1 Do you live and/or work in the City of Lakeport?

Answered: 46 Skipped: 0

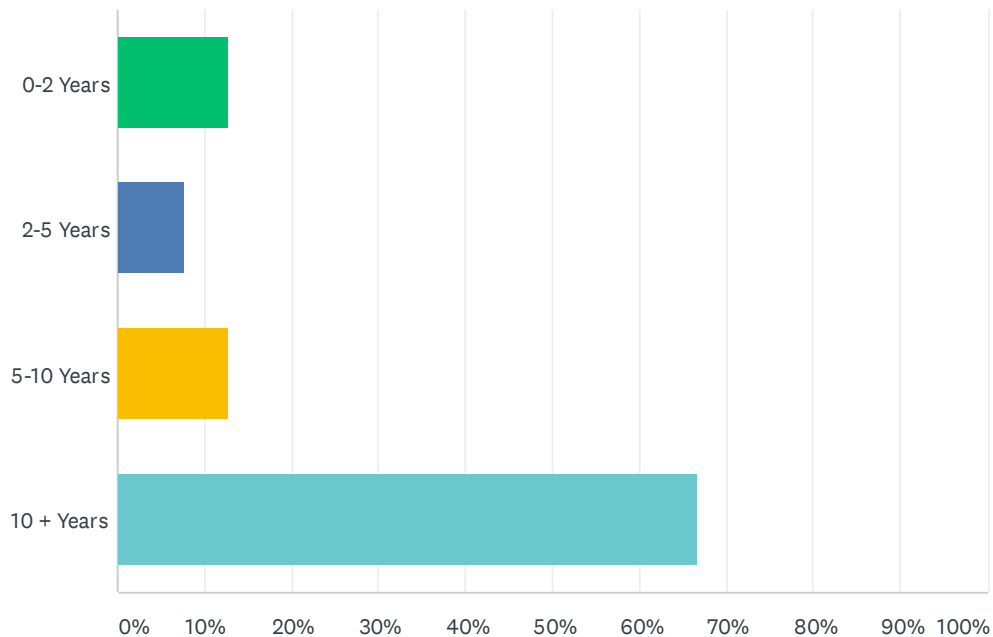


ANSWER CHOICES	RESPONSES
I live in Lakeport but work somewhere else	17.39% 8
I work in Lakeport but live somewhere else	6.52% 3
I live and work in Lakeport	52.17% 24
I live in Lakeport and do not currently work/I am retired	19.57% 9
TOTAL	46

#	IF YOU LIVE SOMEWHERE OTHER THAN THE CITY OF LAKEPORT, WHERE DO YOU LIVE?	DATE
1	Santa Rosa	6/4/2020 4:53 PM
2	Clearlake Oaks, Can.	5/25/2020 3:25 AM
3	Finley	5/20/2020 6:46 PM
4	unincorporated Lakeport	5/18/2020 4:50 PM
5	Lower Lake	3/23/2020 9:08 AM

Q2 How long have you lived in the City of Lakeport?

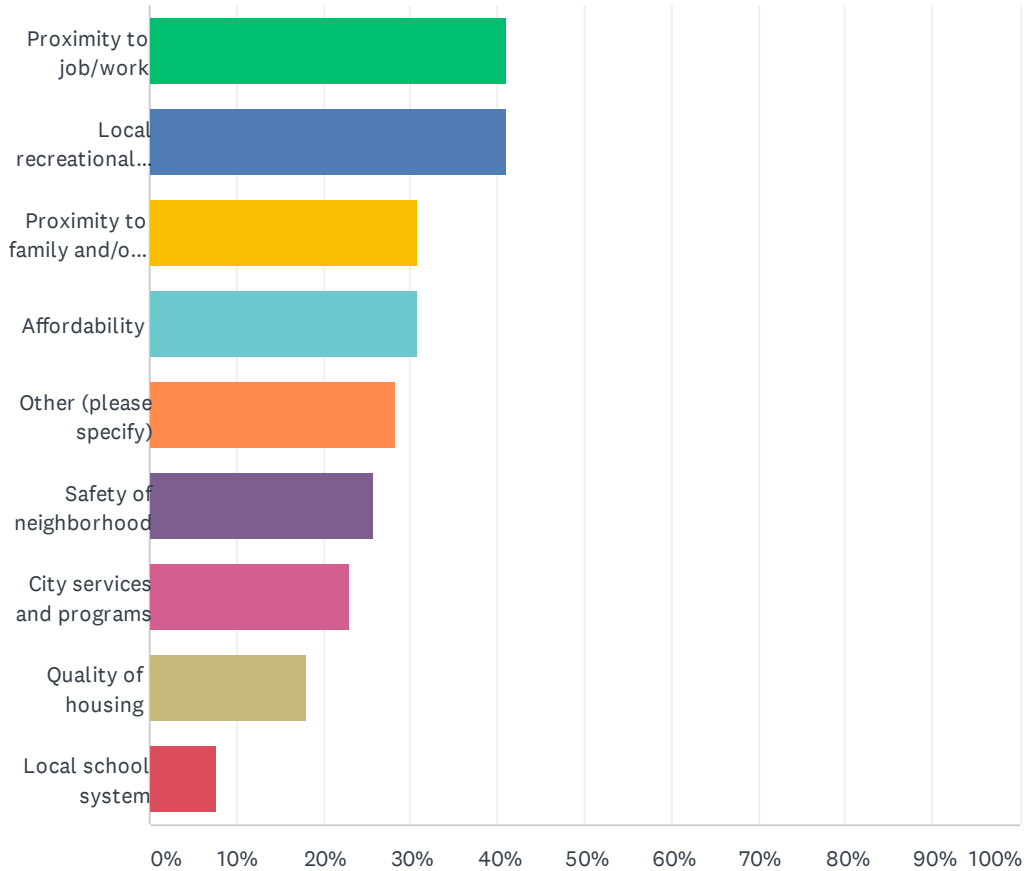
Answered: 39 Skipped: 7



ANSWER CHOICES	RESPONSES	
0-2 Years	12.82%	5
2-5 Years	7.69%	3
5-10 Years	12.82%	5
10 + Years	66.67%	26
TOTAL		39

Q3 Why have you chosen to live in Lakeport? (Select all that apply)

Answered: 39 Skipped: 7



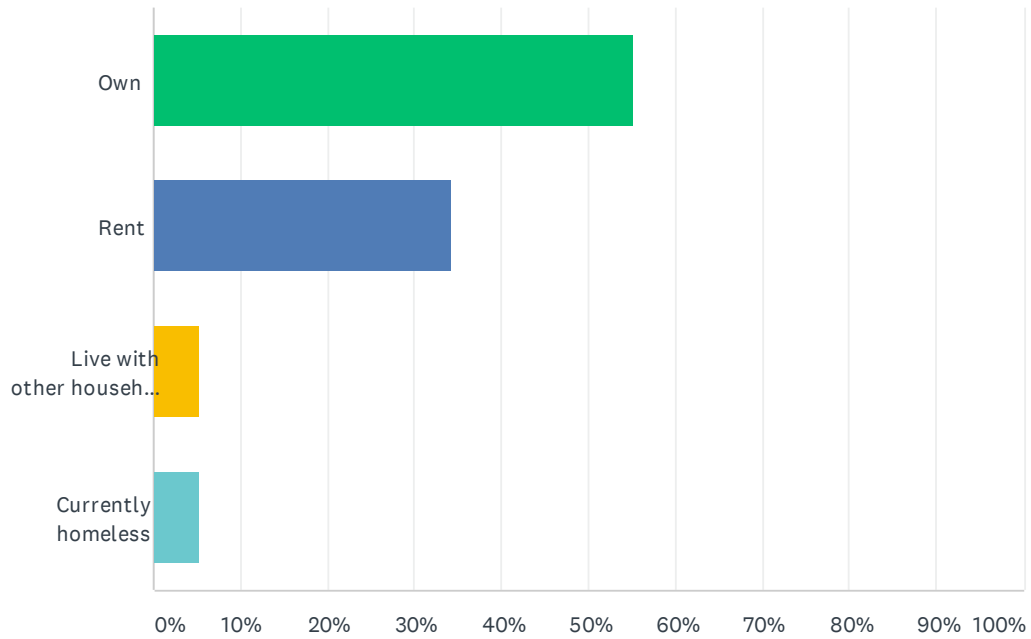
ANSWER CHOICES	RESPONSES	
Proximity to job/work	41.03%	16
Local recreational amenities and scenery	41.03%	16
Proximity to family and/or friends	30.77%	12
Affordability	30.77%	12
Other (please specify)	28.21%	11
Safety of neighborhood	25.64%	10
City services and programs	23.08%	9
Quality of housing	17.95%	7
Local school system	7.69%	3
Total Respondents: 39		

Lakeport Housing Element Update Survey

#	OTHER (PLEASE SPECIFY)	DATE
1	Most handi- accessible town in county	6/5/2020 1:02 PM
2	Grew up here	5/28/2020 11:35 AM
3	Family	5/26/2020 12:31 PM
4	Inherited house	5/26/2020 12:17 PM
5	Closer to stores/restaurants	5/26/2020 9:49 AM
6	Grew up here	5/19/2020 11:35 PM
7	I choose it. I grew up here and returned after college	5/19/2020 8:11 PM
8	Best Police Department	5/19/2020 11:46 AM
9	Childhood home	5/19/2020 11:18 AM
10	Great place for retirement in the future	3/30/2020 5:12 PM
11	like small town environment	3/22/2020 11:56 AM

Q4 Do you currently own or rent your home?

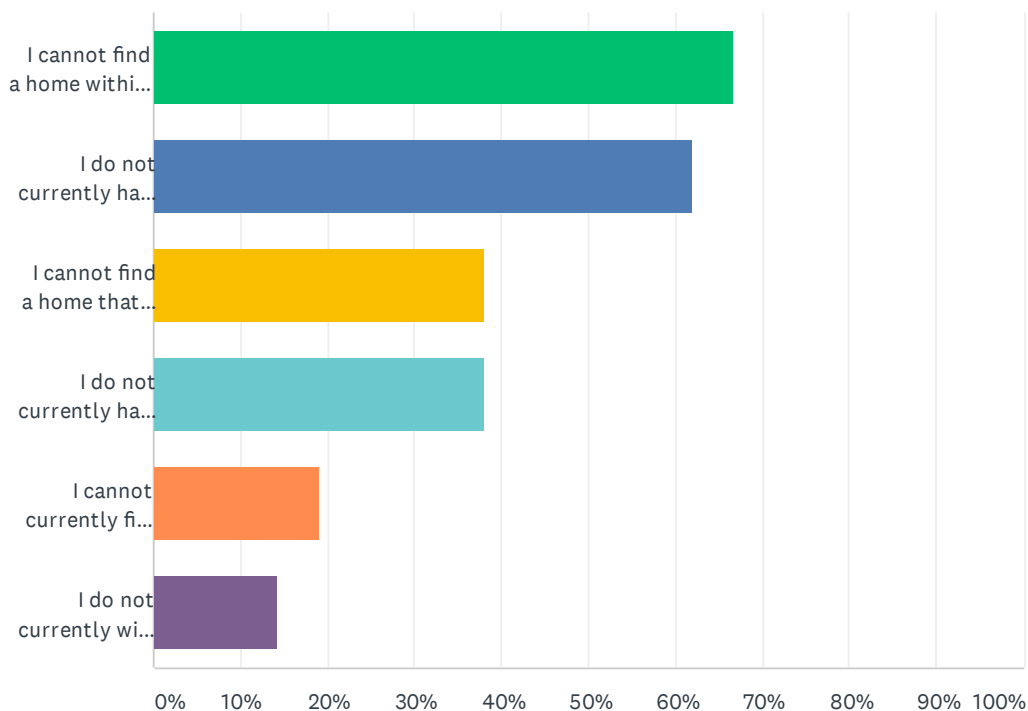
Answered: 38 Skipped: 8



ANSWER CHOICES	RESPONSES	
Own	55.26%	21
Rent	34.21%	13
Live with other household (Neither own nor rent)	5.26%	2
Currently homeless	5.26%	2
TOTAL		38

Q5 If you wish to own a home in Lakeport but do not currently own one, what issues are preventing you from owning a home at this time? (Choose all that apply)

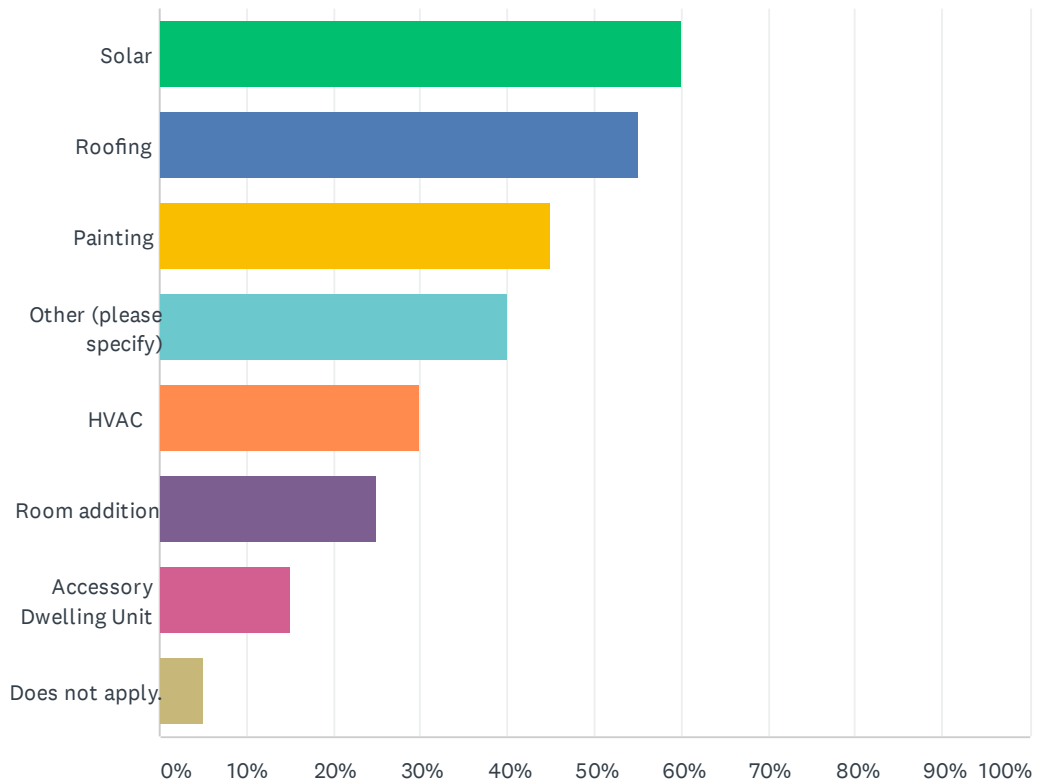
Answered: 21 Skipped: 25



ANSWER CHOICES	RESPONSES	
I cannot find a home within my target price range in Lakeport	66.67%	14
I do not currently have the financial resources for an adequate down payment	61.90%	13
I cannot find a home that suits my living needs in Lakeport (housing size, disability accommodations)	38.10%	8
I do not currently have the financial resources for the monthly mortgage payment	38.10%	8
I cannot currently find a home that suits my quality standards in Lakeport	19.05%	4
I do not currently wish to own a home in Lakeport	14.29%	3
Total Respondents: 21		

Q6 Which of the following housing upgrades or expansions have you considered making on your home?

