



## 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, October 5, 2021 6:00 p.m.

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

See Teleconferencing Instructions Below

*In accordance with updated guidelines from the State of California and revised Cal OSHA Emergency Temporary Standards, persons that are NOT fully vaccinated for COVID-19 are required to wear a face covering at this meeting.*

Pursuant to Assembly Bill 361, signed by Governor Newsom on September 16, 2021, the regular meeting of the City Council for **October 5, 2021** will be conducted both in person, and telephonically through Zoom.

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

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

Please click this URL to join. <https://zoom.us/j/97368201787?pwd=a2NvVnN6MEFjQ2Exc2pTZkpldU1sQT09>

Passcode: 477973

Or join by phone:

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

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

Webinar ID: 973 6820 1787

Passcode: 477973

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

The City wants you to know that you can also submit your comments by email to [virtualhost@cityoflakeport.com](mailto: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, October 5, 2021.**

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, October 5, 2021, 6:00 p.m.

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

6:00 p.m.

**I. CALL TO ORDER & ROLL CALL:**

**II. PLEDGE OF ALLEGIANCE:**

**III. ACCEPTANCE OF AGENDA/ URGENCY ITEMS:**

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

*To add item, Council is required to make a majority decision that an urgency exists (as defined in the Brown Act) and a 2/3rds determination that the need to take action arose subsequent to the Agenda being posted.*

**IV. CONSENT AGENDA:**

*The following Consent Agenda items are expected to be routine and noncontroversial. They will be acted upon by the Council at one time without any discussion. Any Council Member may request that any item be removed from the Consent Agenda for discussion under the regular Agenda. Removed items will be considered following the Consent Calendar portion of this agenda.*

A. Ordinances:

Waive reading except by title, of any ordinances under consideration at this meeting for either introduction or passage per *Government Code* Section 36934.

B. Minutes:

Approve minutes of the City Council regular meeting of September 21, 2021.

C. Warrants:

Approve the warrant register of September 27, 2021.

D. Master Salary Schedule:

Approve a Resolution rescinding Resolution 2808 (2021) and revising the Master Pay Schedule in conformance with California Code of Regulations, Title 2, Section 570.5.

E. Assembly Bill 361:

Adopt a resolution authorizing remote teleconference meetings of the Lakeport City Council and its legislative bodies pursuant to Government Code section 54953(e).

**V. PUBLIC PRESENTATIONS/REQUESTS:**

A. Public Input:

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

B. New Employee Introduction:

Introduce new Police Officer Nicholas Steward.

C. Presentation:

Receive an update on the Westside Community Park Committee's work on the Park.

**VI. COUNCIL BUSINESS:**

A. Assistant City Manager

1. 4<sup>th</sup> Quarter Financial Statement:

Approve the recommended amendments to the fiscal year 2021-22 City budget.

2. Coronavirus State and Local Fiscal Recovery Funds (FRF):

Direct staff to conduct public outreach on FRF spending options and report findings back to Council.

**VII. CITY COUNCIL COMMUNICATIONS:**

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

**VIII. CLOSED SESSION:**

1. CONFERENCE WITH LABOR NEGOTIATOR (Gov. Code § 54957.6)  
Employee Organization: Unrepresented Management (UM)  
Names of City Negotiators: Administrative Services Director Buendia, City Manager Ingram

**IX. REPORT FROM CLOSED SESSION:****X. 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](http://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.

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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, September 21, 2021, 6:00 p.m.

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

- I. CALL TO ORDER & ROLL CALL:** Mayor Parlet called the meeting to order at 6:00 p.m., with Council Members Froio, Green, Mattina, Turner present in the Council Chamber and Mayor Parlet present via Zoom.
- II. PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was led by Council Member Froio.
- III. ACCEPTANCE OF AGENDA/ URGENCY ITEMS:** A motion was made by Council Member Mattina, seconded by Council Member Froio, and passed 5-0-0-0 by the following roll call vote: Froio – aye; Green – aye; Mattina – aye; Turner – aye; Parlet – aye to accept agenda as posted.
- IV. CONSENT AGENDA:** Before consideration of the consent calendar, Mayor Parlet made the following statement:
- “Before taking action on the consent calendar, be advised that GC Code §54953 (c)(3) requires the City Council to orally report a summary of any Council action on salaries, salary schedules, or fringe benefits for any executive Managers.*
- As part of agenda item IV-G, the management salary schedule approved on 9/7 has been amended to correct an inadvertent error in the classification for Assistant City Manager to reflect the correct 3% salary adjustment.”*
- A. Ordinances:** Waive reading except by title, of any ordinances under consideration at this meeting for either introduction or passage per *Government Code* Section 36934.
- B. Minutes:** Approve minutes of the City Council regular meeting of September 7, 2021.
- C. Application 2021-012 (Amended):** Approve event application 2021-012, amended to request the closures of Second and Third Streets, between Main Street and Park Street, for a car show during the 2021 Pumpkin and Dia de los Muertos Festival on October 2, 2021.
- D. Application 2021-020:** Approve event application 2021-020, with staff recommendations, for the 2021 Clear Lake High School Homecoming Parade.
- E. Renew Emergency Resolution: COVID-19** Confirm the continuing existence of a local emergency for the COVID-19 Public Health Emergency.
- F. Memorandum of Understanding: Lakeport Employees Association:** Adopt a resolution approving a Memorandum of Understanding with the Lakeport Employees’ Association for the period of July 1, 2021 to June 30, 2024.
- G. Unrepresented Employees Salary Schedule:** Approve corrections to attachments to the Compensation and Benefits Program for the City of Lakeport Unrepresented Employees adopted on Resolution 2825 (2021) on 9/7/2021.
- Vote on Consent Agenda: A motion was made by Council Member Froio, seconded by Council Member Turner, and passed 5-0-0-0 by the following roll call vote: Froio – aye; Green – aye; Mattina – aye; Turner – aye; Parlet – aye to approve the Consent Agenda, items A-G.
- V. PUBLIC PRESENTATIONS/REQUESTS:**

A. Public Input: Ruby Jones asked several questions about the North Main Street project, the location of proposed ADA ramps and street crossings. She also asked about the street light at Dollar General. City Manager Ingram agreed to set up a meeting to address her questions.

Nancy Thornton requested passage of an ordinance regarding homeless issues. City Manager Ingram agreed to forward her the link to the last meeting. Councilmember Turner offered to meet if she had further questions.

**VI. COUNCIL BUSINESS:**

A. Assistant City Manager

1. Organic Recycling: The staff report was presented by Compliance Officer Britton.

A motion was made by Council Member Green, seconded by Council Member Turner, and passed 5-0-0 by the following roll call vote: Froio – aye; Green – aye; Mattina – aye; Turner – aye; Parlet – aye to adopt the resolution opting to affirm an exemption from the mandatory organics collection requirements of SB 1383.

**VII. CITY COUNCIL COMMUNICATIONS:**

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

Council Member Froio offered no report.

Council Member Mattina offered no report.

Mayor Parlet asked about property taxes on the Silveira Community Center. Assistant City Manager responded that the city does not pay property taxes on its properties.

Council Member Turner offered no report.

Council Member Green reported that Lakeport Fire District has been reviewing unfunded liability issues. He noted some plastic sheeting laid out in the Esplanade neighborhood. He further noted he would like to see neighboring properties address the pig issues.

Administrative Services Director Buendia offered no report.

City Attorney Ruderman stated that the governor signed AB361 which will allow the Council to continue to hold meeting electronically.

City Manager Ingram stated that wild pigs have done substantial damage to Westside Park. Law enforcement has made effort to scare them off. Arrow Fencing also provided quick service to patch the fence in hopes of a deterrent. Staff is in touch with Fish and Wildlife.

Community Development Director Byers offered no report.

Assistant City Manager Walker reported that the credit rating of AA was assigned by Standard and Poor and it had improved.

Police Chief Rasmussen offered no report.

Public Works Superintendent Ron Ladd reported that the bass tournament held last weekend resulted in positive feedback.

Utilities Superintendent Harris offered no report.

**VIII. CLOSED SESSION:**

Mayor Parlet adjourned the meeting to Closed Session at 6:33 p.m. to consider:

1. Conference with Legal Counsel; Initiation of Litigation (Gov. Code § 54956.9(d)(4))

Number of potential cases: One (1) case

**IX. REPORT FROM CLOSED SESSION:**

There was no reportable action out of Closed Session.

**X. ADJOURNMENT:**

Mayor Parlet adjourned the meeting at 8:15 p.m.

Attest:

\_\_\_\_\_  
Kenneth Parlet II, Mayor

\_\_\_\_\_  
Kelly Buendia, City Clerk

CITY OF LAKEPORT

*Over 125 years of community  
pride, progress and service*



9/30/2021

I hereby certify that the attached list of warrants has been audited, extensions are proper, purchase orders have been issued, and department heads have been given the opportunity to review and sign claim forms.

A handwritten signature in blue ink, appearing to read "N. Walker", is positioned above a horizontal line.