Answered: 20 Skipped: 26



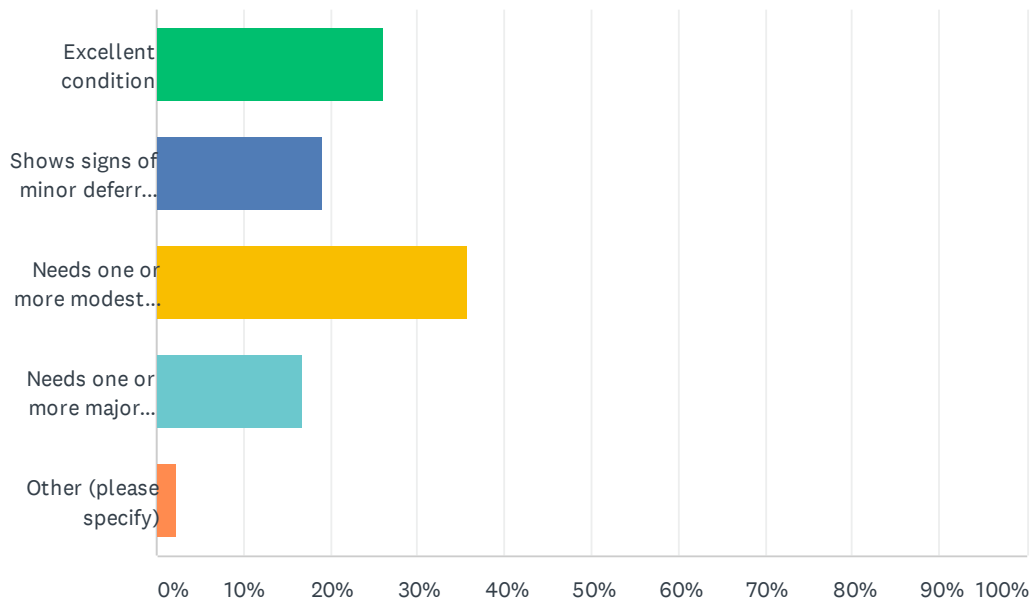
ANSWER CHOICES	RESPONSES	
Solar	60.00%	12
Roofing	55.00%	11
Painting	45.00%	9
Other (please specify)	40.00%	8
HVAC	30.00%	6
Room addition	25.00%	5
Accessory Dwelling Unit	15.00%	3
Does not apply.	5.00%	1
Total Respondents: 20		

Lakeport Housing Element Update Survey

#	OTHER (PLEASE SPECIFY)	DATE
1	Window upgrade	5/22/2020 8:10 PM
2	Remodel	5/19/2020 11:39 AM
3	Landscaping	5/19/2020 10:25 AM
4	siding	5/19/2020 10:18 AM
5	remodel with new garage and expansion	4/1/2020 1:25 PM
6	landscaping/interior renovations	3/30/2020 5:12 PM
7	bathroom remodel	3/24/2020 12:25 PM
8	Have all been done in our 20 years in the house including kitchen reno, carpeting, new windows	3/21/2020 1:48 PM

Q7 How would you rate the physical condition of the unit you live in?

Answered: 42 Skipped: 4

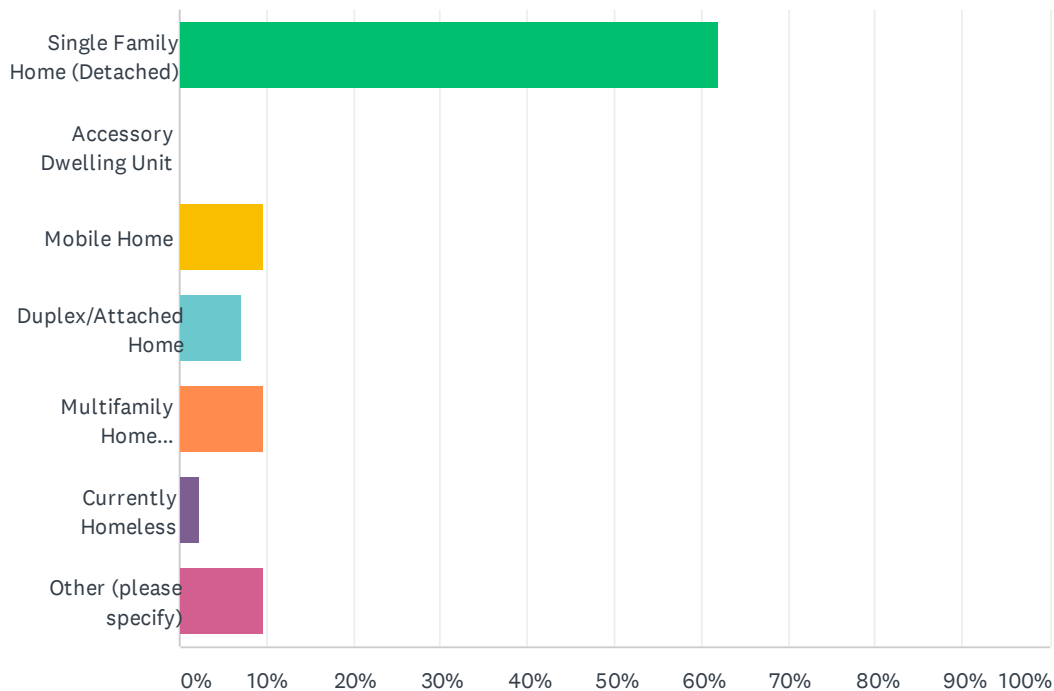


ANSWER CHOICES	RESPONSES	
Excellent condition	26.19%	11
Shows signs of minor deferred maintenance (i.e., peeling paint, chipped stucco, etc.)	19.05%	8
Needs one or more modest rehabilitation improvements (i.e., new roof, new wood siding, etc.)	35.71%	15
Needs one or more major upgrades (i.e., new foundation, new plumbing, new electrical, etc.)	16.67%	7
Other (please specify)	2.38%	1
TOTAL		42

#	OTHER (PLEASE SPECIFY)	DATE
1	Homeless	5/25/2020 8:32 AM

Q8 Select the type of housing that best describes your current home:

Answered: 42 Skipped: 4

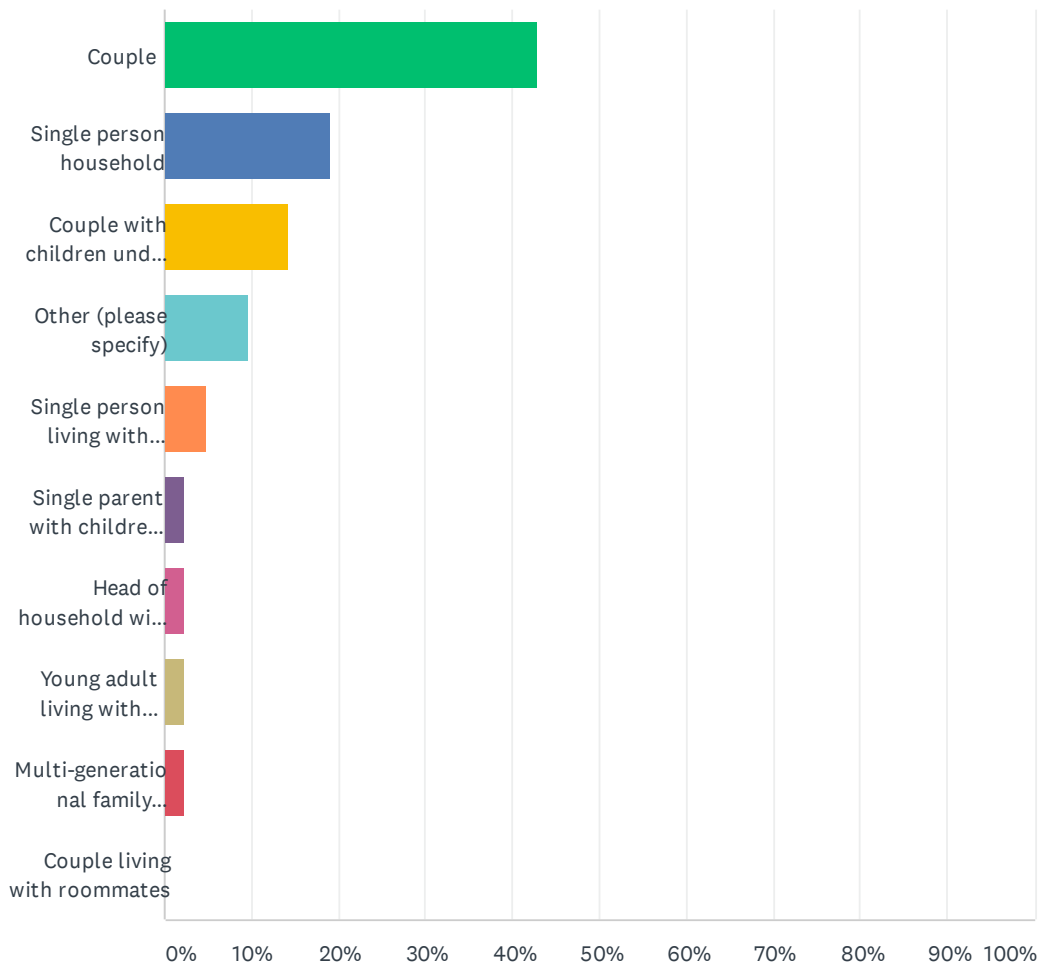


ANSWER CHOICES	RESPONSES	
Single Family Home (Detached)	61.90%	26
Accessory Dwelling Unit	0.00%	0
Mobile Home	9.52%	4
Duplex/Attached Home	7.14%	3
Multifamily Home (Apartment/Condominium)	9.52%	4
Currently Homeless	2.38%	1
Other (please specify)	9.52%	4
TOTAL		42

#	OTHER (PLEASE SPECIFY)	DATE
1	Long term resident Hotel	5/29/2020 8:07 AM
2	Studio apartment	5/20/2020 9:50 PM
3	Townhome	5/19/2020 10:28 AM
4	Hotel	5/19/2020 10:12 AM

Q9 Which of the following best describes your household type?

Answered: 42 Skipped: 4



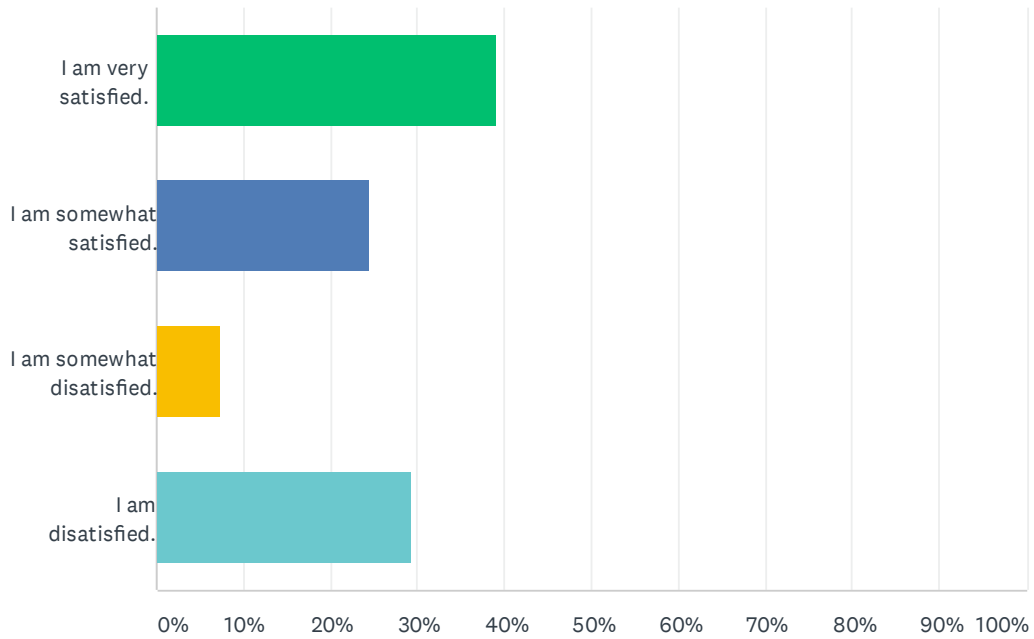
ANSWER CHOICES	RESPONSES	
Couple	42.86%	18
Single person household	19.05%	8
Couple with children under 18	14.29%	6
Other (please specify)	9.52%	4
Single person living with roommates	4.76%	2
Single parent with children under 18	2.38%	1
Head of household with children under 18	2.38%	1
Young adult living with parents	2.38%	1
Multi-generational family household (Grandparents, Children, and Grandchildren all under the same roof)	2.38%	1
Couple living with roommates	0.00%	0
TOTAL		42

Lakeport Housing Element Update Survey

#	OTHER (PLEASE SPECIFY)	DATE
1	Homeless	5/25/2020 8:32 AM
2	single parent w/ kids under 18 AND multi generational family household	4/7/2020 2:07 PM
3	parents with adult child	4/1/2020 1:35 PM
4	Young adult living with one parent	3/31/2020 8:08 AM

Q10 How satisfied are you with your current housing situation?

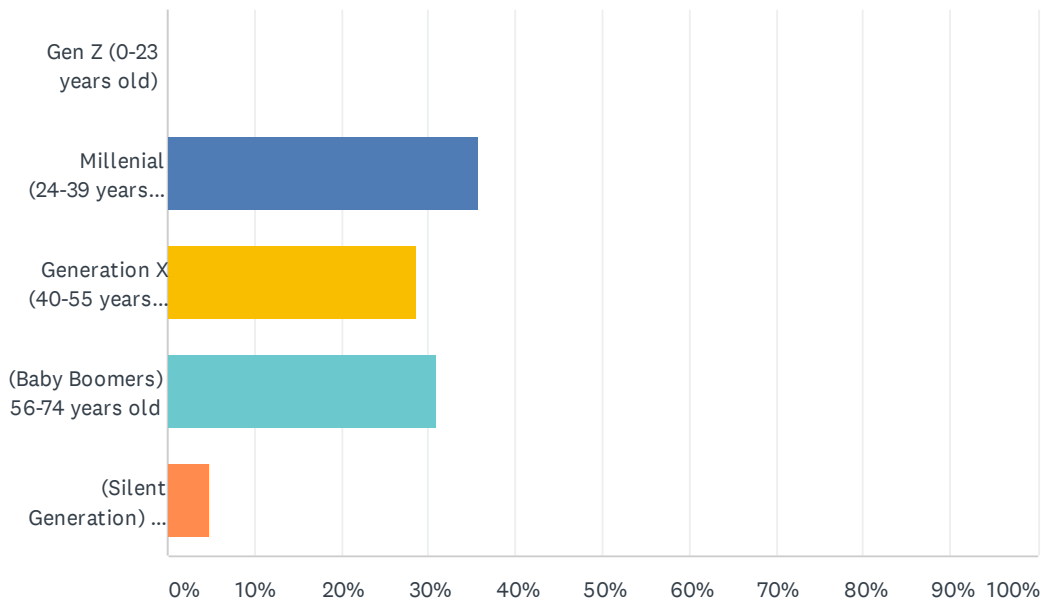
Answered: 41 Skipped: 5



ANSWER CHOICES	RESPONSES	
I am very satisfied.	39.02%	16
I am somewhat satisfied.	24.39%	10
I am somewhat dissatisfied.	7.32%	3
I am dissatisfied.	29.27%	12
TOTAL		41

Q11 What age range most accurately describes you?

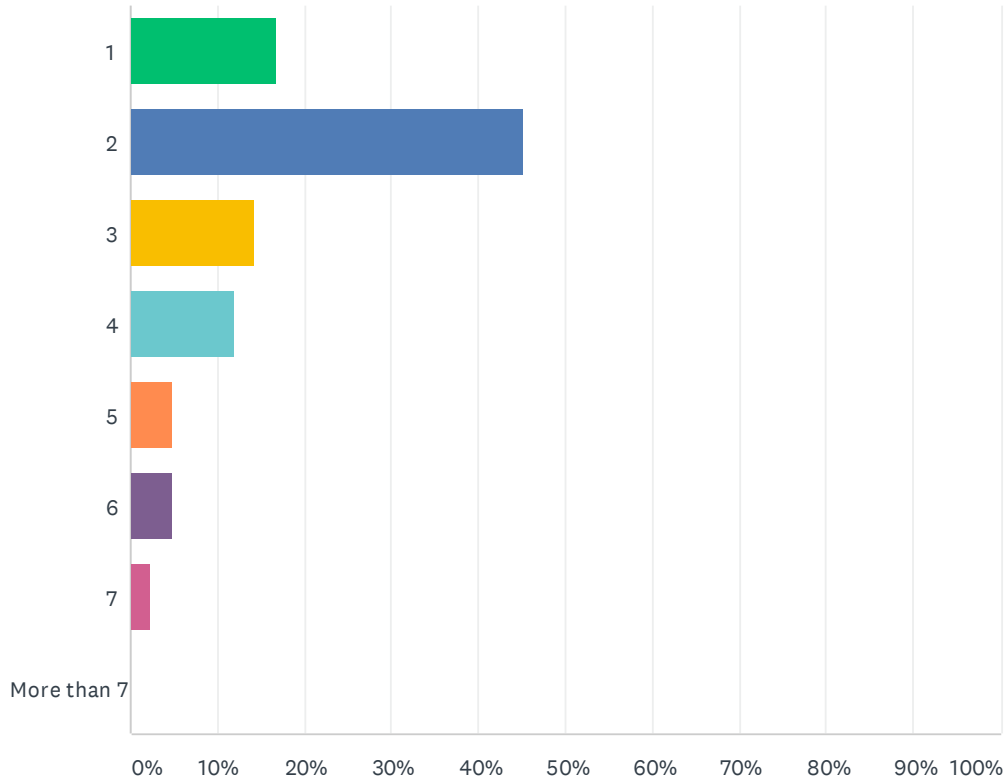
Answered: 42 Skipped: 4



ANSWER CHOICES	RESPONSES	
Gen Z (0-23 years old)	0.00%	0
Millennial (24-39 years old)	35.71%	15
Generation X (40-55 years old)	28.57%	12
(Baby Boomers) 56-74 years old	30.95%	13
(Silent Generation) 75 + years old	4.76%	2
TOTAL		42

Q12 How many people live in your household

Answered: 42 Skipped: 4

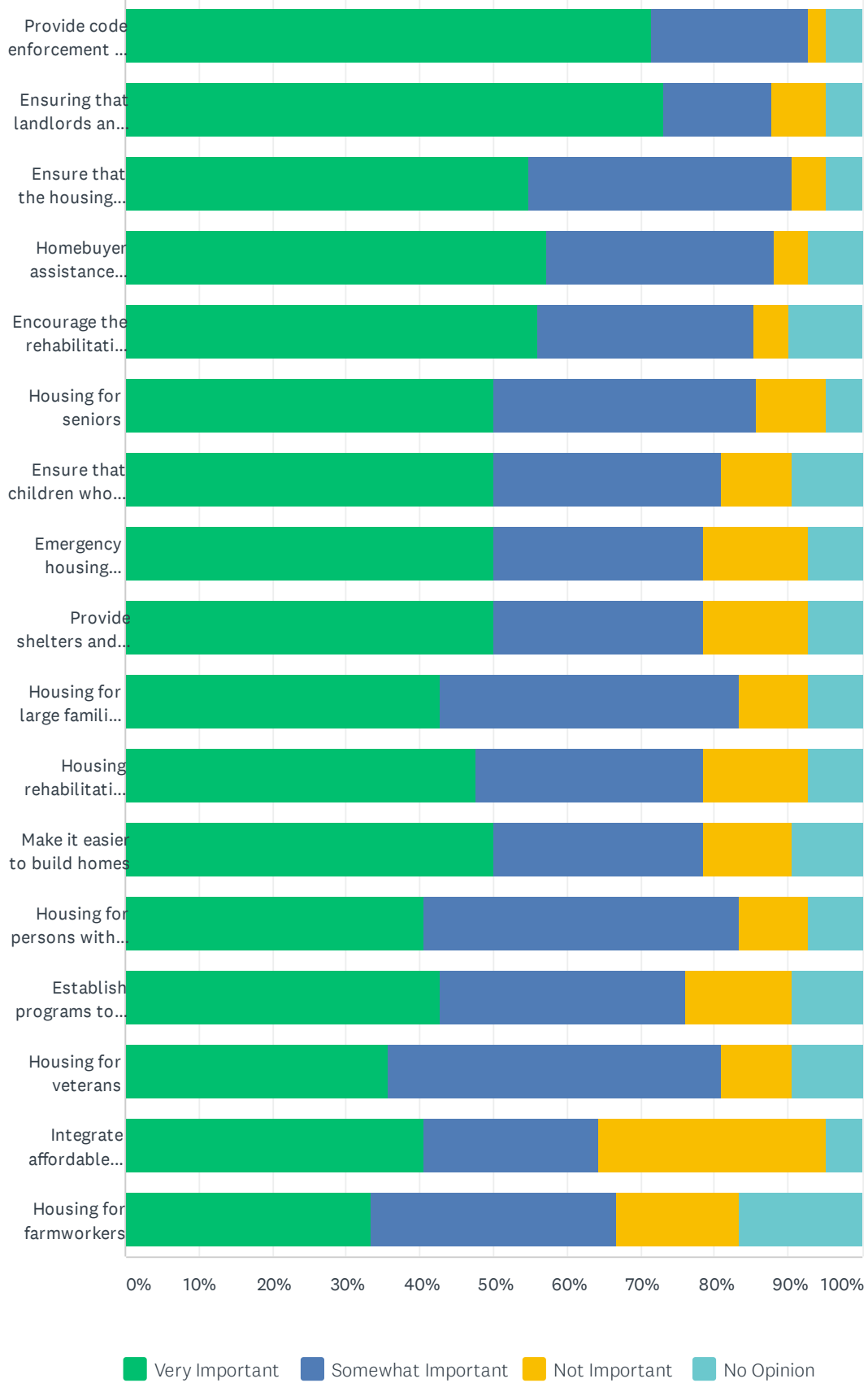


ANSWER CHOICES	RESPONSES	
1	16.67%	7
2	45.24%	19
3	14.29%	6
4	11.90%	5
5	4.76%	2
6	4.76%	2
7	2.38%	1
More than 7	0.00%	0
TOTAL		42

Q13 Rank the priority of the following issues for Lakeport

Answered: 42 Skipped: 4

Lakeport Housing Element Update Survey

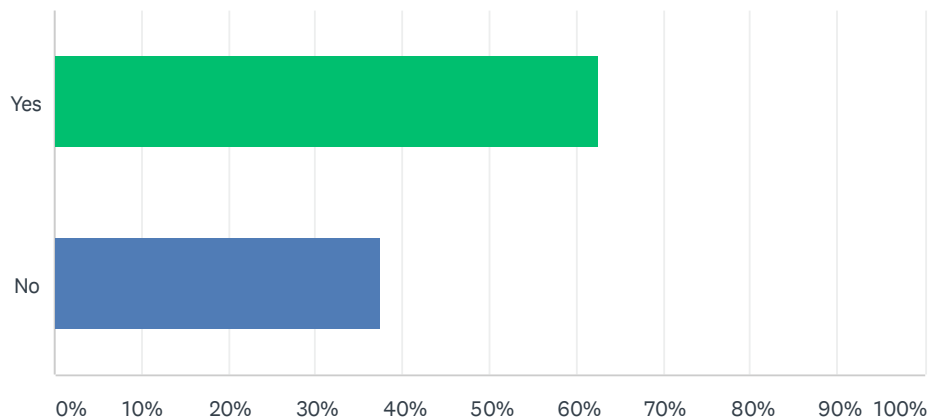


Lakeport Housing Element Update Survey

	VERY IMPORTANT	SOMEWHAT IMPORTANT	NOT IMPORTANT	NO OPINION	TOTAL	WEIGHTED AVERAGE
Provide code enforcement and programs to help maintain and uplift neighborhoods that have areas of blight, disrepair, or have suffered from the economy	71.43% 30	21.43% 9	2.38% 1	4.76% 2	42	1.40
Ensuring that landlords and developers follow fair housing practices when renting or selling homes	73.17% 30	14.63% 6	7.32% 3	4.88% 2	41	1.44
Ensure that the housing market in Lakeport provides a diverse range of housing types, including single-family homes, townhomes, apartments, and condominiums to meet the varied needs of local residents	54.76% 23	35.71% 15	4.76% 2	4.76% 2	42	1.60
Homebuyer assistance programs, such as a first-time homebuyer loan or grant program	57.14% 24	30.95% 13	4.76% 2	7.14% 3	42	1.62
Encourage the rehabilitation of existing housing stock in older neighborhoods	56.10% 23	29.27% 12	4.88% 2	9.76% 4	41	1.68
Housing for seniors	50.00% 21	35.71% 15	9.52% 4	4.76% 2	42	1.69
Ensure that children who grow up in Lakeport can afford to live in Lakeport	50.00% 21	30.95% 13	9.52% 4	9.52% 4	42	1.79
Emergency housing assistance (assistance with utility bills and/or loan payment)	50.00% 21	28.57% 12	14.29% 6	7.14% 3	42	1.79
Provide shelters and transitional housing for the homeless, along with services to help move people into permanent housing	50.00% 21	28.57% 12	14.29% 6	7.14% 3	42	1.79
Housing for large families, veterans, and/or persons with disabilities.	42.86% 18	40.48% 17	9.52% 4	7.14% 3	42	1.81
Housing rehabilitation or repair loan program	47.62% 20	30.95% 13	14.29% 6	7.14% 3	42	1.81
Make it easier to build homes	50.00% 21	28.57% 12	11.90% 5	9.52% 4	42	1.81
Housing for persons with disabilities	40.48% 17	42.86% 18	9.52% 4	7.14% 3	42	1.83
Establish programs to help at-risk homeowners keep their homes, including mortgage loan programs	42.86% 18	33.33% 14	14.29% 6	9.52% 4	42	1.90
Housing for veterans	35.71% 15	45.24% 19	9.52% 4	9.52% 4	42	1.93
Integrate affordable housing throughout the community to create mixed-income neighborhoods	40.48% 17	23.81% 10	30.95% 13	4.76% 2	42	2.00
Housing for farmworkers	33.33% 14	33.33% 14	16.67% 7	16.67% 7	42	2.17

Q14 Do you feel that the different housing types in Lakeport currently meet your housing needs?

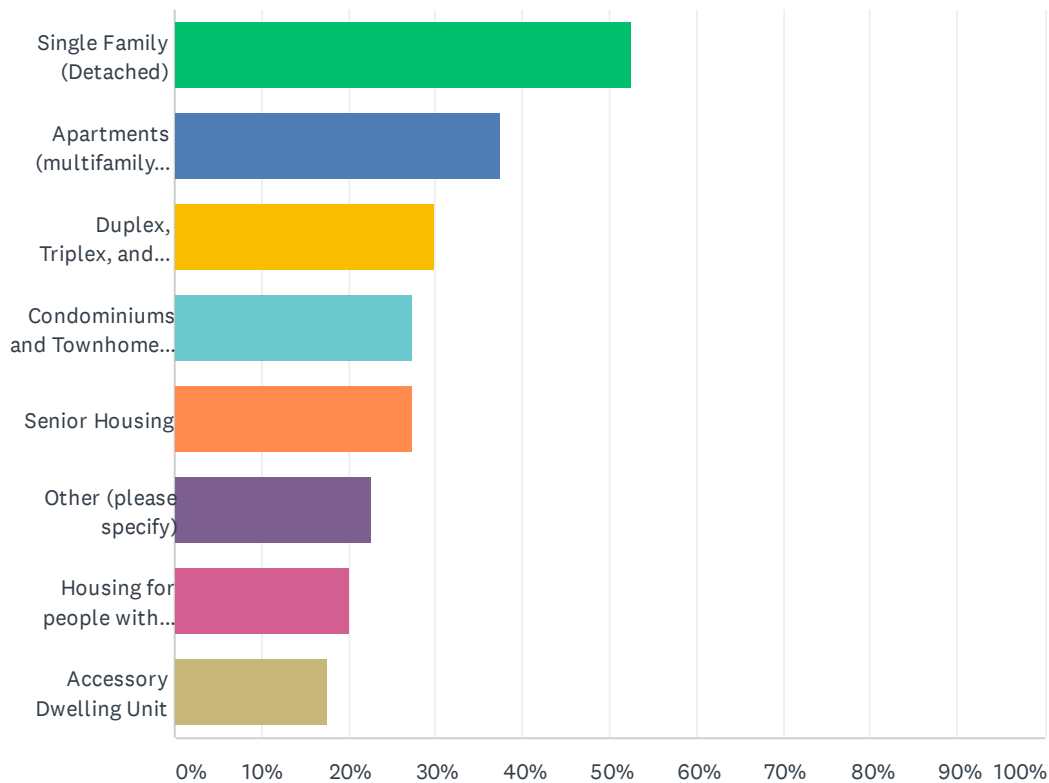
Answered: 40 Skipped: 6



ANSWER CHOICES	RESPONSES	
Yes	62.50%	25
No	37.50%	15
TOTAL		40

Q15 What types of housing are most needed in the City of Lakeport?

Answered: 40 Skipped: 6



ANSWER CHOICES	RESPONSES	
Single Family (Detached)	52.50%	21
Apartments (multifamily rental homes)	37.50%	15
Duplex, Triplex, and Foupriplex Units	30.00%	12
Condominiums and Townhomes (multifamily ownership homes)	27.50%	11
Senior Housing	27.50%	11
Other (please specify)	22.50%	9
Housing for people with disabilities (Please specify in comment field below)	20.00%	8
Accessory Dwelling Unit	17.50%	7
Total Respondents: 40		

Lakeport Housing Element Update Survey

#	OTHER (PLEASE SPECIFY)	DATE
1	Affordable housing for families that have special needs children	6/5/2020 1:10 PM
2	Mobility impaired wheelchair accessible for lower income SSI recipients	5/26/2020 10:42 AM
3	Apartments	5/19/2020 10:36 AM
4	change laws/restrictions concerning ADU's and tiny houses	4/7/2020 2:07 PM
5	I don't know what is needed and how would I as a layperson know?	4/1/2020 1:35 PM
6	More insulation like apartments in states with snowy winters have. For insulation against weather and noise. Those with migraine who experience sound sensitivity are not considered disabled. Low income apartments are very low quality built and have walls so thin that the noise from neighbors, both normal and loud, exacerbates the condition and keeps one awake at night.	3/31/2020 8:08 AM
7	I've not lived here long enough to know and do not want my lack of knowledge add to the challenges you are mitigating.	3/30/2020 5:18 PM
8	Low Income Housing	3/25/2020 9:09 AM
9	homeless shelter	3/24/2020 12:34 PM

Q16 Are there any comments or concerns you would like to share with the City of Lakeport relevant to the upcoming Housing Element Update?

Answered: 22 Skipped: 24

Lakeport Housing Element Update Survey

#	RESPONSES	DATE
1	I have tried for 14 years to get into a home and have heard many promises of getting help but have yet to receive any.	6/5/2020 1:10 PM
2	My wife and I tried for years to get housing in Lakeport- dozens of renters wouldn't even check our credit score once they realized we were a couple. We looked into buying and decided that leaving the area is preferable than buying something so run down as what we were seeing. We will be leaving Lakeport July 1st for Ukiah. The first apartment complex we applied to accepted us.	5/29/2020 8:07 AM
3	We need affordable housing, but we also need help finding ways to help low wage workers the opportunity to buy a home. We also need more support for people of color to have access to these programs	5/28/2020 11:39 AM
4	None	5/26/2020 12:34 PM
5	Lower cost apartments even small ones like studios that disabled who make less then \$950 a month can afford	5/26/2020 10:42 AM
6	Would like to see mixed use/public transportation-friendly housing, smaller homes (less than 750sf), co-housing.	5/26/2020 9:54 AM
7	Fix our roads, yes, this does impact housing. My car gets beat up every time I go home	5/24/2020 10:49 AM
8	We need a program to help with paying rent	5/21/2020 3:31 PM
9	We desperately need a big chain store to replace Kmart.	5/20/2020 6:50 PM
10	Get rid of the druggies and homeless druggies. Release criminals into other counties.	5/20/2020 10:20 AM
11	Concerns about affordable housing. In order to afford housing even in Lakeport one has to live paycheck to paycheck. Also concerned about the process of making formal complaints about neighbors who continuously violate noise laws, etc.	5/19/2020 11:39 PM
12	In the city of lakeport it's quite hard for going couples with no children or not considered at workers to find housing/buy a home. There is really close to 0 opportunities for them. Thank you for listening to my opinion	5/19/2020 11:25 AM
13	We need affordable housing apartments that are ada complainant and affordable for those with incomes under 1,000 a month	5/19/2020 10:36 AM
14	No	5/19/2020 10:28 AM
15	There are not any high-quality apartment buildings in lakeport. Also, many homes/areas of lakeport are more run down than I'd like. It was difficult to find a nice home in a nice area	5/19/2020 9:48 AM
16	need to adjust project timeline due to covid19	4/1/2020 1:35 PM
17	Do residents who do not pay a city bill receive the flyer to inform of the upcoming Housing Element Update?	3/31/2020 8:08 AM
18	Overall I'm concerned that the city makes sure to support local small business as well as property owners and renters. This year is going to be tough on everyone and making sure that people get help, remain employed, is instrumental in how the city navigates this difficult time.	3/30/2020 5:18 PM
19	We need a full time homeless shelter.	3/25/2020 9:09 AM
20	More walkability: more sidewalks and repair of existing roads and sidewalks	3/24/2020 12:34 PM
21	Good luck	3/22/2020 11:25 AM
22	Exercise caution in choosing developers	3/21/2020 1:57 PM

Pages 24 through 26 are removed to protect the privacy of the respondents.