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Nicholas Walker  
Finance Director



Lakeport

# Bank Transaction Report

## Transaction Detail

Issued Date Range: 08/11/2021 - 09/27/2021  
Cleared Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
<b>Bank Account: 15-0352000798 - POOLED CASH BANK</b>							
08/13/2021		<a href="#">59240</a>	AFLAC	Accounts Payable	Outstanding	Check	-663.00
08/13/2021		<a href="#">59241</a>	CA STATE DISBURSEMENT UNIT	Accounts Payable	Outstanding	Check	-148.78
08/13/2021		<a href="#">59242</a>	LAKEPORT EMPLOYEE'S ASSOC	Accounts Payable	Outstanding	Check	-300.00
08/13/2021		<a href="#">59243</a>	LPOA	Accounts Payable	Outstanding	Check	-490.00
08/13/2021		<a href="#">59244</a>	NATIONWIDE RETIREMENT SOLUTION	Accounts Payable	Outstanding	Check	-925.00
08/13/2021		<a href="#">59245</a>	VALIC - C/O JP MORGAN CHASE	Accounts Payable	Outstanding	Check	-2,342.04
08/13/2021		<a href="#">59246</a>	LAKEPORT DISPOSAL, INC.	Accounts Payable	Outstanding	Check	-93,688.76
08/13/2021		<a href="#">DFT0002296</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-2,882.55
08/13/2021		<a href="#">DFT0002297</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-2,911.37
08/13/2021		<a href="#">DFT0002298</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-2,494.62
08/13/2021		<a href="#">DFT0002299</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-2,805.08
08/13/2021		<a href="#">DFT0002300</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-3,821.99
08/13/2021		<a href="#">DFT0002301</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-5,828.54
08/13/2021		<a href="#">DFT0002302</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-833.69
08/13/2021		<a href="#">DFT0002303</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-2,018.45
08/13/2021		<a href="#">DFT0002304</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-41.85
08/13/2021		<a href="#">DFT0002305</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-7.64
08/13/2021		<a href="#">DFT0002306</a>	IRS	Accounts Payable	Outstanding	Bank Draft	-3,574.42
08/13/2021		<a href="#">DFT0002307</a>	CA EMP DEVELOPMENT DEPT	Accounts Payable	Outstanding	Bank Draft	-4,025.44
08/13/2021		<a href="#">DFT0002308</a>	CA EMP DEVELOPMENT DEPT	Accounts Payable	Outstanding	Bank Draft	-1,477.87
08/13/2021		<a href="#">DFT0002309</a>	IRS	Accounts Payable	Outstanding	Bank Draft	-11,373.79
08/13/2021		<a href="#">DFT0002310</a>	IRS	Accounts Payable	Outstanding	Bank Draft	-575.36
08/13/2021		<a href="#">DFT0002311</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-4.77
08/13/2021		<a href="#">DFT0002312</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-5.98
08/13/2021		<a href="#">DFT0002313</a>	IRS	Accounts Payable	Outstanding	Bank Draft	-2.04
08/13/2021		<a href="#">DFT0002314</a>	CA EMP DEVELOPMENT DEPT	Accounts Payable	Outstanding	Bank Draft	-0.84
08/18/2021		<a href="#">APA000452</a>	WILDA SHOCK	Accounts Payable	Outstanding	AP Automation	-1,500.00
08/18/2021		<a href="#">APA000453</a>	CLEAR LAKE ENVIRONMENTAL RESEARCH CENTER	Accounts Payable	Outstanding	AP Automation	-2,758.00
08/18/2021		<a href="#">APA000454</a>	USA BLUE BOOK	Accounts Payable	Outstanding	AP Automation	-236.34
08/18/2021		<a href="#">APA000455</a>	REMIF	Accounts Payable	Outstanding	AP Automation	-469.00
08/18/2021		<a href="#">APA000456</a>	SUEZ TREATMENT SOLUTIONS, INC.	Accounts Payable	Outstanding	AP Automation	-6,278.83
08/18/2021		<a href="#">APA000457</a>	PR DIAMOND PRODUCTS, INC.	Accounts Payable	Outstanding	AP Automation	-364.00
08/18/2021		<a href="#">APA000458</a>	MENDO MILL & LUMBER CO.	Accounts Payable	Outstanding	AP Automation	-905.63
08/18/2021		<a href="#">APA000459</a>	SHRED-IT USA LLC	Accounts Payable	Outstanding	AP Automation	-76.91
08/18/2021		<a href="#">APA000460</a>	WESTGATE PETROLEUM CO., INC.	Accounts Payable	Outstanding	AP Automation	-4,682.58
08/18/2021		<a href="#">APA000461</a>	PG&E	Accounts Payable	Outstanding	AP Automation	-49.15



**Bank Transaction Report**

**Issued Date Range: -**

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
08/18/2021		<a href="#">APA000462</a>	PG&E	Accounts Payable	Outstanding	AP Automation	-3,279.18
08/18/2021		<a href="#">APA000463</a>	CLEARLAKE REDI-MIX INC.	Accounts Payable	Outstanding	AP Automation	-7,995.23
08/18/2021		<a href="#">APA000464</a>	AT&T CALNET3	Accounts Payable	Outstanding	AP Automation	-1,988.39
08/18/2021		<a href="#">APA000465</a>	TRI-CITIES ANSWERING SERVICE	Accounts Payable	Outstanding	AP Automation	-177.90
08/18/2021		<a href="#">APA000466</a>	NOR-CAL TELECOM	Accounts Payable	Outstanding	AP Automation	-135.00
08/18/2021		<a href="#">APA000467</a>	EUREKA OXYGEN COMPANY	Accounts Payable	Outstanding	AP Automation	-8.05
08/18/2021		<a href="#">APA000468</a>	NORTH OF THE BAY CARPET CARE	Accounts Payable	Outstanding	AP Automation	-1,132.55
08/18/2021		<a href="#">APA000469</a>	PITNEY BOWES PURCHASE POWER	Accounts Payable	Outstanding	AP Automation	-523.11
08/18/2021		<a href="#">APA000470</a>	ACEVEDO'S UKIAH TRUCK REPAIR	Accounts Payable	Outstanding	AP Automation	-4,037.40
08/18/2021		<a href="#">APA000471</a>	PAUL R. CURREN	Accounts Payable	Outstanding	AP Automation	-18,778.35
08/18/2021		<a href="#">APA000472</a>	PACIFIC WEST BUILDERS, INC	Accounts Payable	Outstanding	AP Automation	-151,162.75
08/18/2021		<a href="#">APA000473</a>	APEX TECHNOLOGY MGMT, INC.	Accounts Payable	Outstanding	AP Automation	-1,715.61
08/18/2021		<a href="#">APA000474</a>	COUNTY OF LAKE-SPECIAL DIST	Accounts Payable	Outstanding	AP Automation	-40,202.23
08/18/2021		<a href="#">APA000475</a>	BOB NISHIYAMA INVESTIGATIONS	Accounts Payable	Outstanding	AP Automation	-597.00
08/18/2021		<a href="#">APA000476</a>	ASBURY ENVIRONMENTAL SERVICES	Accounts Payable	Outstanding	AP Automation	-95.00
08/18/2021		<a href="#">APA000477</a>	CLEARLAKE LAVA, INC.	Accounts Payable	Outstanding	AP Automation	-890.18
08/18/2021		<a href="#">APA000478</a>	STANDARD PRINTING COMPANY	Accounts Payable	Outstanding	AP Automation	-564.43
08/18/2021		<a href="#">APA000479</a>	COUNTY OF LAKE WATER RESOURCES	Accounts Payable	Outstanding	AP Automation	-1,996.71
08/18/2021		<a href="#">APA000480</a>	COMMUNITY DEVELOPMENT SERVICES	Accounts Payable	Outstanding	AP Automation	-3,125.00
08/18/2021		<a href="#">APA000481</a>	THATCHER COMPANY OF CA., INC.	Accounts Payable	Outstanding	AP Automation	-5,559.61
08/18/2021		<a href="#">APA000482</a>	RICOH USA, INC.	Accounts Payable	Outstanding	AP Automation	-381.27
08/18/2021		<a href="#">APA000483</a>	GHILOTTI CONSTRUCTION COMPANY	Accounts Payable	Outstanding	AP Automation	-151,643.10
08/18/2021		<a href="#">APA000484</a>	REDWOOD COAST FUELS	Accounts Payable	Outstanding	AP Automation	-448.14
08/18/2021		<a href="#">APA000485</a>	LOCAL GOVERNMENT COMMISSION INC.	Accounts Payable	Outstanding	AP Automation	-2,363.60
08/18/2021		<a href="#">APA000486</a>	STUDIO W ARCHITECTS	Accounts Payable	Outstanding	AP Automation	-14,387.50
08/18/2021		<a href="#">APA000487</a>	PACE SUPPLY #03391-00	Accounts Payable	Outstanding	AP Automation	-11,259.56
08/18/2021		<a href="#">APA000488</a>	FASTENAL COMPANY	Accounts Payable	Outstanding	AP Automation	-1,015.82
08/18/2021		<a href="#">APA000489</a>	ENTERPRISE - EAN SERVICES, LLC	Accounts Payable	Outstanding	AP Automation	-356.18
08/18/2021		<a href="#">APA000490</a>	JONAS ENERGY SOLUTIONS	Accounts Payable	Outstanding	AP Automation	-258.00
08/18/2021		<a href="#">APA000491</a>	NUSO	Accounts Payable	Outstanding	AP Automation	-263.52
08/18/2021		<a href="#">APA000492</a>	MEDIACOM	Accounts Payable	Outstanding	AP Automation	-1,640.85
08/18/2021		<a href="#">APA000493</a>	US POSTMASTER - ARIZONA	Accounts Payable	Outstanding	AP Automation	-956.14
08/18/2021		<a href="#">APA000494</a>	IT'S ABOUT TIME, INC	Accounts Payable	Outstanding	AP Automation	-131.43
08/18/2021		<a href="#">APA000495</a>	LAKE CO OFFICE OF EDUCATION	Accounts Payable	Outstanding	AP Automation	-25.00
08/18/2021		<a href="#">APA000496</a>	SSA LANDSCAPE ARCHITECTS, INC.	Accounts Payable	Outstanding	AP Automation	-18,272.97
08/18/2021		<a href="#">APA000497</a>	PEOPLE SERVICES, INC.	Accounts Payable	Outstanding	AP Automation	-200.00
08/18/2021		<a href="#">APA000498</a>	LIGHTHOUSE BIS, LLC	Accounts Payable	Outstanding	AP Automation	-114.00
08/18/2021		<a href="#">APA000499</a>	HIGH COUNTRY SECURITY	Accounts Payable	Outstanding	AP Automation	-114.00
08/18/2021		<a href="#">APA000500</a>	RICOH - WELLS FARGO VENDOR FIN SVCS, LLC	Accounts Payable	Outstanding	AP Automation	-188.68
08/18/2021		<a href="#">APA000501</a>	BRIDGES CONSTRUCTION	Accounts Payable	Outstanding	AP Automation	-44,423.76
08/18/2021		<a href="#">APA000502</a>	UNIVAR USA INC.	Accounts Payable	Outstanding	AP Automation	-5,859.68
08/18/2021		<a href="#">APA000503</a>	RB PEST CONTROL	Accounts Payable	Outstanding	AP Automation	-150.00
08/18/2021		<a href="#">APA000504</a>	VERIZON WIRELESS	Accounts Payable	Outstanding	AP Automation	-560.64

**Bank Transaction Report**

**Issued Date Range: -**

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
08/18/2021		<a href="#">APA000505</a>	KELSEYVILLE LUMBER	Accounts Payable	Outstanding	AP Automation	-346.31
08/18/2021		<a href="#">APA000506</a>	SHN CONSULTING ENGINEERS & GEO	Accounts Payable	Outstanding	AP Automation	-2,266.25
08/18/2021		<a href="#">APA000507</a>	1 TEAM 1 DREAM	Accounts Payable	Outstanding	AP Automation	-10,000.00
08/18/2021		<a href="#">APA000508</a>	RESOURCES RECYCLING & RECOVERY	Accounts Payable	Outstanding	AP Automation	-5,000.00
08/18/2021		<a href="#">APA000509</a>	VERIZON CONNECT NWF, INC.	Accounts Payable	Outstanding	AP Automation	-161.90
08/18/2021		<a href="#">APA000510</a>	DEEP VALLEY SECURITY	Accounts Payable	Outstanding	AP Automation	-247.85
08/18/2021		<a href="#">APA000511</a>	ALPHA ANALYTICAL LABORATORIES	Accounts Payable	Outstanding	AP Automation	-1,141.00
08/18/2021		<a href="#">APA000512</a>	LAKE COUNTY BROADBAND SOLUTIONS	Accounts Payable	Outstanding	AP Automation	-300.00
08/18/2021		<a href="#">APA000513</a>	RAINBOW AGRICULTURAL SERVICES	Accounts Payable	Outstanding	AP Automation	-51.50
08/18/2021		<a href="#">APA000514</a>	LAKE COUNTY RECORD BEE	Accounts Payable	Outstanding	AP Automation	-3,367.91
08/18/2021		<a href="#">APA000515</a>	LAKE COUNTY ELECTRIC SUPPLY	Accounts Payable	Outstanding	AP Automation	-669.31
08/18/2021		<a href="#">APA000516</a>	AT&T	Accounts Payable	Outstanding	AP Automation	-149.10
08/18/2021		<a href="#">APA000517</a>	COLANTUONO, HIGSMITH & WHATLEY, PC	Accounts Payable	Outstanding	AP Automation	-21,184.10
08/18/2021		<a href="#">APA000518</a>	LEE'S SPORTING GOODS	Accounts Payable	Outstanding	AP Automation	-78.30
08/18/2021		<a href="#">APA000519</a>	WILLDAN FINANCIAL SERVICES	Accounts Payable	Outstanding	AP Automation	-3,653.00
08/18/2021		<a href="#">APA000520</a>	JONES TOWING	Accounts Payable	Outstanding	AP Automation	-900.00
08/18/2021		<a href="#">APA000521</a>	AXON ENTERPRISE, INC.	Accounts Payable	Outstanding	AP Automation	-375.00
08/18/2021		<a href="#">APA000522</a>	THE WORKS INC/MLS - LSQ FUNDING GROUP	Accounts Payable	Outstanding	AP Automation	-5,154.62
08/23/2021		<a href="#">REFAPA000136</a>	DAVIS TIRE & AUTO REPAIR	Accounts Payable	Outstanding	Bank Draft Reversal	30.00
08/25/2021		<a href="#">DFT0002330</a>	US BANK NATIONAL ASSOCIATION	Accounts Payable	Outstanding	Bank Draft	-218,323.30
08/27/2021		<a href="#">59247</a>	AFLAC	Accounts Payable	Outstanding	Check	-658.74
08/27/2021		<a href="#">59248</a>	CA STATE DISBURSEMENT UNIT	Accounts Payable	Outstanding	Check	-148.78
08/27/2021		<a href="#">59249</a>	FRANCHISE TAX BOARD	Accounts Payable	Outstanding	Check	-100.00
08/27/2021		<a href="#">59250</a>	LAKEPORT EMPLOYEE'S ASSOC	Accounts Payable	Outstanding	Check	-300.00
08/27/2021		<a href="#">59251</a>	LEGALSHIELD	Accounts Payable	Outstanding	Check	-211.85
08/27/2021		<a href="#">59252</a>	LPOA	Accounts Payable	Outstanding	Check	-490.00
08/27/2021		<a href="#">59253</a>	NATIONWIDE RETIREMENT SOLUTION	Accounts Payable	Outstanding	Check	-925.00
08/27/2021		<a href="#">59254</a>	VALIC - C/O JP MORGAN CHASE	Accounts Payable	Outstanding	Check	-2,342.04
08/27/2021		<a href="#">DFT0002315</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-2,927.78
08/27/2021		<a href="#">DFT0002316</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-2,954.84
08/27/2021		<a href="#">DFT0002317</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-2,503.19
08/27/2021		<a href="#">DFT0002318</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-2,814.97
08/27/2021		<a href="#">DFT0002319</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-3,821.99
08/27/2021		<a href="#">DFT0002320</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-5,828.53
08/27/2021		<a href="#">DFT0002321</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-833.69
08/27/2021		<a href="#">DFT0002322</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-2,018.45
08/27/2021		<a href="#">DFT0002323</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-41.85
08/27/2021		<a href="#">DFT0002324</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-7.64
08/27/2021		<a href="#">DFT0002325</a>	IRS	Accounts Payable	Outstanding	Bank Draft	-3,535.72
08/27/2021		<a href="#">DFT0002326</a>	CA EMP DEVELOPMENT DEPT	Accounts Payable	Outstanding	Bank Draft	-3,987.47
08/27/2021		<a href="#">DFT0002327</a>	CA EMP DEVELOPMENT DEPT	Accounts Payable	Outstanding	Bank Draft	-1,458.30
08/27/2021		<a href="#">DFT0002328</a>	IRS	Accounts Payable	Outstanding	Bank Draft	-11,137.22
08/27/2021		<a href="#">DFT0002329</a>	IRS	Accounts Payable	Outstanding	Bank Draft	-659.68

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Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
08/30/2021		<a href="#">59256</a>	HILARY BRITTON	Accounts Payable	Outstanding	Check	-40.58
08/30/2021		<a href="#">59257</a>	MELISSA BEDFORD	Accounts Payable	Outstanding	Check	-85.80
08/30/2021		<a href="#">59258</a>	OLIVIA GRUPP	Accounts Payable	Outstanding	Check	-67.44
09/02/2021		<a href="#">APA000523</a>	OCCUPATIONAL HEALTH CENTERS OF CALIF	Accounts Payable	Outstanding	AP Automation	-89.00
09/02/2021		<a href="#">APA000524</a>	ATLAS BUSINESS SOLUTIONS, INC.	Accounts Payable	Outstanding	AP Automation	-120.00
09/02/2021		<a href="#">APA000525</a>	WILDA SHOCK	Accounts Payable	Outstanding	AP Automation	-1,500.00
09/02/2021		<a href="#">APA000526</a>	REMIF	Accounts Payable	Outstanding	AP Automation	-18.00
09/02/2021		<a href="#">APA000527</a>	LAKEPORT MAIN STREET ASSN.	Accounts Payable	Outstanding	AP Automation	-1,000.00
09/02/2021		<a href="#">APA000528</a>	MINTIERHARNISH PLANNING CONSULTANTS	Accounts Payable	Outstanding	AP Automation	-7,507.50
09/02/2021		<a href="#">APA000529</a>	REMIF	Accounts Payable	Outstanding	AP Automation	-74,079.76
09/02/2021		<a href="#">APA000530</a>	REMIF	Accounts Payable	Outstanding	AP Automation	-142.00
09/02/2021		<a href="#">APA000531</a>	USA BLUE BOOK	Accounts Payable	Outstanding	AP Automation	-1,521.17
09/02/2021		<a href="#">APA000532</a>	THE UPS STORE #5161	Accounts Payable	Outstanding	AP Automation	-28.03
09/02/2021		<a href="#">APA000533</a>	GRANT MANAGEMENT ASSOCIATES	Accounts Payable	Outstanding	AP Automation	-4,550.00
09/02/2021		<a href="#">APA000534</a>	WYATT IRRIGATION SUPPLY INC	Accounts Payable	Outstanding	AP Automation	-665.63
09/02/2021		<a href="#">APA000535</a>	PG&E	Accounts Payable	Outstanding	AP Automation	-22,635.90
09/02/2021		<a href="#">APA000536</a>	EUREKA OXYGEN COMPANY	Accounts Payable	Outstanding	AP Automation	-134.93
09/02/2021		<a href="#">APA000537</a>	DEPT OF JUSTICE	Accounts Payable	Outstanding	AP Automation	-130.00
09/02/2021		<a href="#">APA000538</a>	NAPA AUTO - LAKE PARTS	Accounts Payable	Outstanding	AP Automation	-118.93
09/02/2021		<a href="#">APA000539</a>	SUN RIDGE SYSTEMS, INC.	Accounts Payable	Outstanding	AP Automation	-5,685.00
09/02/2021		<a href="#">APA000540</a>	R.S. HUGHES	Accounts Payable	Outstanding	AP Automation	-312.81
09/02/2021		<a href="#">APA000541</a>	ALTERITY GROUP	Accounts Payable	Outstanding	AP Automation	-985.16
09/02/2021		<a href="#">APA000542</a>	CALIF INTERGOVERNMENTAL RISK AUTHORITY	Accounts Payable	Outstanding	AP Automation	-148,266.53
09/02/2021		<a href="#">APA000543</a>	RYAN P. MULVILHILL	Accounts Payable	Outstanding	AP Automation	-325.00
09/02/2021		<a href="#">APA000544</a>	BOB NISHIYAMA INVESTIGATIONS	Accounts Payable	Outstanding	AP Automation	-1,084.40
09/02/2021		<a href="#">APA000545</a>	CLEARLAKE LAVA, INC.	Accounts Payable	Outstanding	AP Automation	-262.76
09/02/2021		<a href="#">APA000546</a>	PACE ENGINEERING, INC.	Accounts Payable	Outstanding	AP Automation	-2,450.00
09/02/2021		<a href="#">APA000547</a>	GROW WEST	Accounts Payable	Outstanding	AP Automation	-736.81
09/02/2021		<a href="#">APA000548</a>	PETERSON	Accounts Payable	Outstanding	AP Automation	-183.27
09/02/2021		<a href="#">APA000549</a>	ARAMARK UNIFORM SERVICES	Accounts Payable	Outstanding	AP Automation	-68.70
09/02/2021		<a href="#">APA000550</a>	STAPLES BUSINESS CREDIT-BUSINESS ADVANTAGE	Accounts Payable	Outstanding	AP Automation	-1,300.44
09/02/2021		<a href="#">APA000551</a>	TRIEPEI SMITH & ASSOCIATES, INC.	Accounts Payable	Outstanding	AP Automation	-2,900.00
09/02/2021		<a href="#">APA000552</a>	PACE SUPPLY #03391-00	Accounts Payable	Outstanding	AP Automation	-9,516.53
09/02/2021		<a href="#">APA000553</a>	AmWINS GROUP BENEFITS, INC.	Accounts Payable	Outstanding	AP Automation	-20,275.80
09/02/2021		<a href="#">APA000554</a>	GRANITE CONSTRUCTION COMPANY	Accounts Payable	Outstanding	AP Automation	-488.20
09/02/2021		<a href="#">APA000555</a>	O'REILLY AUTO PARTS	Accounts Payable	Outstanding	AP Automation	-16.63
09/02/2021		<a href="#">APA000556</a>	JONAS ENERGY SOLUTIONS	Accounts Payable	Outstanding	AP Automation	-10,706.12
09/02/2021		<a href="#">APA000557</a>	NHA ADVISORS	Accounts Payable	Outstanding	AP Automation	-2,500.00
09/02/2021		<a href="#">APA000558</a>	MYERS STEVENS & TOOHEY & CO.	Accounts Payable	Outstanding	AP Automation	-356.40
09/02/2021		<a href="#">APA000559</a>	MEDIACOM	Accounts Payable	Outstanding	AP Automation	-166.73
09/02/2021		<a href="#">APA000560</a>	IT'S ABOUT TIME, INC	Accounts Payable	Outstanding	AP Automation	-221.41
09/02/2021		<a href="#">APA000561</a>	WOOD RODGERS	Accounts Payable	Outstanding	AP Automation	-3,655.00
09/02/2021		<a href="#">APA000562</a>	SUTTER LAKESIDE HOSPITAL	Accounts Payable	Outstanding	AP Automation	-50.00