Lakeport Housing Element Stakeholders Survey

Q1 Contact Information. Please provide your name, organization you are affiliated with, and contact information.

Answered: 9 Skipped: 0

ANSWER CHOICES	RESPONSES	
Name	100.00%	9
Organization	100.00%	9
Address	100.00%	9
Address 2	0.00%	0
City	100.00%	9
State	100.00%	9
ZIP Code	100.00%	9
Country	0.00%	0
Email Address	100.00%	9
Phone Number	100.00%	9

#	NAME	DATE
1	Veronica Kontilis	6/4/2020 8:47 AM
2	Ruth Suski	5/26/2020 8:23 PM
3	Kim Hansen	5/26/2020 10:23 AM
4	Emmanuel Yennyemb	5/18/2020 10:48 AM
5	Daniel McIntire	5/18/2020 9:20 AM
6	Dolores Cose	5/14/2020 10:15 PM
7	Ashley Barrett	5/14/2020 7:21 PM
8	Dana Lewis	5/14/2020 1:24 PM
9	Teresa Wold	5/14/2020 1:05 PM

#	ORGANIZATION	DATE
1	Legal Services of Northern California	6/4/2020 8:47 AM
2	Lakeport ChristianCenter	5/26/2020 8:23 PM
3	Lake County Association of Realtors	5/26/2020 10:23 AM
4	Lake County Tribal Health Consortium Inc	5/18/2020 10:48 AM
5	Rural Communities Housing Development Corporation	5/18/2020 9:20 AM
6	People Services, Inc	5/14/2020 10:15 PM
7	People services kis-lakporr	5/14/2020 7:21 PM
8	People Services, Inc.	5/14/2020 1:24 PM
9	Department of Social Services Housing Commission	5/14/2020 1:05 PM

#	ADDRESS	DATE
1	421 N. Oak Street	6/4/2020 8:47 AM
2	455 S Forbes Street	5/26/2020 8:23 PM
3	2559 Lakeshore Blvd, Suite 1	5/26/2020 10:23 AM
4	925 Bevins court	5/18/2020 10:48 AM
5	499 Leslie Street	5/18/2020 9:20 AM
6	4195 Lakeshore blvd	5/14/2020 10:15 PM
7	870 11th st	5/14/2020 7:21 PM
8	4195 Lakeshore Blvd.	5/14/2020 1:24 PM
9	16170 Main Street Suite F	5/14/2020 1:05 PM

#	ADDRESS 2	DATE
	There are no responses.	

Lakeport Housing Element Stakeholders Survey

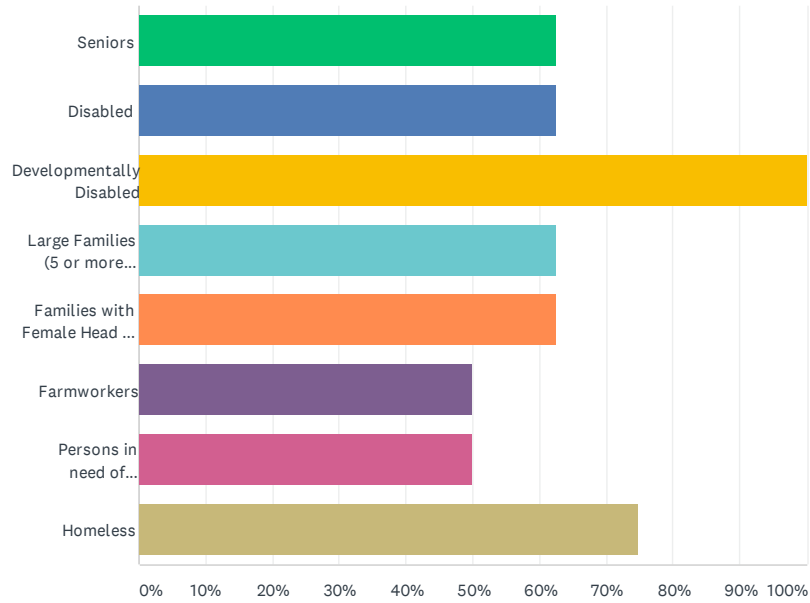
#	CITY	DATE
1	Ukiah	6/4/2020 8:47 AM
2	Lakeport	5/26/2020 8:23 PM
3	Lakeport	5/26/2020 10:23 AM
4	Lakeport	5/18/2020 10:48 AM
5	Ukiah	5/18/2020 9:20 AM
6	Lakeport	5/14/2020 10:15 PM
7	Lakeport	5/14/2020 7:21 PM
8	Lakeport	5/14/2020 1:24 PM
9	Lower Lake	5/14/2020 1:05 PM
#	STATE	DATE
1	CA	6/4/2020 8:47 AM
2	CA	5/26/2020 8:23 PM
3	CA	5/26/2020 10:23 AM
4	California	5/18/2020 10:48 AM
5	CA	5/18/2020 9:20 AM
6	Ca	5/14/2020 10:15 PM
7	Ca	5/14/2020 7:21 PM
8	CA	5/14/2020 1:24 PM
9	CA	5/14/2020 1:05 PM
#	ZIP CODE	DATE
1	95482	6/4/2020 8:47 AM
2	95453	5/26/2020 8:23 PM
3	95453	5/26/2020 10:23 AM
4	95453	5/18/2020 10:48 AM
5	95482	5/18/2020 9:20 AM
6	95453	5/14/2020 10:15 PM
7	95452	5/14/2020 7:21 PM
8	95453	5/14/2020 1:24 PM
9	95457	5/14/2020 1:05 PM
#	COUNTRY	DATE
	There are no responses.	
#	EMAIL ADDRESS	DATE
1	vkontilis@lsnc.net	6/4/2020 8:47 AM
2	lccoffice@lcchub.com	5/26/2020 8:23 PM
3	kimh@lcaor.com	5/26/2020 10:23 AM
4	emmanuel@lcthc.org	5/18/2020 10:48 AM
5	dmcintire@rchdc.org	5/18/2020 9:20 AM
6	dcose41@hotmail.com	5/14/2020 10:15 PM
7	ashleybarrett17@yahoo.com	5/14/2020 7:21 PM
8	l_dana@rocketmail.com	5/14/2020 1:24 PM
9	teresa.wold@lakecountyca.gov	5/14/2020 1:05 PM

Lakeport Housing Element Stakeholders Survey

#	PHONE NUMBER	DATE
1	707-513-1022	6/4/2020 8:47 AM
2	7072634514	5/26/2020 8:23 PM
3	707-263-9300	5/26/2020 10:23 AM
4	707-263-8382	5/18/2020 10:48 AM
5	707-463-1975 x138	5/18/2020 9:20 AM
6	7073509115	5/14/2020 10:15 PM
7	707-263-7715	5/14/2020 7:21 PM
8	7072633810	5/14/2020 1:24 PM
9	707-995-3741	5/14/2020 1:05 PM

Q2 Service Population. Which community population(s) does your organization serve? Please note that the populations identified below are based on populations identified as having special housing needs in State Housing Element Law.

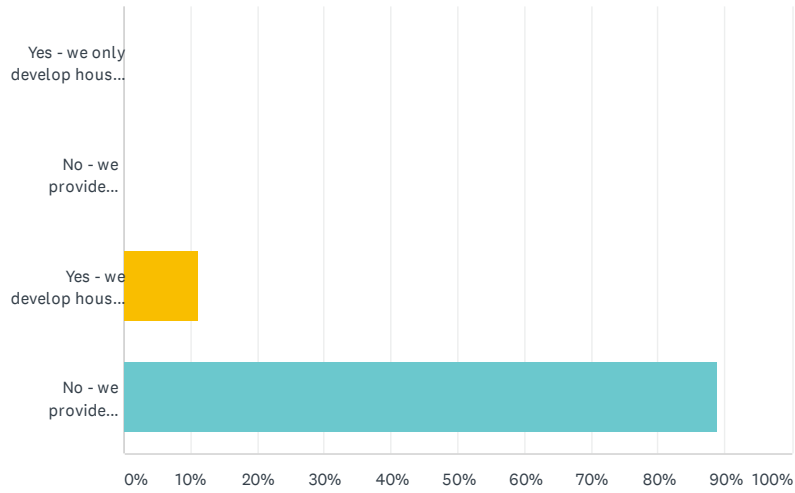
Answered: 8 Skipped: 1



ANSWER CHOICES	RESPONSES	
Seniors	62.50%	5
Disabled	62.50%	5
Developmentally Disabled	100.00%	8
Large Families (5 or more persons)	62.50%	5
Families with Female Head of Household	62.50%	5
Farmworkers	50.00%	4
Persons in need of emergency shelter	50.00%	4
Homeless	75.00%	6
Total Respondents: 8		

Q3 Does your organization develop housing?

Answered: 9 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes - we only develop housing and do not provide additional supportive services	0.00%	0
No - we provide supportive services but do not develop housing	0.00%	0
Yes - we develop housing and provide supportive services to individuals and/or households	11.11%	1
No - we provide supportive services but do not develop housing	88.89%	8
TOTAL		9

Q4 What are typical costs of single family and multifamily development?

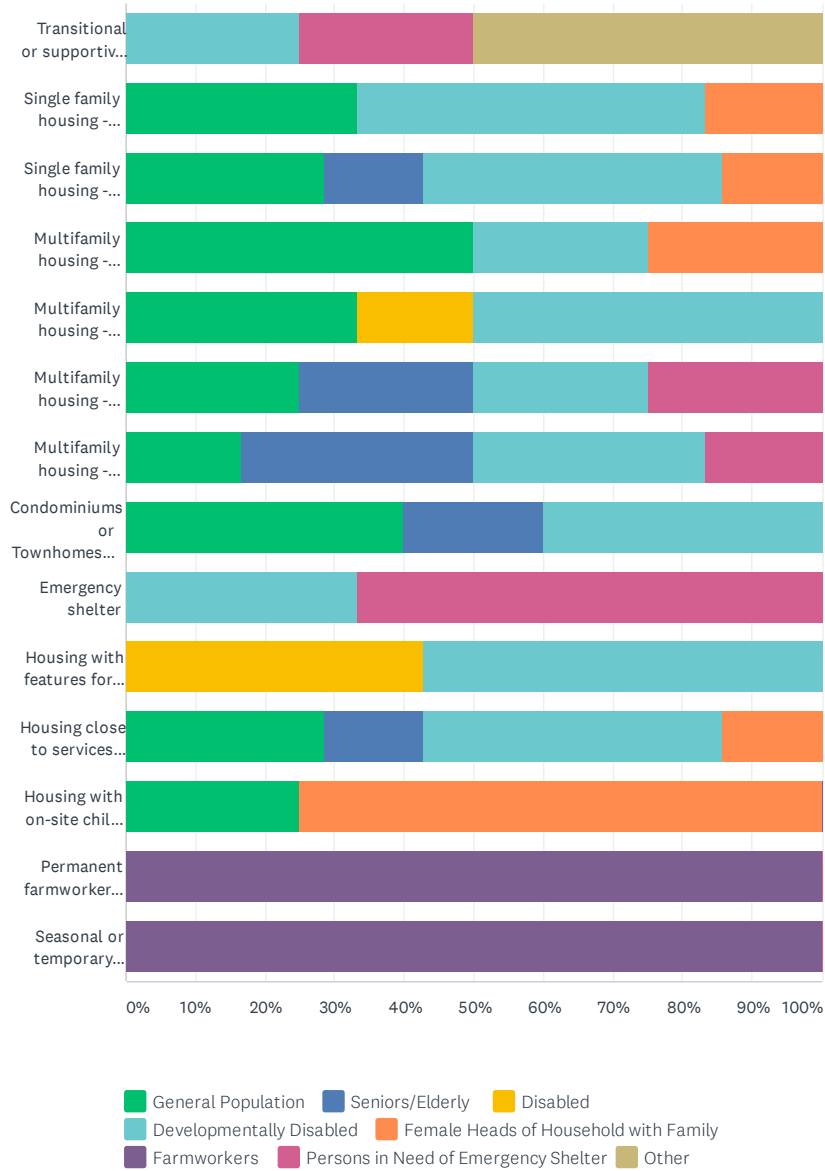
Answered: 0 Skipped: 9

ANSWER CHOICES	RESPONSES	
Land cost (per acre)	0.00%	0
Local fees and regional impact fees (per unit)	0.00%	0
Site improvements (grading, access, utilities, etc.) (per acre)	0.00%	0
Building Construction (per square foot)	0.00%	0
Other Costs	0.00%	0

#	LAND COST (PER ACRE)	DATE
	There are no responses.	
#	LOCAL FEES AND REGIONAL IMPACT FEES (PER UNIT)	DATE
	There are no responses.	
#	SITE IMPROVEMENTS (GRADING, ACCESS, UTILITIES, ETC.) (PER ACRE)	DATE
	There are no responses.	
#	BUILDING CONSTRUCTION (PER SQUARE FOOT)	DATE
	There are no responses.	
#	OTHER COSTS	DATE
	There are no responses.	

Q5 Housing Types. What are the primary housing types needed by the population your organization services? Please check all that apply.

Answered: 7 Skipped: 2



Lakeport Housing Element Stakeholders Survey

	GENERAL POPULATION	SENIORS/ELDERLY	DISABLED	DEVELOPMENTALLY DISABLED	FEMALE HEADS OF HOUSEHOLD WITH FAMILY	FARMWORKERS	PERSONS IN NEED OF EMERGENCY SHELTER
Transitional or supportive housing	0.00% 0	0.00% 0	0.00% 0	25.00% 1	0.00% 0	0.00% 0	25.00% 1
Single family housing - market rate	33.33% 2	0.00% 0	0.00% 0	50.00% 3	16.67% 1	0.00% 0	0.00% 0
Single family housing - affordable to extremely low, very low, and low income households	28.57% 2	14.29% 1	0.00% 0	42.86% 3	14.29% 1	0.00% 0	0.00% 0
Multifamily housing - market rate	50.00% 2	0.00% 0	0.00% 0	25.00% 1	25.00% 1	0.00% 0	0.00% 0
Multifamily housing - affordable to extremely low, very low, and low income households	33.33% 2	0.00% 0	16.67% 1	50.00% 3	0.00% 0	0.00% 0	0.00% 0
Multifamily housing - senior market rate	25.00% 1	25.00% 1	0.00% 0	25.00% 1	0.00% 0	0.00% 0	25.00% 1
Multifamily housing - senior, affordable to extremely low, very low, and low income households	16.67% 1	33.33% 2	0.00% 0	33.33% 2	0.00% 0	0.00% 0	16.67% 1
Condominiums or Townhomes (individually-owned units with common landscaping, parking, and community amenities)	40.00% 2	20.00% 1	0.00% 0	40.00% 2	0.00% 0	0.00% 0	0.00% 0
Emergency shelter	0.00% 0	0.00% 0	0.00% 0	33.33% 2	0.00% 0	0.00% 0	66.67% 4
Housing with features for a disabled person (ramp, grab bars, low counters and cabinets, assistive devices for hearing- or visually-impaired persons)	0.00% 0	0.00% 0	42.86% 3	57.14% 4	0.00% 0	0.00% 0	0.00% 0
Housing close to services (grocery stores, financial, personal, and social services, etc.)	28.57% 2	14.29% 1	0.00% 0	42.86% 3	14.29% 1	0.00% 0	0.00% 0
Housing with on-site child daycare	25.00% 1	0.00% 0	0.00% 0	0.00% 0	75.00% 3	0.00% 0	0.00% 0
Permanent	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%

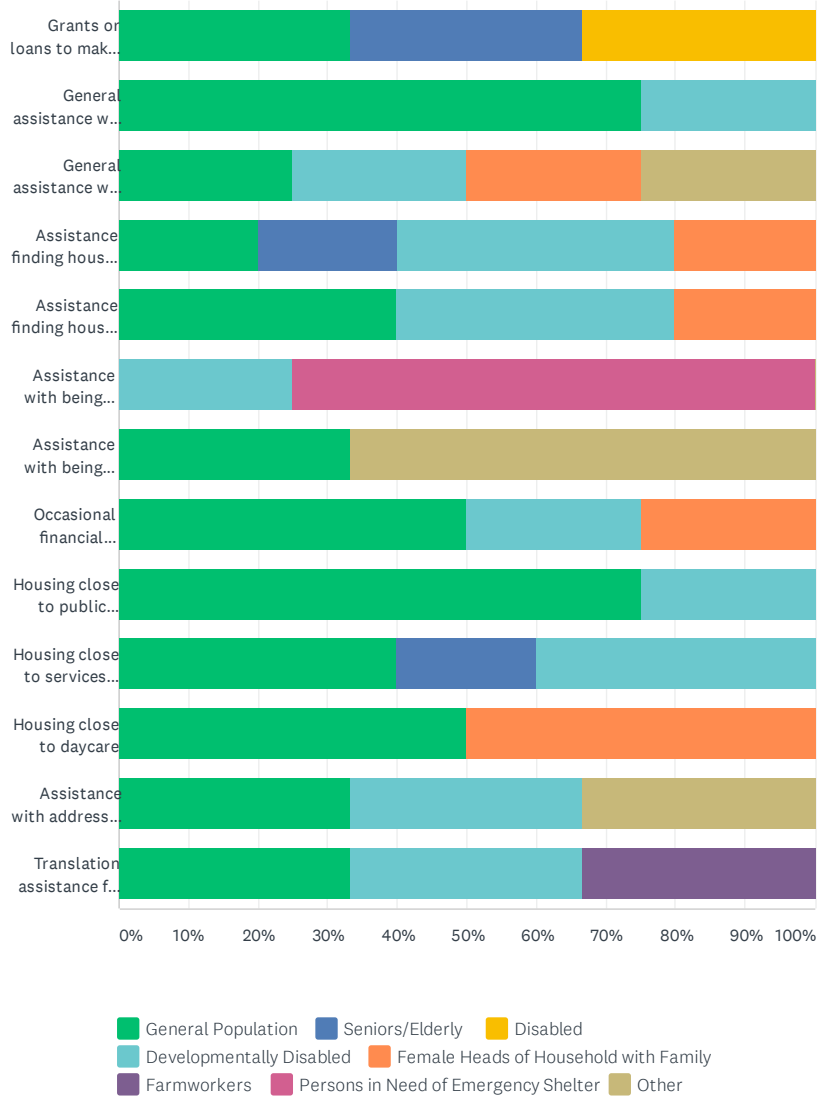
Lakeport Housing Element Stakeholders Survey

farmworker housing	0	0	0	0	0	4	0
Seasonal or temporary farmworker housing	0.00% 0	0.00% 0	0.00% 0	0.00% 0	0.00% 0	100.00% 3	0.00% 0

#	OTHER (PLEASE SPECIFY)	DATE
1	*Question is not permitting me to check more than one option per row so I will be sending my response separately by email	6/4/2020 9:22 AM

Q6 Housing Needs and Services. What are the primary housing needs of the population(s) that your organization serves? Please check all that apply.

Answered: 5 Skipped: 4



Lakeport Housing Element Stakeholders Survey

	GENERAL POPULATION	SENIORS/ELDERLY	DISABLED	DEVELOPMENTALLY DISABLED	FEMALE HEADS OF HOUSEHOLD WITH FAMILY	FARMWORKERS	PERSONS IN NEED OF EMERGENCY SHELTER
Grants or loans to make modifications to make a home accessible to a disabled resident	33.33% 1	33.33% 1	33.33% 1	0.00% 0	0.00% 0	0.00% 0	0.00% 0
General assistance with renting a home	75.00% 3	0.00% 0	0.00% 0	25.00% 1	0.00% 0	0.00% 0	0.00% 0
General assistance with purchasing a home	25.00% 1	0.00% 0	0.00% 0	25.00% 1	25.00% 1	0.00% 0	0.00% 0
Assistance finding housing affordable to extremely low income (<30% of median income) households	20.00% 1	20.00% 1	0.00% 0	40.00% 2	20.00% 1	0.00% 0	0.00% 0
Assistance finding housing affordable to lower income (<30% of median income) households	40.00% 2	0.00% 0	0.00% 0	40.00% 2	20.00% 1	0.00% 0	0.00% 0
Assistance with being housed in an emergency shelter	0.00% 0	0.00% 0	0.00% 0	25.00% 1	0.00% 0	0.00% 0	75.00% 3
Assistance with being housed in transitional or supportive housing	33.33% 1	0.00% 0	0.00% 0	0.00% 0	0.00% 0	0.00% 0	0.00% 0
Occasional financial assistance to pay rent, mortgage, and/or utilities	50.00% 2	0.00% 0	0.00% 0	25.00% 1	25.00% 1	0.00% 0	0.00% 0
Housing close to public transportation	75.00% 3	0.00% 0	0.00% 0	25.00% 1	0.00% 0	0.00% 0	0.00% 0
Housing close to services (grocery stores, financial, personal, and social services, etc.)	40.00% 2	20.00% 1	0.00% 0	40.00% 2	0.00% 0	0.00% 0	0.00% 0
Housing close to daycare	50.00% 2	0.00% 0	0.00% 0	0.00% 0	50.00% 2	0.00% 0	0.00% 0
Assistance with addressing discrimination, legal rent or mortgage practices,	33.33% 1	0.00% 0	0.00% 0	33.33% 1	0.00% 0	0.00% 0	0.00% 0

Lakeport Housing Element Stakeholders Survey

tenant/landlord
mediation, or
other fair
housing issues

Translation assistance for non-english speaking persons	33.33% 1	0.00% 0	0.00% 0	33.33% 1	0.00% 0	33.33% 1	0.00% 0
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#	OTHER (PLEASE SPECIFY)	DATE
1	*Question is not permitting me to check more than one option per row so I will be sending my response separately by email	6/4/2020 9:22 AM

Q7 What are the primary barriers your organization and/or service population encounter related to finding or staying in housing?

Answered: 6 Skipped: 3

#	RESPONSES	DATE
1	For finding housing, the primary barriers are: lack of rental housing, generally; lack of affordable rental housing and long wait lists for subsidized housing complexes; housing affordability issues re: lack of sufficient income to pay for security deposit and first month's rent; low supply of affordable homes. For staying in housing, the primary barriers are: fixed incomes or low incomes v. rent increases and rising costs of living; living in substandard housing that a landlord refuses to repair.	6/4/2020 9:22 AM
2	No housing available	5/26/2020 8:28 PM
3	Identifying and locating the services for our patients	5/18/2020 10:57 AM
4	Shortage of low income housing .	5/14/2020 10:22 PM
5	Long waiting lists for financial assistance. Low inventory.	5/14/2020 2:34 PM
6	Lack of decent rental units and landlords willing to work with low income families.	5/14/2020 1:13 PM

Q8 What services or actions are needed to provide or improve housing or human services in the City?

Answered: 6 Skipped: 3

#	RESPONSES	DATE
1	Continue building affordable housing targeted to low, very low, and extremely low income households, especially the latter two. Creating a year-round homeless shelter.	6/4/2020 9:22 AM
2	More housing	5/26/2020 8:28 PM
3	Housing availability	5/18/2020 10:57 AM
4	Unknown	5/14/2020 10:22 PM
5	unknown	5/14/2020 2:34 PM
6	Do something about empty dwellings where squatters can be found. Hold property owners accountable and provide incentive to rent their units.	5/14/2020 1:13 PM

Q9 What services or actions are needed to improve access to regional services?

Answered: 5 Skipped: 4

#	RESPONSES	DATE
1	None that I can think of.	6/4/2020 9:22 AM
2	Bring the resources locally and make them accessible to residents	5/18/2020 10:57 AM
3	More public transportation	5/14/2020 10:22 PM
4	unknown	5/14/2020 2:34 PM
5	Local agencies need to communicate better and share resources. We all serve the same community.	5/14/2020 1:13 PM

Q10 Are there any other housing priorities, issues, or concerns that you would like to identify to assist the City in identifying housing needs and developing appropriate programs to address housing needs?

Answered: 5 Skipped: 4

#	RESPONSES	DATE
1	Mobilehome Parks and Recreational Vehicle Parks are an important housing option for our clients, and we are concerned that MH Parks and RV Parks are becoming unaffordable for our clients, who are largely seniors and persons with disabilities on fixed incomes. MH Parks and RV Parks are also an important affordable housing option for Farmworkers.	6/4/2020 9:22 AM
2	Housing availability and affordability	5/18/2020 10:57 AM
3	None	5/14/2020 10:22 PM
4	Not at this time.	5/14/2020 2:34 PM
5	Too many families looking for affordable housing and simply not enough rentals in their price range.	5/14/2020 1:13 PM

Appendix C: Stakeholder List

Area Agency on Aging
California Children's Services
Catholic Charities
Chamber of Commerce
Clear Lake Baptist Church
Conser Land Surveying
County of Lake Health Services
EA Family Services
First Baptist Church
Habitat for Humanity
Harbor on Main Youth Center
Hope Harbor Warming Center
Lake Co. Department of Social Services
Lake County Agriculture Department
Lake County Bible Fellowship
Lake County Board of Realtors
Lake County Contractors
Lake County Farm Bureau
Lake County Food Stamp Program, CalWORKs, & Lake County General Relief Program
Lake County Homeless Continuum of Care
Lake County In-Home Supportive Services
Lake County Office of Education
Lake County Office of Education Homeless Student Services
Lake Family Resource Center
Lakeport Church of Christ
Lakeport Main Street Association
Lakeport Senior Center, Inc.
Lakeport Unified School District
Legal Services of Northern California
Long-term Care Ombudsman
LUK United Methodist Ministries
New Life Foursquare Church
North Coast Opportunities - Lakeport Office / Rural Communities Childcare
North Coast Opportunities - New Digs Rapid Rehousing
Pacific West Architecture
Pacific West Communities
Parish of St. Mary Immaculate
People Services - Educational Opportunities
People Services - Konocti Connections
People Services - Konocti Industries
People Services - Konocti Instructional Services Lakeport
People Services - Konocti Transportation Services
People Services - Rehabilitation Services
People Services, Inc.

Appendix C: Stakeholder List

Redwood Coast Regional Center – Lakeport Office
Redwood Community Services
Rural Communities Housing Development Corp (RCHDC)
Ruzicka Associates
St. John's Episcopal Church
The Big Valley Band of Pomo Indians
The Scotts Valley Band of Pomo Indians
United Christian Parish

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Lake County Agriculture Department
Lake County Bible Fellowship
Lake County Board of Realtors
Lake County Contractors
Lake County Farm Bureau
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Lake County Homeless Continuum of Care
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Lake County Office of Education Homeless Student Services
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United Christian Parish

RESOLUTION NO. _____ (2020)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEPORT ADOPTING THE HOUSING ELEMENT UPDATE OF THE GENERAL PLAN

WHEREAS, Sections 65580 through 65589.8 of the California Government Code requires all local jurisdictions to adopt a Housing Element as one of the mandated elements required in the General Plan and to revise this document as appropriate, but not less than every eight years in accordance with deadlines established by the State; and

WHEREAS, as part of the state housing law the legislature found, among other findings, that: (1) the availability of housing is of vital statewide importance; (2) local governments, such as Lakeport, have the responsibility to facilitate the improvement and development of housing adequate to meet the needs of all economic segments of the community; and (3) designating and maintaining a supply of land that is suitable, feasible and available for the development of housing to meet the housing need for all income levels is essential to achieving the state's housing goals; and

WHEREAS, the intent of the state's housing law, among others, is to: (1) assure that the City recognizes its responsibility to contribute to attaining the state's housing goal; (2) assure that the City prepares and implements a local Housing Element as part of its General Plan; and (3) recognize that the City is best capable of determining what is needed for the City to contribute to the attainment of the state's housing goal in a manner compatible with the state's housing goal and the Regional Housing Need Allocation (RHNA) assigned to the City; and

WHEREAS, the County solicited public involvement and participation through a community-wide survey, provided in both English and Spanish, advertised and available in April and May 2020, and a stakeholder survey advertised and available in May 2020; and

WHEREAS, the City of Lakeport prepared a Preliminary Draft 6th Cycle Housing Element in accordance with the requirements of State law and circulated the Preliminary Draft 6th Housing Element for public comment from May 28, 2020 through June 30, 2020, and was submitted to the California Department of Housing and Community Development (HCD) for the State-mandated review period; and

WHEREAS, HCD recommended revisions to the Preliminary Draft 6th Cycle Housing Element, proposed revisions to address HCD's comments were submitted to HCD for review, and HCD issued a letter to the City of Lakeport on June 4, 2020 identifying that the draft Housing Element, incorporating the revisions submitted, meets the statutory requirements of State Housing Element law; and

WHEREAS, adoption and implementation of the Housing Element are determined to be exempt from the California Environmental Quality Act as it meets with the criteria established in Section 15061(b)(3) of the CEQA Guidelines because there will be no physical changes to the environment and requires no further review pursuant to Section 15168(c)(2) and 15166; and

WHEREAS, the Planning Commission held a public hearing on June 10, 2020 at which time the Planning Commission considered the Housing Element Update, including the Planning Commission Review Draft Housing Element that reflected the revisions provided to HCD, provided an opportunity for public comment, and unanimously recommended that the City Council adopt the 6th Cycle Housing Element inclusive of any revisions necessary to address HCD comments; and

WHEREAS, the City Council held a public hearing on July 7, 2020 regarding the 6th Cycle Housing Element including consideration of the changes requested by HCD and the Planning Commission, at which time all interested persons were given an opportunity to be heard.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Lakeport makes the following findings:

SECTION 1: CEQA

- A. Adoption and implementation of the Housing Element was determined to have been fully addressed by the General Plan EIR and would not result in any new environmental impacts and would not increase the significance of environmental impacts that were addressed in the General Plan EIR. Therefore, no new environmental document is required pursuant to CEQA Guidelines Section 15168(c)(2) and Section 15166.
- B. Adoption and implementation of the Housing Element is determined to be exempt from the California Environmental Quality Act as it meets with the criteria established in Section 15061(b)(3) of the CEQA Guidelines because there will be no physical changes to the environment, and thus no possibility adoption may have a significant effect on the environment, and requires no further review pursuant to Section 15061(b)(3). Further, the determination regarding local and regional housing needs is exempt from CEQA under Government Code section 65584 and CEQA Guidelines section 15283.
- C. The documents and other materials that constitute the administrative record on which these CEQA findings are based are located at the City of Lakeport, 225 Park Street, Lakeport, CA 95453. The City Council designates the City Clerk as custodian of all such documents.