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Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
09/02/2021		<a href="#">APA000563</a>	BADGER METER	Accounts Payable	Outstanding	AP Automation	-1,478.75
09/02/2021		<a href="#">APA000564</a>	LAKE APC	Accounts Payable	Outstanding	AP Automation	-6,652.43
09/02/2021		<a href="#">APA000565</a>	RICOH - WELLS FARGO VENDOR FIN SVCS, LLC	Accounts Payable	Outstanding	AP Automation	-1,073.80
09/02/2021		<a href="#">APA000566</a>	VERIZON WIRELESS	Accounts Payable	Outstanding	AP Automation	-305.00
09/02/2021		<a href="#">APA000567</a>	FED EX	Accounts Payable	Outstanding	AP Automation	-26.12
09/02/2021		<a href="#">APA000568</a>	U.S. BANK	Accounts Payable	Outstanding	AP Automation	-5,517.37
09/02/2021		<a href="#">APA000569</a>	ALPHA ANALYTICAL LABORATORIES	Accounts Payable	Outstanding	AP Automation	-226.00
09/02/2021		<a href="#">APA000570</a>	RASH CURTIS	Accounts Payable	Outstanding	AP Automation	-79.45
09/02/2021		<a href="#">APA000571</a>	PRENTICE LONG, PC	Accounts Payable	Outstanding	AP Automation	-940.50
09/02/2021		<a href="#">APA000572</a>	RAINBOW AGRICULTURAL SERVICES	Accounts Payable	Outstanding	AP Automation	-560.87
09/02/2021		<a href="#">APA000573</a>	LAKE COUNTY ELECTRIC SUPPLY	Accounts Payable	Outstanding	AP Automation	-6,864.62
09/02/2021		<a href="#">APA000574</a>	PONTON INDUSTRIES, INC.	Accounts Payable	Outstanding	AP Automation	-1,073.36
09/02/2021		<a href="#">APA000575</a>	MC MASTER-CARR SUPPLY CO.	Accounts Payable	Outstanding	AP Automation	-155.32
09/02/2021		<a href="#">APA000576</a>	AT&T	Accounts Payable	Outstanding	AP Automation	-970.13
09/02/2021		<a href="#">APA000577</a>	ADAMS ASHBY GROUP, LLC.	Accounts Payable	Outstanding	AP Automation	-16,000.00
09/02/2021		<a href="#">APA000578</a>	COUNTY OF LAKE-ANIMAL CONTROL	Accounts Payable	Outstanding	AP Automation	-412.50
09/02/2021		<a href="#">APA000579</a>	TAC STUDIOS	Accounts Payable	Outstanding	AP Automation	-750.00
09/02/2021		<a href="#">APA000580</a>	MAGIC INTERIORS	Accounts Payable	Outstanding	AP Automation	-141.57
09/02/2021		<a href="#">APA000581</a>	THE WORKS INC/MLS - LSQ FUNDING GROUP	Accounts Payable	Outstanding	AP Automation	-4,112.37
09/02/2021		<a href="#">APA000582</a>	THE WORKS INC/MLS - LSQ FUNDING GROUP	Accounts Payable	Outstanding	AP Automation	-2,051.64
09/02/2021		<a href="#">APA000583</a>	RIPALOG, LLC	Accounts Payable	Outstanding	AP Automation	-5,400.00
09/02/2021		<a href="#">APA000584</a>	BB&T GOVERNMENTAL FINANCE	Accounts Payable	Outstanding	AP Automation	-201,174.00
09/02/2021		<a href="#">APA000585</a>	MC MASTER-CARR SUPPLY CO.	Accounts Payable	Outstanding	AP Automation	-662.24
09/03/2021		<a href="#">REFAPA000238</a>	MIWALL CORPORATION	Accounts Payable	Outstanding	Bank Draft Reversal	1,290.00
09/09/2021		<a href="#">APA000307</a>	DAVIS TIRE & AUTO REPAIR	Accounts Payable	Outstanding	Bank Draft Reversal	100.00
09/10/2021		<a href="#">59259</a>	AFLAC	Accounts Payable	Outstanding	Check	-658.74
09/10/2021		<a href="#">59260</a>	CA STATE DISBURSEMENT UNIT	Accounts Payable	Outstanding	Check	-148.78
09/10/2021		<a href="#">59261</a>	FRANCHISE TAX BOARD	Accounts Payable	Outstanding	Check	-100.00
09/10/2021		<a href="#">59262</a>	LAKEPORT EMPLOYEE'S ASSOC	Accounts Payable	Outstanding	Check	-330.00
09/10/2021		<a href="#">59263</a>	LPOA	Accounts Payable	Outstanding	Check	-490.00
09/10/2021		<a href="#">59264</a>	NATIONWIDE RETIREMENT SOLUTION	Accounts Payable	Outstanding	Check	-925.00
09/10/2021		<a href="#">59265</a>	VALIC - C/O JP MORGAN CHASE	Accounts Payable	Outstanding	Check	-2,342.04
09/10/2021		<a href="#">DFT0002331</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-2,862.14
09/10/2021		<a href="#">DFT0002332</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-2,890.76
09/10/2021		<a href="#">DFT0002333</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-2,680.54
09/10/2021		<a href="#">DFT0002334</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-3,014.13
09/10/2021		<a href="#">DFT0002335</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-3,821.99
09/10/2021		<a href="#">DFT0002336</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-5,828.53
09/10/2021		<a href="#">DFT0002337</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-833.69
09/10/2021		<a href="#">DFT0002338</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-2,018.45
09/10/2021		<a href="#">DFT0002339</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-43.71
09/10/2021		<a href="#">DFT0002340</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-7.64
09/10/2021		<a href="#">DFT0002341</a>	IRS	Accounts Payable	Outstanding	Bank Draft	-3,615.80

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Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
09/10/2021		<a href="#">DFT0002342</a>	CA EMP DEVELOPMENT DEPT	Accounts Payable	Outstanding	Bank Draft	-4,032.64
09/10/2021		<a href="#">DFT0002343</a>	CA EMP DEVELOPMENT DEPT	Accounts Payable	Outstanding	Bank Draft	-1,495.00
09/10/2021		<a href="#">DFT0002344</a>	IRS	Accounts Payable	Outstanding	Bank Draft	-11,376.52
09/10/2021		<a href="#">DFT0002345</a>	IRS	Accounts Payable	Outstanding	Bank Draft	-670.84
09/14/2021		<a href="#">59266</a>	ANDREW WELTER	Accounts Payable	Outstanding	Check	-176.00
09/14/2021		<a href="#">59267</a>	CHRIS PION	Accounts Payable	Outstanding	Check	-60.00
09/14/2021		<a href="#">59268</a>	DIANE STAWICKI	Accounts Payable	Outstanding	Check	-14.00
09/14/2021		<a href="#">59269</a>	DOUG GRIDER	Accounts Payable	Outstanding	Check	-453.52
09/14/2021		<a href="#">59270</a>	JEN VALADOR	Accounts Payable	Outstanding	Check	-14.00
09/14/2021		<a href="#">59271</a>	LAKEPORT DISPOSAL, INC.	Accounts Payable	Outstanding	Check	-86,339.21
09/14/2021		<a href="#">59272</a>	LISA CESANO	Accounts Payable	Outstanding	Check	-14.00
09/14/2021		<a href="#">59273</a>	PAUL HARRIS	Accounts Payable	Outstanding	Check	-71.00
09/16/2021		<a href="#">APA000586</a>	PERKINS SEPTIC TANK CLEANING	Accounts Payable	Outstanding	AP Automation	-1,223.43
09/16/2021		<a href="#">APA000587</a>	JAMES DAY CONSTRUCTION, INC.	Accounts Payable	Outstanding	AP Automation	-25,075.00
09/16/2021		<a href="#">APA000588</a>	USA BLUE BOOK	Accounts Payable	Outstanding	AP Automation	-1,104.35
09/16/2021		<a href="#">APA000589</a>	WESTGATE PETROLEUM CO., INC.	Accounts Payable	Outstanding	AP Automation	-3,275.36
09/16/2021		<a href="#">APA000590</a>	TIRE HUB	Accounts Payable	Outstanding	AP Automation	-334.35
09/16/2021		<a href="#">APA000591</a>	PG&E	Accounts Payable	Outstanding	AP Automation	-558.69
09/16/2021		<a href="#">APA000592</a>	AT&T CALNET3	Accounts Payable	Outstanding	AP Automation	-1,981.69
09/16/2021		<a href="#">APA000593</a>	N & S TRACTOR	Accounts Payable	Outstanding	AP Automation	-636.58
09/16/2021		<a href="#">APA000594</a>	SYAR INDUSTRIES, INC.	Accounts Payable	Outstanding	AP Automation	-2,116.94
09/16/2021		<a href="#">APA000595</a>	DEPT OF JUSTICE	Accounts Payable	Outstanding	AP Automation	-175.00
09/16/2021		<a href="#">APA000596</a>	PAPE MACHINERY	Accounts Payable	Outstanding	AP Automation	-87.92
09/16/2021		<a href="#">APA000597</a>	DEBRA ENGLAND	Accounts Payable	Outstanding	AP Automation	-675.00
09/16/2021		<a href="#">APA000598</a>	CLEARLAKE LAVA, INC.	Accounts Payable	Outstanding	AP Automation	-525.53
09/16/2021		<a href="#">APA000599</a>	VISIT LAKE COUNTY CALIFORNIA	Accounts Payable	Outstanding	AP Automation	-10,523.80
09/16/2021		<a href="#">APA000600</a>	STANDARD PRINTING COMPANY	Accounts Payable	Outstanding	AP Automation	-565.42
09/16/2021		<a href="#">APA000601</a>	US BANK NATIONAL ASSOCIATION	Accounts Payable	Outstanding	AP Automation	-197,344.40
09/16/2021		<a href="#">APA000602</a>	THATCHER COMPANY OF CA., INC.	Accounts Payable	Outstanding	AP Automation	-3,246.96
09/16/2021		<a href="#">APA000603</a>	COMMUNITY DEVELOPMENT SERVICES	Accounts Payable	Outstanding	AP Automation	-806.00
09/16/2021		<a href="#">APA000604</a>	ARAMARK UNIFORM SERVICES	Accounts Payable	Outstanding	AP Automation	-68.70
09/16/2021		<a href="#">APA000605</a>	RICOH USA, INC.	Accounts Payable	Outstanding	AP Automation	-97.49
09/16/2021		<a href="#">APA000606</a>	AVENU MUNI SERVICES	Accounts Payable	Outstanding	AP Automation	-556.51
09/16/2021		<a href="#">APA000607</a>	GHILOTTI CONSTRUCTION COMPANY	Accounts Payable	Outstanding	AP Automation	-6,436.07
09/16/2021		<a href="#">APA000608</a>	ENTERPRISE - EAN SERVICES, LLC	Accounts Payable	Outstanding	AP Automation	-269.27
09/16/2021		<a href="#">APA000609</a>	LEXIS NEXIS RISK SOLUTIONS	Accounts Payable	Outstanding	AP Automation	-30.00
09/16/2021		<a href="#">APA000610</a>	WEST COAST ENERGY SYSTEMS LLC	Accounts Payable	Outstanding	AP Automation	-571.64
09/16/2021		<a href="#">APA000611</a>	FASTENAL COMPANY	Accounts Payable	Outstanding	AP Automation	-120.93
09/16/2021		<a href="#">APA000612</a>	STUDIO W ARCHITECTS	Accounts Payable	Outstanding	AP Automation	-2,200.01
09/16/2021		<a href="#">APA000613</a>	PACE SUPPLY #03391-00	Accounts Payable	Outstanding	AP Automation	-384.61
09/16/2021		<a href="#">APA000614</a>	AmWINS GROUP BENEFITS, INC.	Accounts Payable	Outstanding	AP Automation	-21,570.00
09/16/2021		<a href="#">APA000615</a>	NUSO	Accounts Payable	Outstanding	AP Automation	-268.15
09/16/2021		<a href="#">APA000616</a>	GRANITE CONSTRUCTION COMPANY	Accounts Payable	Outstanding	AP Automation	-797.51

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Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
09/16/2021		<a href="#">APA000617</a>	TUFTS POLYGRAPH & INVESTIGATIONS	Accounts Payable	Outstanding	AP Automation	-250.00
09/16/2021		<a href="#">APA000618</a>	RICH-TED TRUCKING, INC.	Accounts Payable	Outstanding	AP Automation	-975.00
09/16/2021		<a href="#">APA000619</a>	O'REILLY AUTO PARTS	Accounts Payable	Outstanding	AP Automation	-184.05
09/16/2021		<a href="#">APA000620</a>	VANCE LAND SURVEYING	Accounts Payable	Outstanding	AP Automation	-2,800.00
09/16/2021		<a href="#">APA000621</a>	US POSTMASTER - ARIZONA	Accounts Payable	Outstanding	AP Automation	-958.26
09/16/2021		<a href="#">APA000622</a>	PITNEY BOWES GLOBAL FINANCIAL SVCS	Accounts Payable	Outstanding	AP Automation	-166.01
09/16/2021		<a href="#">APA000623</a>	MEDIACOM	Accounts Payable	Outstanding	AP Automation	-1,640.85
09/16/2021		<a href="#">APA000624</a>	PEOPLE SERVICES, INC.	Accounts Payable	Outstanding	AP Automation	-213.88
09/16/2021		<a href="#">APA000625</a>	PRECISION WIRELESS SERVICE	Accounts Payable	Outstanding	AP Automation	-350.00
09/16/2021		<a href="#">APA000626</a>	SSA LANDSCAPE ARCHITECTS, INC.	Accounts Payable	Outstanding	AP Automation	-16,823.48
09/16/2021		<a href="#">APA000627</a>	LIGHTHOUSE BIS, LLC	Accounts Payable	Outstanding	AP Automation	-114.00
09/16/2021		<a href="#">APA000628</a>	KELSEYVILLE TNT MINI STORAGE	Accounts Payable	Outstanding	AP Automation	-566.00
09/16/2021		<a href="#">APA000629</a>	ONLINE INFORMATION SERVICES	Accounts Payable	Outstanding	AP Automation	-46.80
09/16/2021		<a href="#">APA000630</a>	HIGH COUNTRY SECURITY	Accounts Payable	Outstanding	AP Automation	-255.00
09/16/2021		<a href="#">APA000631</a>	SHN CONSULTING ENGINEERS & GEO	Accounts Payable	Outstanding	AP Automation	-1,263.75
09/16/2021		<a href="#">APA000632</a>	LAKE APC	Accounts Payable	Outstanding	AP Automation	-19,191.43
09/16/2021		<a href="#">APA000633</a>	RICOH - WELLS FARGO VENDOR FIN SVCS, LLC	Accounts Payable	Outstanding	AP Automation	-582.57
09/16/2021		<a href="#">APA000634</a>	VERIZON WIRELESS	Accounts Payable	Outstanding	AP Automation	-374.83
09/16/2021		<a href="#">APA000635</a>	VALLEY TOXICOLOGY SERVICES INC	Accounts Payable	Outstanding	AP Automation	-170.00
09/16/2021		<a href="#">APA000636</a>	FED EX	Accounts Payable	Outstanding	AP Automation	-10.84
09/16/2021		<a href="#">APA000637</a>	DEEP VALLEY SECURITY	Accounts Payable	Outstanding	AP Automation	-247.85
09/16/2021		<a href="#">APA000638</a>	STAPLES COMMERCIAL MORE ACCOUNT	Accounts Payable	Outstanding	AP Automation	-525.28
09/16/2021		<a href="#">APA000639</a>	ALPHA ANALYTICAL LABORATORIES	Accounts Payable	Outstanding	AP Automation	-114.00
09/16/2021		<a href="#">APA000640</a>	PRENTICE LONG, PC	Accounts Payable	Outstanding	AP Automation	-693.00
09/16/2021		<a href="#">APA000641</a>	LAKE COUNTY RECORD BEE	Accounts Payable	Outstanding	AP Automation	-3,692.29
09/16/2021		<a href="#">APA000642</a>	LAKE COUNTY ELECTRIC SUPPLY	Accounts Payable	Outstanding	AP Automation	-408.78
09/16/2021		<a href="#">APA000643</a>	AT&T	Accounts Payable	Outstanding	AP Automation	-149.10
09/16/2021		<a href="#">APA000644</a>	REVIZE, LLC.	Accounts Payable	Outstanding	AP Automation	-2,100.00
09/16/2021		<a href="#">APA000645</a>	ELITE PARTS	Accounts Payable	Outstanding	AP Automation	-321.82
09/16/2021		<a href="#">APA000646</a>	THE WORKS INC/MLS - LSQ FUNDING GROUP	Accounts Payable	Outstanding	AP Automation	-2,225.78
09/20/2021		<a href="#">59274</a>	JENNI BYERS	Accounts Payable	Outstanding	Check	-89.00
09/20/2021		<a href="#">59275</a>	KEVIN M. INGRAM	Accounts Payable	Outstanding	Check	-89.00
09/20/2021		<a href="#">59276</a>	MICHAEL FROIO	Accounts Payable	Outstanding	Check	-89.00
09/20/2021		<a href="#">59277</a>	MIREYA TURNER	Accounts Payable	Outstanding	Check	-89.00
09/20/2021		<a href="#">59278</a>	NICK WALKER	Accounts Payable	Outstanding	Check	-89.00
09/20/2021		<a href="#">59279</a>	STACEY MATTINA	Accounts Payable	Outstanding	Check	-89.00
09/24/2021		<a href="#">59283</a>	AFLAC	Accounts Payable	Outstanding	Check	-658.74
09/24/2021		<a href="#">59284</a>	CA STATE DISBURSEMENT UNIT	Accounts Payable	Outstanding	Check	-148.78
09/24/2021		<a href="#">59285</a>	FRANCHISE TAX BOARD	Accounts Payable	Outstanding	Check	-100.00
09/24/2021		<a href="#">59286</a>	LAKEPORT EMPLOYEE'S ASSOC	Accounts Payable	Outstanding	Check	-345.00
09/24/2021		<a href="#">59287</a>	LEGALSHIELD	Accounts Payable	Outstanding	Check	-211.85
09/24/2021		<a href="#">59288</a>	LPOA	Accounts Payable	Outstanding	Check	-490.00
09/24/2021		<a href="#">59289</a>	NATIONWIDE RETIREMENT SOLUTION	Accounts Payable	Outstanding	Check	-925.00