SECTION 2: Adoption of the Housing Element

- A. The City Council has considered the 6th Cycle Housing Element and the Planning Commission's recommendation regarding the 6th Cycle Housing Element.
- B. The goals, policies, programs, and objectives contained in the 6th Cycle Housing Element, considered individually and cumulatively, do not adversely affect the internal consistency of the City of Lakeport General Plan.

- C. The City Council hereby amends the City of Lakeport General Plan to adopt the 6th Cycle Housing Element and repeal the existing Housing Element adopted on August 19, 2014.

This resolution was passed and adopted by the City Council of the City of Lakeport at a regular meeting held on the 7th day of July, 2020.

AYES:

NOES:

ABSENT:

ABSTAIN:

GEORGE SPURR, Mayor

ATTEST:

KELLY BUENDIA, City Clerk
City of Lakeport



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: Dry Vegetation Creating Fire Hazard Conditions on Properties throughout the City of Lakeport Protest Hearing	MEETING DATE: 07/07/2020
SUBMITTED BY: Kevin M. Ingram, Assistant City Manager	
PURPOSE OF REPORT: <input type="checkbox"/> Information only <input checked="" type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being requested to hold a protest hearing in accordance with Lakeport Municipal Code Section 8.28.030 allowing recipients of a notice to abate dry vegetation creating fire hazard conditions on private property to express objections and be provided with due consideration as to why their property should not be abated.

BACKGROUND/DISCUSSION:

On June 16, 2020 the City Council adopted Resolution 2760 (2020) declaring the presence of dry vegetation creating fire hazard conditions on just over 100 properties throughout the City to be a nuisance. Staff informed Council that abatement would be pursued primarily through the use of the Administrative Citation process outlined in Chapter 8.30 of the Lakeport Municipal Code (LMC) as the City initiated abatement procedures outlined in LMC Chapter 8.28, Weeds and Rubbish, would not likely lead to the abatement of hazardous weeds creating fire conditions in a timely manner. Upon the conclusion of the discussion, Council adopted the Resolution and adopted a motion directing staff to utilize the Administrative Citation procedures outlined in LMC 8.30, but also requested staff take necessary steps to maintain the ability to abate hazardous weeds through LMC Chapter 8.28 if necessary.

Notice of Violation letters were sent out immediately following the adoption of Resolution 2760 (2020) to the over 100 identified properties, requiring the abatement of hazardous weed conditions within 10 days (July 7, 2020). At the writing of this report nearly 42 properties have been brought into compliance and an additional six (6) properties have contacted the Community Development Department to state that they are in the process of achieving compliance but have requested some additional time. Staff will conduct a follow-up site visit to verify compliance for those properties that have not contracted the Community Development Department. Properties where dry vegetation creating fire hazard conditions is still observed with be issued Administrative Citations in the middle of July.

Staff plans to assess citywide compliance at the end of July and sit down with representatives from the Lakeport Fire Protection District and discuss whether or not the continued issuance of Administrative Citations should continue or if City Initiated Abatement proceedings should be considered.

OPTIONS:

1. Following the conclusion of the protest hearing required per LMC Section 8.28.030, asses and determine whether or not presented requests for the removal of certain parcels from the listing of properties found to contain hazardous weeds creating a fire hazard by staff are warranted.

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: Fund

Comments: None

SUGGESTED MOTION:

N/A

- Attachments:** 1. Sample Administrative Citation



CITY OF LAKEPORT

MUNICIPAL CODE ADMINISTRATIVE CITATION

Responsible Party:		Case #:	HW20-
Violation Address	APN:	Citation #:	20-
Violation Date:		Issue Date:	
Violation/Nuisance Description: A site visit performed on 6/05/2020 by City of Lakeport staff revealed the continued presence of Hazardous weeds. A Notice of Violation letter was sent to you on June 18, 2020 requesting the removal of the Hazardous Weeds from your property at the above address no later than July 7, 2020. A subsequent site visit on 7/**/2020 shows the continued presence of hazardous weeds. Said conditions constitute a nuisance and a violation of the Lakeport Municipal Code.			

You are hereby ordered to pay the Total Due in fines shown below for the listed violation of the Lakeport Municipal Code.

Offense #	Code Section	Description of Violation		Fine Amount
1	8.28.010	HAZARDOUS WEEDS CREATING DANGEROUS		\$100.00
		CONDITIONS	Total Due:	\$100.00
			Due Date:	

YOU ARE FURTHER ORDERED TO COMMENCE ABATEMENT OF SAID NUISANCE CONDITIONS WITHIN TEN (10) DAYS, BUT NO LATER THAN **JULY **, 2020, AND CORRECT THE NUISANCE CONDITION DESCRIBED ABOVE BY TAKING THE FOLLOWING ACTIONS:**

- 1) Personally, remove all hazardous weeds from property located at **SITUS ADDRESS**.
- 2) Alternatively, hire a Contractor to remove all hazardous weeds from property located at **SITUS ADDRESS**.

Failure to comply: with this order within the allotted time period will result in the issuance of a second administrative fine not to exceed \$200.00 (LMC 8.30.020). Additional administrative penalties may be assessed should failure to comply with this notice be ignored in the amount of \$500.00 for third violations and \$500.00 for each successive violation there after (LMC 8.30.020).

Appeal: You may file an appeal of an administrative citation within (10) ten calendar days from the date you were served with the administrative citation. You may contest this citation if you wish to argue either (1) you are not responsible for committing the violation or (2) there is no violation, or both, by filing a complete and proper appeal of the administrative citation with the Community Development Department at City Hall, 225 Park Street, Lakeport, CA.

Fine Payment: Fines may be paid in person with the Community Development Department, 225 Park Street, Lakeport, CA. Fines may be paid by mail at the address listed below.

On the reverse side of this form is summary information on the appeal process. Complete information on the administrative citation process can be found in Chapter 8.30 of the Lakeport Municipal Code. Copies of this ordinance are available at the Community Development Department office at City Hall, 225 Park Street, Lakeport, CA or online at www.cityoflakeport.com. If you need further information, call (707) 263-5615 x205.

Bonne C. Sharp, Permit Technician

Detach at line and return the bottom portion with your payment

PLEASE MAKE CHECKS PAYABLE TO: **CITY OF LAKEPORT**

Mail to:
City of Lakeport
Community Development Department
225 Park Street
Lakeport, CA 95453

Case Number: HW20-
Citation Number: 20-
Issue Date:
TOTAL DUE: \$100.00
Due Date:

Responsible Party:

Administrative Citation Review Process

Appeal of administrative citation. Any recipient of an administrative citation may contest that there was a violation or that he or she is the party responsible for committing the violation by filing a complete and proper appeal of the administrative citation with the citing officer pursuant to this chapter. (LMC 8.30.080)

Form for filing of appeal. All appeals from any administrative citation shall be in writing and shall contain the following information: (A) name(s) of each appellant, (B) a brief statement in ordinary and concise language of the specific items protested, together with any material facts claimed to support the contentions of the appellant, (C) a brief statement in ordinary and concise language of the relief sought and the reasons why the administrative citation should be rescinded, modified or otherwise set aside, and (D) the signatures of all parties named as appellants and their mailing addresses. Any appeal filed that fails to provide all of the information required by this section shall be deemed incomplete. (LMC 8.30.090)

Time in which to file appeal. A complete and proper appeal of an administrative citation shall be filed with the citing officer within ten calendar days from the date that service of the administrative citation. Any appeal not timely filed shall be rejected. (LMC 8.30.100)

Fee for filing of appeal. A filing fee as established by city council resolution or any amendments thereto for an appeal of an administrative citation must be paid to the city at or prior to the time of the filing of such appeal. Any appeal of the administrative citation filed without payment of the filing fee shall be deemed incomplete. (LMC 8.30.110)

Incomplete filing. Not later than ten calendar days from the date the appeal is filed the citing officer or his or her designee shall determine whether the appeal is complete. If the appeal is determined to be incomplete, the citing officer or his or her designee shall immediately mail to the appellant a notice of incomplete filing which shall provide a written explanation of each reason why the appeal has been determined to be incomplete. If service of the notice of incomplete filing is completed within ten calendar days from the date the appeal is filed, the time period within which to file a completed appeal of an administrative citation shall be extended by an additional five calendar days. (LMC 8.30.120)

Failure to file proper appeal. Failure to timely and properly file an appeal from an administrative citation shall constitute a waiver of all rights to an administrative appeal hearing and adjudication of the administrative citation or any portion thereof. The determination that the violation occurred and that the violator was responsible for the violation shall be deemed final on the date that service of the administrative citation is deemed completed pursuant to Section [8.30.070](#). (LMC 8.30.130)

Processing and conducting of appeal. The appeal of any administrative citation shall be processed in accordance with the provisions of this chapter and conducted in accordance with the provisions of Chapter [8.31](#). (LMC 8.30.140)

Stay pending appeal. Enforcement of any administrative citation (except for violations requiring immediate abatement due to immediate threats to public health and safety) shall be stayed during the pendency of the appeal. (LMC 8.30.150)

Appeal of administrative fine. Any party contesting the imposition of the administrative fine(s) may seek judicial review of the imposition of the fine(s) by filing an appeal pursuant to California Government Code Section [53069.4](#), subdivision (b)(1), after said party has exhausted all available administrative remedies. (8.30.210)

Attorneys' fees. The prevailing party in any proceeding conducted pursuant to this chapter and associated with the abatement of a public nuisance or correction of any code violation or other issues as set forth herein shall be entitled to recover reasonable attorneys' fees and costs incurred in any such proceeding. (8.30.220)



CITY OF LAKEPORT

- City Council
City of Lakeport Municipal Sewer District
Lakeport Redevelopment Successor Agency
Lakeport Industrial Development Authority
Municipal Financing Agency of Lakeport

STAFF REPORT	
RE: Renaming for West Side Park Rd to Charlie's Way	MEETING DATE: July 7, 2020
SUBMITTED BY: Margaret Silveira	
PURPOSE OF REPORT: <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to approve a resolution directing staff to begin the application process to change the name of Westside Park Road to Charlie's way, honoring Charlie Jolin.

BACKGROUND/DISCUSSION:

The Westside Park Committee requested to change the name of Westside Park Road to Charlie's Way to honor Charlie Jolin, (Charlie), who was instrumental in the development of Westside Park.

Charlie worked with City Staff and City Council to approve and dedicate the land which would become the Westside Community Park. After which, Charlie took the reins and drove the development of the park. He was not shy about talking up the park up to anyone and everyone. His Bronco hauled many out for a personal tour.

When Charlie retired from leading the park committee and the park's development, he never lost interest in it, and took pride in seeing the park develop into a major recreational facility for the region.

Charlie is also recognized for other community contributions, including but not limited to, the development of Library Park, serving as a member and chair of the City of Lakeport Planning Commission, and serving as the chairperson of the Citizen's Advisory Committee to update the City's general plan. He was also a long time Boy Scout leader and was awarded the Stars of Lake County Man of the Year in 2014.

In fact, the Park committee believes if were not for Charlie there would be no Westside Park.

The direction staff is seeking from Council is begin the application process to rename Westside Park road to Charlie's Way.

OPTIONS:

FISCAL IMPACT:

Cost of new signage \$unknown at this time. 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:

SUGGESTED MOTIONS:

Move to approve a resolution directing staff to begin the application process to change Westside Park Road to Charlie's Way.

Attachments: 1. Resolution

RESOLUTION NO. XXX__ (2020)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEPORT DIRECTING THE SUBMITTAL OF AN APPLICATION TO CHANGE THE NAME OF WESTSIDE PARK ROAD TO CHARLIE'S WAY IN HONOR CHARLES "CHARLIE" JOLIN

WHEREAS, a group of community members met on January 15, 1997 under the direction of Charlie Jolin to discuss the development of an active recreation park in the City of Lakeport; and

WHEREAS, the Westside Community Park Committee was incorporated and received its nonprofit status on November 1, 1999; and

WHEREAS, Charlie Jolin worked with City Staff to secure City Council approval and dedication of the land which would become the Westside Community Park. Following that approval, Charlie took the reins and drove the development of the park; and

WHEREAS, Charlie Jolin personally recruited most of the first Committee and Board members. He wanted representation from youth sports leaders in all sports, business and community minded people. He was not shy about talking the Park up to anyone and everyone. His Bronco hauled many people out for a personal tour; and

WHEREAS, while Charlie Jolin eventually retired from leading the Committee and the Park's development, he never lost interest in it, and took pride in seeing the Park develop into a major recreational facility for the region; and

WHEREAS, Charlie Jolin is recognized for other community contributions, including the development of Library Park, serving as a member/chair of the City of Lakeport Planning Commission, and serving as the chairperson of the Citizen's Advisory Committee to the development of the City's General Plan. In addition Charlie was a long time Boy Scout leader and was awarded the Stars of Lake County Man of the Year in 2014; and

WHEREAS, the Westside Community Park Committee is certain there would be no Westside Community Park if it were not for Charlie; and

WHEREAS, City streets may be officially named or the official name of an existing street may be changed after submittal of the proposed name to the City Planning Commission and City Council (Lakeport Municipal Code 12.23.010(A)).

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

1. The City Council does hereby direct City staff to prepare and submit an application to change the name of Westside Park Road to Charlie's Way to honor Charlie Jolin's dedication to the development of the Westside Community Park and to the citizens of the City of Lakeport.

The foregoing Resolution was adopted at a regular meeting of the City Council of the City of Lakeport held on the on the 7th day of July, 2020 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

APPROVED:

George Spurr, Mayor

ATTEST:

Kelly Buendia, City Clerk



CITY OF LAKEPORT

City Council
City of Lakeport Municipal Sewer District
Lakeport Redevelopment Successor Agency

STAFF REPORT

RE: Contract for City Manager Services with Kevin Ingram

MEETING DATE: 7/7/2020

SUBMITTED BY: David Ruderman, City Attorney

PURPOSE OF REPORT: Information only Discussion Action Item

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to approve an employment agreement with Kevin Ingram to serve as Lakeport's City Manager.

BACKGROUND/DISCUSSION:

The following summary of the proposed contract must be provided orally prior to consideration of this item under the Brown Act:

The proposed contract with Kevin Ingram will be effective August 1, 2020 and last for two years and eight months, through March 31, 2023. When the initial term ends, it will automatically renew in additional one-year increments unless the City Council provides advanced notice of non-renewal.

The contract provides that the City Manager is an "at will," exempt employee with an initial base annual salary of \$140,844. He is entitled to an annual performance bonus of up to \$1,500 and to consideration of a cost of living adjustment when such is provided to other at-will management employees in the City.

The City Manager is entitled to his regular CalPERS retirement benefits for classic employees; health, vision and dental insurance as well as life insurance and long-term disability insurance equal to that provided to management employees. The contract provides vacation leave of 20 days per year, sick leave of one day per month and administrative leave of 80 hours per year. It also provides a car allowance of \$400 per month, a cell phone stipend and technology allowance.

The proposed contract requires the City Manager to reside within a 30-minute drive from City Hall. It also provides that the City Council may terminate the contract before the end of the term for cause but if it does so without cause, the City Manager will be entitled to severance equal to 6-months of his base salary, which increases by one month after each year of employment, capped at 12 months.

OPTIONS:

1. Approve the proposed City Manager contract;
2. Request revisions to the City Manager contract to be negotiated with Mr. Ingram; or
3. Reject the proposed contract.

FISCAL IMPACT:

None \$ Budgeted Item? Yes No

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

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

Comments: None

SUGGESTED MOTIONS:

Move to approve the attached Agreement for Services Between the City of Lakeport and Kevin M. Ingram.

- Attachments:** 1. Agreement for Services Between the City of Lakeport and Kevin M. Ingram

AGREEMENT FOR SERVICES BETWEEN THE CITY OF LAKEPORT AND KEVIN M. INGRAM

This Agreement for Services (“Agreement”), dated August 1, 2020, is entered into by and between the CITY OF LAKEPORT (“City”) and KEVIN M. INGRAM (“Manager”). Under this Agreement, the City offers, and Manager accepts, employment as City Manager of the City.