**Bank Transaction Report**

**Issued Date Range: -**

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
09/24/2021		<a href="#">59290</a>	VALIC - C/O JP MORGAN CHASE	Accounts Payable	Outstanding	Check	-2,342.04
09/24/2021		<a href="#">DFT0002349</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-3,306.30
09/24/2021		<a href="#">DFT0002350</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-3,339.39
09/24/2021		<a href="#">DFT0002351</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-2,776.41
09/24/2021		<a href="#">DFT0002352</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-3,121.93
09/24/2021		<a href="#">DFT0002353</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-3,941.47
09/24/2021		<a href="#">DFT0002354</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-6,010.74
09/24/2021		<a href="#">DFT0002355</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-864.59
09/24/2021		<a href="#">DFT0002356</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-2,093.26
09/24/2021		<a href="#">DFT0002357</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-43.71
09/24/2021		<a href="#">DFT0002358</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-7.64
09/24/2021		<a href="#">DFT0002359</a>	IRS	Accounts Payable	Outstanding	Bank Draft	-3,737.80
09/24/2021		<a href="#">DFT0002360</a>	CA EMP DEVELOPMENT DEPT	Accounts Payable	Outstanding	Bank Draft	-4,318.72
09/24/2021		<a href="#">DFT0002361</a>	CA EMP DEVELOPMENT DEPT	Accounts Payable	Outstanding	Bank Draft	-1,541.76
09/24/2021		<a href="#">DFT0002362</a>	IRS	Accounts Payable	Outstanding	Bank Draft	-11,881.27
09/24/2021		<a href="#">DFT0002363</a>	IRS	Accounts Payable	Outstanding	Bank Draft	-577.84
09/27/2021		<a href="#">59291</a>	MELISSA BEDFORD	Accounts Payable	Outstanding	Check	-146.12
09/27/2021		<a href="#">59292</a>	TAMARA PRATHER	Accounts Payable	Outstanding	Check	-330.00
09/27/2021		<a href="#">APA000647</a>	ARGONAUT CONSTRUCTORS	Accounts Payable	Outstanding	AP Automation	-325,554.55
09/27/2021		<a href="#">APA000648</a>	CLEAR LAKE ENVIRONMENTAL RESEARCH CENTER	Accounts Payable	Outstanding	AP Automation	-2,373.00
09/27/2021		<a href="#">APA000649</a>	OCCUPATIONAL HEALTH CENTERS OF CALIF	Accounts Payable	Outstanding	AP Automation	-184.00
09/27/2021		<a href="#">APA000650</a>	REMIF	Accounts Payable	Outstanding	AP Automation	-147.68
09/27/2021		<a href="#">APA000651</a>	REMIF	Accounts Payable	Outstanding	AP Automation	-83,477.44
09/27/2021		<a href="#">APA000652</a>	TECHNOFLO SYSTEMS	Accounts Payable	Outstanding	AP Automation	-791.55
09/27/2021		<a href="#">APA000653</a>	USA BLUE BOOK	Accounts Payable	Outstanding	AP Automation	-816.36
09/27/2021		<a href="#">APA000654</a>	MINTIERHARNISH PLANNING CONSULTANTS	Accounts Payable	Outstanding	AP Automation	-7,263.98
09/27/2021		<a href="#">APA000655</a>	LAKEPORT CAMPER & TRUCK	Accounts Payable	Outstanding	AP Automation	-282.75
09/27/2021		<a href="#">APA000656</a>	PG&E	Accounts Payable	Outstanding	AP Automation	-30,941.25
09/27/2021		<a href="#">APA000657</a>	TRI-CITIES ANSWERING SERVICE	Accounts Payable	Outstanding	AP Automation	-130.70
09/27/2021		<a href="#">APA000658</a>	CLEARLAKE REDI-MIX INC.	Accounts Payable	Outstanding	AP Automation	-2,375.07
09/27/2021		<a href="#">APA000659</a>	SAFETY-KLEEN CORPORATION	Accounts Payable	Outstanding	AP Automation	-230.20
09/27/2021		<a href="#">APA000660</a>	R.S. HUGHES	Accounts Payable	Outstanding	AP Automation	-57.12
09/27/2021		<a href="#">APA000661</a>	PITNEY BOWES PURCHASE POWER	Accounts Payable	Outstanding	AP Automation	-503.50
09/27/2021		<a href="#">APA000662</a>	APEX TECHNOLOGY MGMT, INC.	Accounts Payable	Outstanding	AP Automation	-1,715.61
09/27/2021		<a href="#">APA000663</a>	NAPA AUTO - LAKE PARTS	Accounts Payable	Outstanding	AP Automation	-561.52
09/27/2021		<a href="#">APA000664</a>	PACE ENGINEERING, INC.	Accounts Payable	Outstanding	AP Automation	-8,137.50
09/27/2021		<a href="#">APA000665</a>	PITNEY BOWES - SUPPLIES	Accounts Payable	Outstanding	AP Automation	-195.75
09/27/2021		<a href="#">APA000666</a>	FRANK HAAS	Accounts Payable	Outstanding	AP Automation	-1,855.00
09/27/2021		<a href="#">APA000667</a>	ARAMARK UNIFORM SERVICES	Accounts Payable	Outstanding	AP Automation	-45.80
09/27/2021		<a href="#">APA000668</a>	STAPLES BUSINESS CREDIT-BUSINESS ADVANTAGE	Accounts Payable	Outstanding	AP Automation	-1,680.17
09/27/2021		<a href="#">APA000669</a>	RICOH USA, INC.	Accounts Payable	Outstanding	AP Automation	-141.16
09/27/2021		<a href="#">APA000670</a>	MIWALL CORPORATION	Accounts Payable	Outstanding	AP Automation	-1,290.00
09/27/2021		<a href="#">APA000671</a>	REDWOOD COAST FUELS	Accounts Payable	Outstanding	AP Automation	-4,181.37

**Bank Transaction Report**

**Issued Date Range: -**

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
09/27/2021		<a href="#">APA000672</a>	PACE SUPPLY #03391-00	Accounts Payable	Outstanding	AP Automation	-3,665.66
09/27/2021		<a href="#">APA000673</a>	PACE SUPPLY #03391-00	Accounts Payable	Outstanding	AP Automation	-201.76
09/27/2021		<a href="#">APA000674</a>	IMAGE SALES, INC.	Accounts Payable	Outstanding	AP Automation	-43.94
09/27/2021		<a href="#">APA000675</a>	GRANITE CONSTRUCTION COMPANY	Accounts Payable	Outstanding	AP Automation	-738.31
09/27/2021		<a href="#">APA000676</a>	MEDIACOM	Accounts Payable	Outstanding	AP Automation	-166.73
09/27/2021		<a href="#">APA000677</a>	MYERS STEVENS & TOOHEY & CO.	Accounts Payable	Outstanding	AP Automation	-326.70
09/27/2021		<a href="#">APA000678</a>	SILVERADO AVIONICS, INC	Accounts Payable	Outstanding	AP Automation	-3,904.29
09/27/2021		<a href="#">APA000679</a>	IT'S ABOUT TIME, INC	Accounts Payable	Outstanding	AP Automation	-233.82
09/27/2021		<a href="#">APA000680</a>	POLESTAR COMPUTERS	Accounts Payable	Outstanding	AP Automation	-3,920.00
09/27/2021		<a href="#">APA000681</a>	WOOD RODGERS	Accounts Payable	Outstanding	AP Automation	-13,927.50
09/27/2021		<a href="#">APA000682</a>	BADGER METER	Accounts Payable	Outstanding	AP Automation	-298.93
09/27/2021		<a href="#">APA000683</a>	RB PEST CONTROL	Accounts Payable	Outstanding	AP Automation	-320.00
09/27/2021		<a href="#">APA000684</a>	KELSEYVILLE SEPTIC & SANITARY	Accounts Payable	Outstanding	AP Automation	-318.40
09/27/2021		<a href="#">APA000685</a>	RICOH - WELLS FARGO VENDOR FIN SVCS, LLC	Accounts Payable	Outstanding	AP Automation	-491.23
09/27/2021		<a href="#">APA000686</a>	VERIZON CONNECT NWF, INC.	Accounts Payable	Outstanding	AP Automation	-161.90
09/27/2021		<a href="#">APA000687</a>	VERIZON WIRELESS	Accounts Payable	Outstanding	AP Automation	-485.26
09/27/2021		<a href="#">APA000688</a>	ALPHA ANALYTICAL LABORATORIES	Accounts Payable	Outstanding	AP Automation	-1,720.00
09/27/2021		<a href="#">APA000689</a>	LAKE COUNTY ELECTRIC SUPPLY	Accounts Payable	Outstanding	AP Automation	-232.79
09/27/2021		<a href="#">APA000690</a>	AT&T	Accounts Payable	Outstanding	AP Automation	-154.38
09/27/2021		<a href="#">APA000691</a>	GLOBAL DIVING & SALVAGE, INC	Accounts Payable	Outstanding	AP Automation	-22,880.00
09/27/2021		<a href="#">APA000692</a>	ADAMS ASHBY GROUP, LLC.	Accounts Payable	Outstanding	AP Automation	-1,412.50
09/27/2021		<a href="#">APA000693</a>	WILLDAN FINANCIAL SERVICES	Accounts Payable	Outstanding	AP Automation	-1,020.00
09/27/2021		<a href="#">APA000694</a>	COLANTUONO, HIGHSMITH & WHATLEY, PC	Accounts Payable	Outstanding	AP Automation	-12,525.64
<b>Bank Account 15-0352000798 Total: (360)</b>							<b>-2,641,023.18</b>
<b>Report Total: (360)</b>							<b>-2,641,023.18</b>



**Summary**

Bank Account	Count	Amount
<a href="#">15-0352000798 POOLED CASH BANK</a>	360	-2,641,023.18
<b>Report Total:</b>	<b>360</b>	<b>-2,641,023.18</b>

Cash Account	Count	Amount
<a href="#">998 998-0000-101000 POOLED CASH - WEST AMERICA</a>	360	-2,641,023.18
<b>Report Total:</b>	<b>360</b>	<b>-2,641,023.18</b>

Transaction Type	Count	Amount
AP Automation	243	-2,039,851.43
Bank Draft	65	-400,296.12
Bank Draft Reversal	3	1,420.00
Check	49	-202,295.63
<b>Report Total:</b>	<b>360</b>	<b>-2,641,023.18</b>



# CITY OF LAKEPORT

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

<b>STAFF REPORT</b>	
<b>RE:</b> Update to Master Salary Schedule	<b>MEETING DATE:</b> 10/05/2021
<b>SUBMITTED BY:</b> Kelly Buendia, Administrative Services Director	
<b>PURPOSE OF REPORT:</b> <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 updates to the Master Salary Schedule.