1. Duties:

Manager shall perform those duties and have those responsibilities that are commonly assigned to a city manager of a city in California, those set forth in the City’s Municipal Code, and those required by State law. Manager shall perform such other legally permissible and proper duties and functions consistent with the office of City Manager, as the City Council shall from time to time assign.

2. Devotion to City Business:

- A. Manager’s position is full-time. Manager shall not engage in any business, educational, professional, charitable, or other activities that would conflict or materially interfere with performance of his City Manager duties as provided for by State law. During the term of this Agreement, Manager shall be exclusively employed by the City, unless prior authorization otherwise is received from the City Council, which authorization will not be unreasonably withheld.
- B. Manager is an exempt employee but is expected to engage in those hours of work that are necessary to fulfill the obligations of his position. Manager does not have set hours of work as Manager is expected to be available at all times. Manager shall not be entitled to additional compensation for hours in excess of eight (8) hours per day and/or forty (40) hours per week.
- C. It is recognized that Manager must devote a great deal of time to the business of the City outside of the City’s customary office hours, and to that end Manager’s schedule of work each day and week shall vary in accordance with the work required to be performed. Manager shall spend sufficient hours on site to perform Manager’s duties; however, Manager has discretion over his work schedule and work location.

3. Term:

- A. Manager's employment will commence on August 1, 2020, and shall continue for a term of two (2) years and eight (8) months, until March 31, 2023, or the date of earlier termination in accordance with provisions in this Agreement. On April 1, 2022, and on each succeeding April 1st while this Agreement is in effect, this Agreement shall be automatically extended for one (1) additional year unless prior to that date the City Council notifies Manager of its intent not to extend the Agreement for one additional year. City's election not to extend this Agreement shall not entitle Manager to severance pursuant to Section 5 of this Agreement.
- B. Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the City Council to terminate the services of Manager at any time, subject to the provisions in Section 5.
- C. Nothing in this document shall prevent, limit, or otherwise interfere with Manager's right to resign at any time from his position with City, subject to the provisions in Section 5.
- D. Pursuant to section 2.10.030 of the Lakeport Municipal Code, Manager serves at the pleasure of the City Council and on an "at will" basis and has no vested right to his employment during the term of this Agreement, subject to the terms and provisions set forth herein.

4. City Council Commitments:

- A. Except for the purpose of inquiry, the City Council and its members shall deal with all subordinate City employees, officers, contractors, and consultants solely through the Manager or Manager's designee, and neither the City Council nor any member thereof shall give direction to any subordinate of the Manager, either publicly or privately.
- B. No member of the City Council will order the appointment or removal of any person to any office or employment under the supervision and control of the Manager.
- C. Neither the City Council nor any of its members shall interfere with the execution of the powers and duties of the Manager, as specified in the Municipal Code, this Agreement, or any other lawfully adopted and authorized document.

5. Termination:

- A. For the first 12 months of employment under this Agreement, if Manager is terminated without cause during such time Manager is willing and able to perform the duties of the position, Manager shall be entitled to a severance benefit of six (6) months of Manager's base salary at the time of termination plus accrued vacation and sick leave benefits and one month's health insurance. This base salary and vacation and sick leave pay-out shall be made in equal payments until fully paid at such time as other City employees are normally paid. No other compensation or benefits shall be paid except as referenced in Section 7(E) & 7(F).

However, for each full year of service as City Manager of City after the first 12 months of employment under this Agreement, the amount of severance pay and benefits shall be increased by one full month, capped at a maximum of twelve (12) months plus accrued vacation and sick leave benefits and one month's health insurance. No other compensation or benefits shall be paid except as referenced in Sections 7(E) and 7(F) of this Agreement. In the event that Manager finds other employment within six (6) months, or the adjusted severance term referenced above, Manager will notify City and payment for health insurance shall cease. In no event shall Manager ever receive more severance pay and benefits than the number of months remaining within Agreement.

In no event shall the above lump sum and health insurance payments exceed the amounts determined pursuant to Article 3.5 (commencing with Section 53260) of Chapter 2 Part 1 of Division 2 of Title 5 of the Government Code.

- B. If City terminates this Agreement (thereby terminating Manager's employment) with cause, as determined by the affirmative votes of a majority of the members of the City Council, Manager shall not be entitled to any additional compensation or payment, including severance, but shall be entitled only to accrued, pro-rated base salary, vacation and sick pay, and any other accrued and unused benefit allowances according to their terms ("Accrued Salary and Benefits"). As used in this Agreement, cause means any of the following:
- i. Conviction of, or plea of guilty or nolo contendere to, any crime or offense (other than minor traffic violations or similar offenses) which is

- likely to have a material adverse impact on the City or on the City Manager's reputation;
- ii. Proven failure of Manager to observe or perform any of his duties and obligations, if that failure continues for a period of thirty (30) days from the date of his receipt of notice from the City Council specifying the acts or omissions deemed to amount to that failure;
 - iii. Conviction of any crime involving an "abuse of office or position," as that term is defined in Government Code section 53243.4;
 - iv. Use of alcohol or drugs that impedes performance of duties;
 - v. A proven claim of either sexual harassment or abuse of employees in violation of law or adopted City policy;
 - vi. Repeated failure to carry out a directive or directives of the City Council; and
 - vii. Any grossly negligent action or inaction by Manager that materially and adversely: (a) impedes or disrupts the operations of City or its organizational units; (b) is detrimental to employees or public safety; or (c) violates City's properly-established rules or procedures.
- C. Notwithstanding the above, Manager may voluntarily resign employment with the city by giving 30 days written notice in advance of the last day of employment. However, both parties may mutually agree to a shorter period. In the event of a voluntary resignation, Manager is not entitled to any other compensation except for Accrued Salary and Benefits.
- D. In no event may Manager be terminated within ninety (90) days before or after any municipal election for the selection or recall of one or more of the members of the City Council.
- E. Given the at-will nature of the position of City Manager, an important element of this Agreement pertains to termination. It is in both the City's interest and that of Manager that any separation of the City Manager is done in a businesslike manner.

In the event at any time during the term of this Agreement, the City Council approves a motion to terminate Manager in closed session, then, in that event, Manager may, at his option, choose to resign his office instead of being terminated and be deemed "terminated" at the date of such resignation within

the meaning and context of the severance pay provision in Section 5(A) or Section 5(B), as applicable.

In the event the City Council terminates Manager for any reason or no reason, City and Manager will endeavor to issue a mutually acceptable announcement regarding the termination.

- F. In the event Manager dies while employed by City, his beneficiaries or those entitled to his estate shall be paid his Accrued Salary and Benefits at the rate applicable on the date of death.

6. Compensation and Annual Evaluation:

- A. Manager's initial annual base salary shall be one hundred forty thousand eight hundred and forty-four dollars (\$140,844.00), payable in monthly or bi-weekly installments at the same time and in the same manner as other employees of the City are paid. Increases in Manager's base salary may be effective at any time in the sole discretion of the City Council.
- B. City, by the City Council, and Manager may set mutually-agreed-upon objectives for each year under this Agreement. The City Council shall evaluate Manager's performance at least once a year during the months of February or March ("Annual Evaluation"). It shall be Manager's responsibility to initiate this review each year. Manager will be afforded an adequate opportunity to discuss each evaluation with the City Council. A performance bonus of fifteen hundred dollars (\$1,500.00) shall be paid annually on the last pay period in June, contingent upon a positive Annual Evaluation; provided that no performance bonus shall be paid in any fiscal year in which Manager receives a cost of living adjustment or other non-merit based salary increase.
- C. Whenever a cost of living adjustment or other non-merit based salary increase is provided to other at-will management employees, the City Council shall consider whether it is reasonable and appropriate to grant a similar increase to Manager's base salary upon the written request of the Manager.
- D. Manager's base salary increases approved by the City Council from time to time pursuant to this Agreement shall not require an amendment to this Agreement to be effective. Such may be set forth in an annual salary resolution or minute action approved by the City Council and ratified by the annual salary resolution.

- E. If the City reduces the base salary or any other financial benefit of the Manager in a percentage that is greater than the average reduction of all at-will management employees, such action shall constitute a termination of this Agreement without cause under Section 5(A) of this Agreement, and Manager shall be entitled to severance, unless otherwise agreed by the City Council and Manager, or where the reduction results from a reorganization or elimination of departments.

7. Benefits:

The Manager shall be entitled to the following City benefits:

- A. City agrees to maintain Manager's enrollment as a member of the California Public Employees Retirement System (CalPERS). Manager shall be entitled to retirement benefits at the 2.5%@ 55 'classic employee' formula. City shall also provide highest final year compensation factor (Section 20042) and conversion of unused sick leave to service credit. IRS provision 414(h)(2) shall also be implemented to provide for payment of Manager's share of CalPERS premium from non-taxed dollars.
- B. The City agrees to provide Manager health, vision and dental insurance as is provided to management employees as may be amended from time to time. Alternatively, Manager may choose to opt out of the City-provided health insurance program, so long as the opt out benefit is available to management employees, upon providing documentation of proof of coverage under an alternate medical insurance program and be paid monthly two hundred and fifty dollars (\$250.00) if eligible for single enrollment; four hundred dollars (\$400.00) if eligible for double enrollment; or five hundred dollars (\$500.00) if eligible for family enrollment.
- C. The City agrees to provide Manager life insurance coverage equal to that provided to management employees.
- D. The City shall provide Manager with long-term disability insurance coverage equal to that provided to other full-time employees of City.

- E. Manager shall accrue vacation leave at the rate of 20 days (160 hours) a year in addition to recognized City holidays. During the term of this Agreement Manager may accumulate vacation leave up to a maximum of 50 days (400 hours). At any time during the term of the Agreement, Manager shall be entitled to cash out accrued but unused vacation days, provided that a least 20 days (160 hours) accrued but unused vacation leave days remain available. The amount paid to Manager shall be based on Manager's annual base salary at the time the vacation leave is paid. For vacation leave of more than two weeks at a time, Manager must provide sufficient notice of his intended vacation absence so that the City Council may approve such absence in order to avoid an extended absence of Manager during critical time periods. Upon termination or resignation from employment or the non-renewal of this Agreement, Manager shall be paid for all accrued and unused vacation time.
- F. Manager shall accrue sick leave at rate of one (1) day per month. Upon termination or resignation from employment or the non-renewal of this Agreement, Manager shall be eligible for sick leave payout as provided to management employees.
- G. Manager shall be entitled to bereavement leave consistent with leave provided to management employees.
- H. The City Manager position is classified as "exempt" under the Fair Labor Standards Act and Manager shall not be entitled to the payment of overtime. Employee shall be entitled to executive leave of 80 hours per employment year with full pay. Hours shall be credited on July 1st of each year. Executive leave does not accumulate and is not earned vacation time or benefit. Manager shall be entitled to request a cash-out payment of executive leave equal to the full 80 hours in lieu of using it as paid time off.
- I. A car allowance of \$400.00 per month for travel within a 40-mile radius of City Hall. This allowance is in lieu of mileage reimbursement or other expenses that may be incurred by Manager in connection with his use of his own automobile for City purposes. For travel beyond a 40-mile radius from City Hall for City business, City shall reimburse Manager for mileage at the IRS rate then applicable or for the cost of a rental car, at Manager's discretion. In consideration for said allowance/reimbursement, Manager shall be responsible for all costs of maintenance and operation of his vehicle. Manager shall at all

times maintain automobile liability insurance on any vehicle used by his in the course of City employment. Such insurance shall have coverage limits acceptable in form and amounts to City. Manager shall provide a certificate or other evidence of such insurance to City. Manager acknowledges that this allowance will be subject to payroll taxes unless he maintains the records required by law to permit other treatment of this allowance.

- J. A cell phone stipend of \$100.00 per month.
- K. A technology allowance of \$1,500 per year available on a reimbursement basis (not subject to income tax) or in a lump-sum cash payment (subject to income tax).

8. Business and Professional Expenses:

- A. The City will pay dues and subscriptions of the Manager necessary for continued and full participation in regional, state and local associations and organizations necessary and desirable for the full representation of the City's interests. The City shall also pay Manager's dues for membership in the League of California Cities and the International City Management Association, and reimburse any travel expenses to attend functions of this organization. It is also provided that the Manager may request to join other associations and organizations, and if approved, the City shall pay such other dues and appropriate expenses.
- B. The City recognizes that certain expenses of a non-personal and generally job-related nature are incurred by the Manager in the performance of Manager's duties and responsibilities. The City agrees to reimburse or to pay said general expenses that are authorized by the City budget on receipt of duly executed expense or petty cash vouchers, receipts or statements, attached to a monthly request for reimbursement.
- C. City will pay for the registration, travel and subsistence of Manager to adequately pursue necessary official functions for the City, short courses, institutions, seminars, and other functions that are necessary for Manager's professional development and for the good of the City. These shall include but not be limited to the California City Management Association, Redwood Empire Municipal Insurance Fund, and the League of California Cities.

- D. Any expenses of a purely personal nature while participating in any organization shall be borne by Manager. Manager agrees to obtain prior approval for expenses unless specifically provided in the annual budget.

9. Residency:

Manager and City mutually agree that it is desirable for Manager to live within close proximity to the City of Lakeport to fully and effectively execute Manager's duties under this Agreement, the Lakeport Municipal Code, and other applicable federal, state, and local laws. Manager hereby agrees to and shall, for the duration of this Agreement, establish and maintain his primary residence within a 30-minute travel time to and from Lakeport City Hall.

10. Indemnification:

Consistent with the California Government Code, City shall defend, hold harmless, and indemnify Manager using legal counsel of City's choosing, against expense or legal liability for acts or omissions by Manager occurring within the course and scope of Manager's employment under this Agreement to the extent required by Government Code sections 825 and 995. Legal representation, provided by City for Manager, shall extend until a final determination of the issues including any and all losses, damages, judgements, interest, settlements, fines, court costs, and the reasonable costs and expenses of legal proceedings, including appeals, and including attorneys' fees, and expert witness fees and all other trial and appellate costs, and other liabilities incurred, imposed upon, or suffered by Manager in connection with or resulting from any claim, action, suit, or proceeding, actual or threatened. In the event there is a conflict of interest between City and Manager such that independent counsel is required for Manager, Manager may engage his/her own legal counsel, in which event City shall indemnify Manager, including direct payment of all such reasonable costs related thereto.

11. Notices:

Any notices to be given hereunder by either party to the other in writing may be affected either by personal delivery, mail, or email. Mailed notices shall be addressed to the parties as set forth below, but each party may change his/her/its address by written notice given in accordance with this Section. Notices delivered personally or by email will be deemed communicated as of actual receipt. Mailed notices will be deemed communicated and received as of three (3) calendar days following the date of mailing:

CITY: City of Lakeport
Attention: City Clerk
225 Park Street
Lakeport, CA 95453

With a courtesy copy to the City Attorney at the following address or the address then shown in the records of the City for the City Attorney:

David J. Ruderman, Esq.
Lakeport City Attorney
420 Sierra College Drive, Ste. 140
Grass Valley, CA 95945

MANAGER: Kevin M. Ingram
Address on File with City Clerk

12. Conflict with Lakeport Municipal Code:

The City personnel ordinances, resolutions, rules and policies shall apply to Manager in the same manner as applied to other management employees, provided, however, in the event of a conflict between the provisions of this Agreement and the Municipal Code, the Municipal Code shall prevail over this Agreement.

13. Entire Agreement:

This Agreement represents the entire agreement between the parties and supersedes any and all other agreements, either oral or in writing, between the parties with respect to the employment of Manager by City, and contains all of the covenants and agreements between the parties with respect to that employment. Each party to this Agreement acknowledges that no representations, inducements, promises, or agreements, oral or otherwise, have been made by either party, or by anyone acting on behalf of either party, which are not embodied herein, and that no other employment agreement, statement, or promise not contained in this Agreement shall be valid or binding upon either party.

14. Modifications:

Any modifications to this Agreement shall be effective only if in writing and signed by both of the parties hereto.

15. Effect of Waiver:

The failure of either party to insist upon strict compliance with any of the terms, covenants, or conditions of this Agreement by the other party shall not be deemed a waiver of that term, covenant, or condition, nor shall any waiver or relinquishment of any right or power at any one time or times be deemed a waiver or relinquishment of that right or power for all or any other times.

16. Partial Invalidity:

If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.

17. Governing Law; Venue; Attorneys' Fees:

This Agreement shall be governed by and construed in accordance with the laws of the State of California. Venue for any disputes arising from or relating to this Agreement shall lie in the Superior Court for the County of Lake, California. If an action at law or in equity is necessary to enforce or interpret this Agreement, the prevailing party shall be entitled to reasonable and actual attorneys' fees and costs with respect to the action.

This Agreement is entered into this _____ day of _____, 2020.

CITY OF LAKEPORT

GEORGE SPURR, Mayor

KEVIN M. INGRAM

Dated: _____

Dated: _____

Attest:

KELLY BUENDIA, City Clerk

Dated: _____

Approved as to form:

DAVID J. RUDERMAN, City Attorney

Dated: _____



CITY OF LAKEPORT

City Council
 City of Lakeport Municipal Sewer District
 Lakeport Redevelopment Successor Agency

STAFF REPORT	
RE: Delinquent Utility User Accounts	MEETING DATE: 7/9/19
SUBMITTED BY: Nicholas Walker, Finance Director	
PURPOSE OF REPORT: <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> 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 and sewer user charges, fees, and penalties are applicable and the amount of the delinquent water and sewer user charge, fee, and penalty for each such parcel for the period of June 1, 2019 through May 31, 2020.

BACKGROUND/DISCUSSION:

California Health and Safety Code, sections 5473a, of the Health & Safety Code and sections 13.04.060 and 13.20.560 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 and sewer user charges the period of June 1, 2019 through May 31, 2020. collected on the tax roll.

In order to collect on these accounts, the City is required to notify the delinquent account holders via letter and public 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, 2020, will be sent to account holders on July 8th, 2020.

These accounts will be updated as payments are received prior to Council's review at a public hearing on August 4, 2020. Currently, the amount of delinquent accounts is approximately \$20,000. 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 \$ 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:

SUGGESTED MOTIONS:

Move 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 and sewer user charges, fees, and penalties are applicable and the amount of the delinquent water and sewer user charge, fee, and penalty for each such parcel the period of June 1, 2019 through May 31, 2020.

Attachments:

1. Proposed Resolution: 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, 2019 THROUGH MAY 31, 2020, FIXING THE TIME AND PLACE OF A HEARING ON THE WRITTEN REPORT ON SUCH CHARGES, AND PRESCRIBING NOTICE OF SUCH HEARING

RESOLUTION NO. ____ (2020)

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, 2019 THROUGH MAY 31, 2020, 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 and sewer 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 and sewer 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 and sewer user charges for the period of June 1, 2019 through May 31, 2020 collected on the tax roll;

WHEREAS, pursuant to section 5473a, of the Health & Safety Code and sections 13.04.060 and 13.20.560 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 and sewer user charges, fees, and penalties are applicable and the amount of the delinquent water and sewer user charge, fee, and penalty for each such parcel for the period of June 1, 2019 through May 31, 2020; 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 and sewer user charges, fees, and penalties for the period of June 1, 2019 through May 31, 2020 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 and sewer user charges are applicable and the amount of the delinquent water and sewer user charge, fee, and penalty for each such parcel for the period of June 1, 2019 through May 31, 2020 and further directs the filing of such Written Report with the City Clerk.

3. On Tuesday, August 4, 2020, 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.

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 the Lake County Record-Bee, 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 to each person to whom any parcel or parcels of real property described in such report is/are assessed in the 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 7th day of July, 2020.

AYES:

NOES:

ABSENT:

ABSTAIN:

GEORGE SPURR, MAYOR

ATTEST:

KELLY BUENDIA, City Clerk
City of Lakeport



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: Lakeport Disposal Franchise Agreement Amendment	MEETING DATE: 07/07/2020
SUBMITTED BY: Nicholas Walker, Finance Director	
PURPOSE OF REPORT: <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to approve and authorize the City Manager to sign an amendment to the Franchise Agreement with Lakeport Disposal, Inc (Lakeport Disposal).

BACKGROUND/DISCUSSION:

The City entered into a franchise agreement with Lakeport Disposal on 5/19/2015 for mandatory solid waste collection services within the city.

Section 6.03 of the franchise agreement states the following:

- A. Beginning on July 1, 2017, and each July 1 for each of the subsequent five years thereafter during the Term of this Agreement, Contractor shall be entitled to an adjustment in the Initial Rates in Exhibit C, or an adjustment to the rates then in effect provided such adjustment is included in the Initial Rates and subject to the procedures required for their adoption under Article XIII D of the California Constitution and the provisions of the Proposition 218 Omnibus Implementation Act. The adjustment of Contractor's rates may include changes in fees and charges imposed by third parties upon the Contractor for Disposal operations as well as any change in the San Francisco Bay Area, Consumer Price Index for All Urban Consumers (CPI-U) reported for April since the immediately preceding adjustment.
- B. **Request for Scheduled Adjustment.** The Contractor shall submit notification in writing directly to City staff or via certified mail, on or before March 31 of each year for an adjustment to be effective the following July 1 and provide City with insert mailers for each customer to be providing with Billings pursuant to the rates schedule approved by the City Council and adopted pursuant to Article XIII D of the California Constitution and the provisions of the Proposition 218 Omnibus Implementation Act. The notice shall include at a minimum the percentage amount of the request and supporting information for the request. Failure to submit a written request and insert mailers by March 31st shall result in Contractor waiving the right to such an increase for that year. Waived rate adjustments may not be added to subsequent rate adjustments.

The City was not notified on or before March 31st 2017 to make effective the formula rate increases on July 1st 2017 in accordance with the agreement. Lakeport Disposal approached staff with concerns of increased transfer station and land fill tipping fees. The proposed contract amendment would allow Lakeport Disposal to increase

rates effective Jan 1st 2018 to replace the missed contractually available increase as of July 1st 2017. This increase to be effective Jan 1st 2018 will not be retroactive.

The calculated rate increase includes .5% for increased tipping fees at the transfer station on XXXXXXXX and 3.79% for increases in the consumer price index for a total of 4.29%. A schedule of the new rates and the increase over the previous rate is as follows:

Lakeport Disposal

January 1, 2018

RESIDENTIAL	Rate	Increase	COMMERCIAL	Rate	Increase
Regular billed service			Regular billed service		
Initial Rate			Initial Rate		
20 Gallon	\$ 15.51	\$ 0.64	20 Gallon (not offered for this class)	\$ -	\$ -
32 Gallon	22.92	0.94	32 Gallon	22.56	0.93
95 Gallon	67.40	2.77	95 Gallon	67.65	2.78
Additional green waste	9.74	0.40	Additional green waste	11.62	0.48
			Cardboard rental bin	59.40	2.44
Regular/Long-term bin rentals Boxes			Regular/Long-term bin rentals Boxes		
Box rental, 14 or 16 yards	169.11	6.95	Box rental, 14 or 16 yards	169.11	6.95
Charge per dump	397.40	16.34	Charge per dump	397.40	16.34
Wood box rental, 14 or 16 yards	169.11	6.95	Wood box rental, 14 or 16 yards	169.11	6.95
per ton when dumped	31.60	1.30	per ton when dumped	31.60	1.30
Bins:			Bins:		
1 yard bin			1 yard bin		
1 x week	158.95	6.54	1 x week	158.95	6.54
2 x week	310.48	12.77	2 x week	310.48	12.77
3 x week	462.01	19.00	3 x week	462.01	19.00
2 yard bin			2 yard bin		
1 x week	313.76	12.90	1 x week	313.76	12.90
2 x week	616.82	25.37	2 x week	616.82	25.37
3 x week	919.86	37.83	3 x week	919.86	37.83
2.5 yard bin			2.5 yard bin		
1 x week	391.01	16.08	1 x week	391.01	16.08
2 x week	769.85	31.66	2 x week	769.85	31.66
3 x week	1,148.70	47.24	3 x week	1,148.70	47.24
Overfill per each estimated 1/2 yard	79.47	3.27	Overfill per each estimated 1/2 yard	79.47	3.27

Lakeport Disposal understands the deadlines in the agreement and going forward plans to request applicable rate increase in accordance with the franchise agreement.

OPTIONS:

1. Approve and authorize the City Manager to sign the attached amendment to the franchise agreement with Lakeport Disposal, Inc.
2. Do not approve but provide 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:

SUGGESTED MOTIONS:

Move to approve and authorize the City Manager to sign the attached amendment to the franchise agreement with Lakeport Disposal, Inc.

Attachments:

Amendment to Lakeport Disposal Franchise Agreement (10.27.2017)

**AMENDMENT NO. 2 TO FRANCHISE AGREEMENT BETWEEN THE CITY
OF LAKEPORT AND LAKEPORT DISPOSAL, INC. FOR SOLID WASTE,
RECYCLABLE MATERIALS, AND YARD WASTE COLLECTION,
PROCESSING, AND DISPOSAL SERVICES**

This Amendment No. 2 (“Amendment”) to the Franchise Agreement Between the City of Lakeport and Lakeport Disposal, Inc. for Solid Waste, Recyclable Materials, and Yard Waste Collection, Processing, and Disposal Services dated May 19, 2015 (“Agreement”) is made on this 7th day of July, 2020 at Lakeport, California, by and between the City of Lakeport, a municipal corporation, (“City”) and Lakeport Disposal, Inc., (“Contractor”).

This Amendment modifies the original Agreement between the City and Contractor dated May 19, 2015, in the following fashion:

- A. City and Contractor desire to amend the Agreement by adding subdivision (D) to section 6.03 – Schedule of Future Adjustments of the “Agreement” to read as follows:
 - 6.03 D. Notwithstanding any other part of this Agreement, Initial Rates that were not adjusted on July 1, 2020, shall be adjusted effective October 1, 2020. The amount of adjustment to be effective on October 1, 2020 shall be the same as the amount the Initial Rates could have been adjusted on July 1, 2017 based on the rate scheduled the City Council approved by under Resolution No. 2557 (2015) pursuant to Article XIII D of the California Constitution and the provisions of the Proposition 218 Omnibus Implementation Act. This provision shall not affect the parties’ rights and obligations regarding any future adjustment under subdivisions (A) and (B) of this section 6.03 on or after October 1, 2020, which may occur July 1, 2021 when notice is received as required under subdivision (B) of this section 6.03.
- B. Except as specifically revised by this Amendment and any and all subsequent amendments, the Agreement shall continue in full force and effect pursuant to the terms thereof.
- C. To the extent there is conflict between the terms of this Amendment and the Agreement, this Amendment shall control.

(Signatures on following page)

TO EFFECTUATE THIS AGREEMENT, the parties have caused their duly authorized representatives to execute this Agreement on the dates set forth below.

“City”
City of Lakeport

By: _____
Margaret Silveira
City Manager

Date: _____

Attest:

By: _____
Kelly Buendia, City Clerk

Date: _____

Approved as to form:

By: _____
David J. Ruderman, City Attorney

Date: _____

“Contractor”
Lakeport Disposal, Inc.

By: _____

Name: _____

Title: _____

Date: _____

By: _____

Name: _____

Title: _____

Date: _____



CITY OF LAKEPORT

- City Council
City of Lakeport Municipal Sewer District
Lakeport Redevelopment Successor Agency
Lakeport Industrial Development Authority
Municipal Financing Agency of Lakeport

STAFF REPORT	
RE: Adopt a Resolution Naming the Community Center in Honor of Margaret Silveira	MEETING DATE: 07/07/2020
SUBMITTED BY: Kelly Buendia, Administrative Services Director	
PURPOSE OF REPORT: <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to consider naming the building donated by Bank of America for use as a community center after City Manager Margaret Silveira.

BACKGROUND/DISCUSSION:

A short time after the Bank of America announced closure of the Lakeport branch, City Manager Silveira entered into discussions with Bank of America requesting donation of the building located at 500 N. Main St. to the City of Lakeport. Recognizing the value of a community center adjacent to the proposed lakefront park, City Manager Silveira diligently pursued the donation and after her successful negotiation, the City Council passed a resolution accepting the property at their January 15, 2019 meeting. A ribbon cutting ceremony was held on June 7, 2019.

At its June 16, 2020 meeting, the City Council directed staff to bring forth an item to consider naming the community center in honor of Margaret Silveira due to her instrumental role in obtaining the building donation. Margaret will be retiring from public service on July 31, 2020.

Staff is presenting the following names as ideas:

- Silveira Center
- Silveira Event Center (SEC)
- City of Lakeport Silveira Center
- Silveira Community Center of Lakeport
- Silveira Training And Recreation Center (STAR Center)
- Margaret Silveira Community Center
- Margaret Silveira Center

OPTIONS:

1. The City Council could select one of the presented names.
2. The City Council could provide another name.
3. The City Council could take no action

FISCAL IMPACT:

None Amount 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:

SUGGESTED MOTIONS:

Adopt a resolution officially naming the building donated by the Bank of America, located at 500 N. Main Street, as follows: _____ .

- Attachments:** 1. Resolution Officially Naming the Building Donated by the Bank of America to the City of Lakeport for use as a Community Center.

RESOLUTION NO. XXXX (2020)
A RESOLUTION OFFICIALLY NAMING THE BUILDING DONATED BY THE BANK OF AMERICA TO THE CITY OF LAKEPORT FOR USE AS A COMMUNITY CENTER

WHEREAS, Bank of America closed its branch located at 500 North Main Street in Lakeport; and

WHEREAS, Recognizing the value of a community center adjacent to the proposed lakefront park, City Manager Margaret Silveira diligently pursued the donation of the building; and

WHEREAS, after successful negotiation, the City Council passed a resolution accepting the property at their January 15, 2019 meeting; and

WHEREAS, the City Council of the City of Lakeport wishes to recognize Margaret Silveira for her vision and perseverance in procuring the building; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lakeport that the community center located at 500 North Main Street shall be officially named
“ _____ ”.

The foregoing Resolution was passed and adopted at a regular meeting of the City Council of the City of Lakeport on the 7th day of July, 2020, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

George Spurr
Mayor

ATTEST:

Kelly Buendia
City Clerk,
City of Lakeport



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: SECOND STREET SIDEWALK IMPROVEMENT PROJECT	MEETING DATE: 07/07/2020
SUBMITTED BY: Douglas Grider, Public Works Director	
PURPOSE OF REPORT: <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to award a construction contract to the low bidder on the project, Team Ghilotti, Inc., for the amount of \$567,141.00.

BACKGROUND/DISCUSSION:

The project is located on 2nd Street from the Main Street intersection to the Park Street intersection, and on Park Street in front of City Hall. The project to be constructed consists of removing and replacing curb, gutter and sidewalk; ADA ramps; installing irrigation and street trees; irrigation controller; installing new street lights; milling and replacement of existing pavement; installing pavement markings and signage. There will be access to City Hall during construction.

Team Ghilotti, Inc. was the low bidder at \$567,141.00. There were 2 other bidders. The engineer’s estimate for this project was \$457,354.00. Construction is estimated to start August 3, 2020.

The Project is currently budgeted as follows:

SB1 – 168,000
 RSTP - 270,000
 438,000

OPTIONS:

The City Council could provide other direction.

FISCAL IMPACT:

None \$567,141.00 Budgeted Item? Yes No

Budget Adjustment Needed? Yes No If yes, amount of appropriation increase: \$100,000

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

Comments:

The 20/21 budget is currently about \$130,000 short for this project. The 20/21 SB1 allocation was underbudgeted by \$30,000. This amount will be adjusted and added to the project having no net effect on the budget. Earlier, in fiscal year 19/20 sewer utilities were replaced, which under current practices requires the

sewer fund to pay for a portion of the paving improvement. The remaining \$100,000 will be paid for by sewer fund reserve to cover their portion of the pavement. This amount was inadvertently left out of the Sewer Operating and Maintenance Fund Budget.

SUGGESTED MOTIONS:

Move to award a construction contract to Team Ghilotti, Inc. for the Second Street Sidewalk Improvement Project.

Attachments: Bid Tabulation