**BACKGROUND/DISCUSSION:**

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

The City Council approved an Unrepresented Management Compensation and Benefits program on Resolution 2825 (2021), which included salary adjustments effective 9/4/2021. The City Council approved a Memorandum of Understanding with the Lakeport Employee’s Association on Resolution 2830 (2021), which included changes to salary effective 9/18/2021.

The City Council will need to adopt a revised Master Pay Schedule to reflect the approved changes. In compliance with California Code of Regulations section 570.5, the revised schedule will be made publically available on the city’s website.

**OPTIONS:**

The Council could deny this request and provide other direction to staff.

**FISCAL IMPACT:**

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

Budgeted Item?     Yes     No

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

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

**SUGGESTED MOTIONS:**

Move to approve a Resolution rescinding Resolution 2808 (2021) and revising the Master Pay Schedule in conformance with California Code of Regulations, Title 2, Section 570.5.

**Attachments:**

1. Strikethrough Salary Schedule
2. Resolution Rescinding Resolution 2808 (2021) and Revising the Master Pay Schedule in Conformance with California Code of Regulations Title 2, Section 570.5
3. Master Salary Schedule

**CITY OF LAKEPORT**  
**MASTER PAY SCHEDULE**  
**MONTHLY RATES WITH STEPS**  
**Dated 10/05/2021**  
*(Effective Dates Vary)*

	Job Classification	Class Range	Unit	Steps					
				A	B	C	D	E	F
	<del>Administrative Analyst</del>	41	LEA	-4,023	-4,204	-4,410	-4,623	-4,846	-5,081
	Administrative Analyst	GU206	LEA	4,115	4,321	4,537	4,764	5,002	5,252
	<del>Administrative Services Director/City Clerk</del>	E-4A	UM	-7,043	-7,398	-7,766	-8,285	-9,137	n-a
	Administrative Services Dir./City Clerk	MM173	UM	8,029	8,430	8,852	9,295	9,760	n-a
	<del>Administrative Specialist I</del>	33	LEA	-2,883	-3,023	-3,166	-3,322	-3,478	-3,648
	Administrative Specialist I	GU140	LEA	2,962	3,110	3,266	3,429	3,600	3,780
	<del>Administrative Specialist II</del>	37	LEA	-3,393	-3,556	-3,726	-3,904	-4,091	-4,298
*	Administrative Specialist II	GU174	LEA	3,508	3,683	3,867	4,060	4,263	4,476
	<del>Assistant City Manager</del>	E-5A	UM	-8,466	-8,889	-9,333	-9,800	-10,290	n-a
	Assistant City Manager	MM190	UM	8,739	9,176	9,635	10,117	10,623	n-a
	<del>Assistant Planner</del>	38	LEA	-3,538	-3,712	-3,889	-4,082	-4,279	-4,484
	Assistant Planner	GU181	LEA	3,634	3,816	4,007	4,207	4,417	4,638
	<del>Associate Planner</del>	44	LEA	-4,562	-4,783	-5,017	-5,259	-5,512	-5,787
	Associate Planner	GU233	LEA	4,709	4,944	5,191	5,451	5,724	6,010
	<del>Building Inspector</del>	42	LEA	-4,178	-4,368	-4,582	-4,803	-5,036	-5,280
	Building Inspector	GU213	LEA	4,262	4,475	4,699	4,934	5,181	5,440
	<del>Building Official</del>	E-1	UM	-5,380	-5,650	-5,932	-6,327	-6,647	n-a
	Building Official	MM123	UM	6,256	6,569	6,897	7,242	7,604	n-a
	<del>City Engineer/Public Works Director</del>	E-5	UM	-8,348	-8,765	-9,203	-9,817	-10,312	n-a
	City Engineer/Public Works Director	MM229	UM	10,618	11,149	11,706	12,291	12,906	n-a
	City Manager	n-a	contract	11,737	n-a	n-a	n-a	n-a	n-a
	<del>Community Development Director</del>	E-4	UM	-7,043	-7,398	-7,766	-8,285	-8,702	n-a
	Community Development Director	MM177	UM	8,191	8,601	9,031	9,483	9,957	n-a
	<del>Community Service Officer</del>	34.7	LEA	-2,992	-3,109	-3,256	-3,412	-3,575	-3,752
	<del>Compliance Coordinator I</del>	E-1	UM	-5,380	-5,650	-5,932	-6,327	-6,647	n-a
	Compliance Coordinator I	MM102	UM	5,634	5,916	6,212	6,523	6,849	n-a
	<del>Compliance Coordinator II</del>	E-2	UM	-5,932	-6,230	-6,542	-6,976	-7,329	n-a
	Compliance Coordinator II	MM122	UM	6,225	6,536	6,863	7,206	7,566	n-a
	<del>Deputy City Clerk I</del>	35	LEA	-3,124	-3,272	-3,432	-3,600	-3,822	-3,957
	Deputy City Clerk I	GU156	LEA	3,208	3,368	3,536	3,713	3,899	4,094
	<del>Deputy City Clerk II</del>	38	LEA	-3,538	-3,712	-3,889	-4,082	-4,279	-4,484
	Deputy City Clerk II	GU181	LEA	3,634	3,816	4,007	4,207	4,417	4,638
	<del>Deputy City Clerk III - Records Supervisor</del>	44	LEA	-4,562	-4,783	-5,017	-5,259	-5,512	-5,787
*	Deputy City Clerk III - Records Supervisor	GU233	LEA	4,709	4,944	5,191	5,451	5,724	6,010
	<del>Electrical Mechanical Technician (EMT)</del>	44	LEA	-4,562	-4,783	-5,017	-5,259	-5,512	-5,787
	Electrical Mechanical Technician (EMT)	GU233	LEA	4,709	4,944	5,191	5,451	5,724	6,010
	<del>EMC Supervisor</del>	40	LEA	-3,846	-4,034	-4,228	-4,434	-4,651	-4,872
	<del>Engineering Technician I</del>	37	LEA	-3,393	-3,556	-3,726	-3,904	-4,091	-4,298
	Engineering Technician I	GU172	LEA	3,474	3,648	3,830	4,022	4,223	4,434
	<del>Engineering Technician II</del>	40	LEA	-3,846	-4,034	-4,228	-4,434	-4,651	-4,872

Engineering Technician II	GU197	LEA	3,935	4,132	4,339	4,556	4,784	5,023
<del>Equipment Mechanic I</del>	32	LEA	<del>2,776</del>	<del>2,910</del>	<del>3,048</del>	<del>3,197</del>	<del>3,352</del>	<del>3,509</del>
Equipment Mechanic I	GU131	LEA	2,832	2,974	3,123	3,279	3,443	3,615
<del>Equipment Mechanic II</del>	36	LEA	<del>3,247</del>	<del>3,409</del>	<del>3,569</del>	<del>3,744</del>	<del>3,923</del>	<del>4,118</del>
Equipment Mechanic II	GU175	LEA	3,526	3,702	3,887	4,081	4,285	4,499
<del>Finance Director</del>	E-4	UM	<del>7,043</del>	<del>7,398</del>	<del>7,766</del>	<del>8,285</del>	<del>8,702</del>	n-a
Finance Director	MM173	UM	8,029	8,430	8,852	9,295	9,760	n-a
<del>Financial Services Specialist I</del>	33	LEA	<del>2,883</del>	<del>3,023</del>	<del>3,166</del>	<del>3,322</del>	<del>3,478</del>	<del>3,648</del>
Financial Services Specialist I	GU140	LEA	2,962	3,110	3,266	3,429	3,600	3,780
<del>Financial Services Specialist II</del>	36	LEA	<del>3,247</del>	<del>3,409</del>	<del>3,569</del>	<del>3,744</del>	<del>3,923</del>	<del>4,118</del>
Financial Services Specialist II	GU165	LEA	3,355	3,523	3,699	3,884	4,078	4,282
<del>Financial Services Specialist III</del>	42	LEA	<del>4,178</del>	<del>4,368</del>	<del>4,582</del>	<del>4,803</del>	<del>5,036</del>	<del>5,280</del>
Financial Services Specialist III	GU213	LEA	4,262	4,475	4,699	4,934	5,181	5,440
<del>GIS/Asset Management Technician</del>	40	LEA	<del>3,846</del>	<del>4,034</del>	<del>4,228</del>	<del>4,434</del>	<del>4,651</del>	<del>4,872</del>
GIS/Asset Management Technician	GU199	LEA	3,975	4,174	4,383	4,602	4,832	5,074
<del>Government Accountant</del>	E-1	UM	<del>5,380</del>	<del>5,650</del>	<del>5,932</del>	<del>6,327</del>	<del>6,647</del>	n-a
Government Accountant	MM102	UM	5,634	5,916	6,212	6,523	6,849	n-a
<del>Housing Specialist</del>	41	LEA	<del>4,023</del>	<del>4,204</del>	<del>4,410</del>	<del>4,623</del>	<del>4,846</del>	<del>5,081</del>
Housing Specialist	GU206	LEA	4,115	4,321	4,537	4,764	5,002	5,252
<del>Maintenance Worker I</del>	31	LEA	<del>2,663</del>	<del>2,790</del>	<del>2,925</del>	<del>3,066</del>	<del>3,215</del>	<del>3,368</del>
Maintenance Worker I	GU138	LEA	2,932	3,079	3,233	3,395	3,565	3,743
<del>Maintenance Worker II</del>	36	LEA	<del>3,247</del>	<del>3,409</del>	<del>3,569</del>	<del>3,744</del>	<del>3,923</del>	<del>4,118</del>
Maintenance Worker II	GU165	LEA	3,355	3,523	3,699	3,884	4,078	4,282
<del>Maintenance Worker III</del>	38	LEA	<del>3,538</del>	<del>3,712</del>	<del>3,889</del>	<del>4,082</del>	<del>4,279</del>	<del>4,484</del>
Maintenance Worker III	GU181	LEA	3,634	3,816	4,007	4,207	4,417	4,638
<del>Office Specialist I</del>	29	LEA	<del>2,471</del>	<del>2,589</del>	<del>2,751</del>	<del>2,839</del>	<del>2,975</del>	<del>3,122</del>
Office Specialist	GU108	LEA	2,524	2,650	2,783	2,922	3,068	3,221
<del>Parks Leadworker</del>	38	LEA	<del>3,538</del>	<del>3,712</del>	<del>3,889</del>	<del>4,082</del>	<del>4,279</del>	<del>4,484</del>
Parks Leadworker	GU181	LEA	3,634	3,816	4,007	4,207	4,417	4,638
<del>Parks Maintenance Foreman</del>	40	LEA	<del>3,846</del>	<del>4,034</del>	<del>4,228</del>	<del>4,434</del>	<del>4,651</del>	<del>4,872</del>
Parks Maintenance Foreman	GU197	LEA	3,935	4,132	4,339	4,556	4,784	5,023
<del>Parks Maintenance Worker I</del>	31	LEA	<del>2,663</del>	<del>2,790</del>	<del>2,925</del>	<del>3,066</del>	<del>3,215</del>	<del>3,368</del>
Parks Maintenance Worker I	GU124	LEA	2,734	2,871	3,015	3,166	3,324	3,490
<del>Parks Maintenance Worker II</del>	33	LEA	<del>2,883</del>	<del>3,023</del>	<del>3,166</del>	<del>3,322</del>	<del>3,478</del>	<del>3,648</del>
Parks Maintenance Worker II	GU139	LEA	2,947	3,094	3,249	3,411	3,582	3,761
<del>Permit Technician</del>	38	LEA	<del>3,538</del>	<del>3,712</del>	<del>3,889</del>	<del>4,082</del>	<del>4,279</del>	<del>4,484</del>
Permit Technician	GU181	LEA	3,634	3,816	4,007	4,207	4,417	4,638
<del>Planning Services Manager</del>	E-1	UM	<del>5,380</del>	<del>5,650</del>	<del>5,932</del>	<del>6,327</del>	<del>6,647</del>	n-a
Planning Services Manager	MM102	UM	5,634	5,916	6,212	6,523	6,849	n-a
<del>Police Captain</del>	E-4B	UM	<del>7,679</del>	<del>8,063</del>	<del>8,466</del>	<del>8,889</del>	<del>9,334</del>	n-a
Police Captain	MM170	UM	7,909	8,304	8,719	9,155	9,613	n-a
<del>Police Chief</del>	E-5B	UM	<del>10,833</del>	n-a	n-a	n-a	n-a	n-a
Police Chief	MM202	UM	9,278	9,742	10,229	10,740	11,277	n-a
Police Detective	43.6	POA	5,450	5,723	6,009	6,310	6,625	6,957
<del>Police Lieutenant</del>	E-3B	UM	<del>6,965</del>	<del>7,313</del>	<del>7,679</del>	<del>8,063</del>	<del>8,466</del>	n-a
Police Lieutenant	MM151	UM	7,194	7,554	7,932	8,329	8,745	n-a
Police Officer I	38.6	POA	4,358	4,576	4,805	5,045	5,297	5,562
Police Officer II	39.6	POA	4,560	4,787	5,026	5,278	5,541	5,818
Police Officer III	40.6	POA	4,769	5,008	5,258	5,521	5,797	6,086

<del>Police Records Supervisor</del>	37.7	LEA	-4,238	-4,450	-4,679	-4,905	-5,145	-5,397
Police Records Supervisor	GU219	LEA	4,392	4,612	4,843	5,085	5,339	5,606
<del>Records &amp; Evidence Clerk</del>	33	LEA	-2,883	-3,023	-3,166	-3,322	-3,478	-3,648
Police Records & Evidence Clerk	GU139	LEA	2,947	3,094	3,249	3,411	3,582	3,761
Police Sergeant	43.6	POA	5,450	5,723	6,009	6,310	6,625	6,957
<del>Projects Coordinator</del>	44	LEA	-4,562	-4,783	-5,017	-5,259	-5,512	-5,787
Projects Coordinator	GU233	LEA	4,709	4,944	5,191	5,451	5,724	6,010
<del>Public Works Director</del>	E-4	UM	-7,043	-7,398	-7,766	-8,285	-8,702	n-a
Public Works Director	MM164	UM	7,676	8,060	8,463	8,886	9,330	n-a
<del>Public Works Foreman</del>	45	LEA	-4,741	-4,971	-5,214	-5,469	-5,738	-6,018
Public Works Foreman	GU240	LEA	4,877	5,121	5,377	5,646	5,928	6,224
<del>Public Works Superintendent I</del>	E-2	UM	-5,932	-6,230	-6,542	-6,976	-7,329	n-a
Public Works Superintendent I	MM122	UM	6,225	6,536	6,863	7,206	7,566	n-a
<del>Public Works Superintendent II</del>	E-3	UM	-6,391	-6,711	-7,047	-7,516	-7,896	n-a
Public Works Superintendent II	MM137	UM	6,708	7,043	7,395	7,765	8,153	n-a
<del>Utilities Maintenance Supervisor</del>	40	LEA	-3,846	-4,034	-4,228	-4,434	-4,651	-4,872
Utilities Superintendent I	E-2	UM	-5,932	-6,230	-6,542	-6,976	-7,329	n-a
Utilities Superintendent I	MM122	UM	6,225	6,536	6,863	7,206	7,566	n-a
<del>Utilities Superintendent II</del>	E-3A	UM	-6,679	-7,013	-7,363	-7,731	-8,118	n-a
Utilities Superintendent II	MM142	UM	6,878	7,222	7,583	7,962	8,360	n-a
<del>Utility Operator I</del>	33	LEA	-2,883	-3,023	-3,166	-3,322	-3,478	-3,648
Utility Operator I	GU162	LEA	3,304	3,469	3,642	3,824	4,015	4,216
<del>Utility Operator II</del>	38	LEA	-3,538	-3,712	-3,889	-4,082	-4,279	-4,484
Utility Operator II	GU196	LEA	3,915	4,111	4,317	4,533	4,760	4,998
<del>Utility Operator III</del>	41	LEA	-4,023	-4,204	-4,410	-4,623	-4,846	-5,081
Utility Operator III	GU221	LEA	4,436	4,658	4,891	5,136	5,393	5,663
<del>Utility Operator/MWII</del>	38	LEA	-3,538	-3,712	-3,889	-4,082	-4,279	-4,484
Utility Operator/MWII	GU181	LEA	3,634	3,816	4,007	4,207	4,417	4,638
<del>Wastewater Systems Operator I</del>	32	LEA	-2,776	-2,910	-3,048	-3,197	-3,352	-3,509
<del>Wastewater Systems Operator II</del>	37	LEA	-3,393	-3,556	-3,726	-3,904	-4,091	-4,298
<del>Wastewater Systems Supervisor I</del>	43	LEA	-4,369	-4,580	-4,800	-5,034	-5,281	-5,541
Wastewater Systems Supervisor I	GU223	LEA	4,480	4,704	4,939	5,186	5,445	5,717
<del>Wastewater Systems Supervisor II</del>	45	LEA	-4,741	-4,971	-5,214	-5,469	-5,738	-6,018
Wastewater Systems Supervisor II	GU244	LEA	4,976	5,225	5,486	5,760	6,048	6,350
<del>Water Operations Supervisor I</del>	43	LEA	-4,369	-4,580	-4,800	-5,034	-5,281	-5,541
Water Operations Supervisor I	GU223	LEA	4,480	4,704	4,939	5,186	5,445	5,717
<del>Water Operations Supervisor II</del>	45	LEA	-4,741	-4,971	-5,214	-5,469	-5,738	-6,018
Water Operations Supervisor II	GU244	LEA	4,976	5,225	5,486	5,760	6,048	6,350
<del>Water Systems Operator I</del>	32	LEA	-2,776	-2,910	-3,048	-3,197	-3,352	-3,509
<del>Water Systems Operator II</del>	37	LEA	-3,393	-3,556	-3,726	-3,904	-4,091	-4,298

LEA = Lakeport Employees' Association, salaries effective 09/18/2021 - Resolution No. 2830 (2021)

UM = Unrepresented Management, salaries effective 9/4/2021 - Resolution No. 2825 (2021)

POA = Lakeport Police Officers' Association, salaries effective 7/1/2021 - Resolution No. 2682 (2018)

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

RESOLUTION NO. XXXX (2021)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEPORT AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LAKEPORT CITY COUNCIL AND ITS LEGISLATIVE BODIES PURSUANT TO GOVERNMENT CODE SECTION 54953(e)

WHEREAS, Government Code section 54953(e), as amended by Assembly Bill No. 361, allows legislative bodies to hold open meetings by teleconference without reference to otherwise applicable requirements in Government Code section 54953(b)(3), so long as the legislative body complies with certain requirements, there exists a declared state of emergency, and one of the following circumstances is met:

1. State or local officials have imposed or recommended measures to promote social distancing.
2. The legislative body is holding the meeting for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.
3. The legislative body has determined, by majority vote, pursuant to option 2, that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

WHEREAS, the Governor of California proclaimed a state of emergency pursuant to Government Code section 8625 on March 4, 2020; and

WHEREAS, the City Council of the City of Lakeport desires to hold its public meetings by teleconference consistent with Government Code section 54953(e).

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

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Conditions are Met. The Lakeport City Council hereby finds and declares the following, as required by Government Code section 54953(e)(3):

1. The Governor of California proclaimed a state of emergency on March 4, 2020, pursuant to Government Code section 8625, which remains in effect.
2. State or local officials have imposed or recommended measures to promote social distancing; the legislative body is holding the meeting for the purpose of determining whether as a result of the emergency, meeting in person would present imminent risks

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

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

**DULY AND REGULARLY ADOPTED** on this 5<sup>th</sup> day of October, 2021, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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Mayor

**ATTEST:**

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**KELLY BUENDIA**, City Clerk



**CITY OF LAKEPORT**  
**MASTER PAY SCHEDULE**  
**MONTHLY RATES WITH STEPS**  
**Dated 10/05/2021**  
*(Effective Dates Vary)*

	Job Classification	Class Range	Unit	Steps					
				A	B	C	D	E	F
	Office Specialist	GU108	LEA	2,524	2,650	2,783	2,922	3,068	3,221
	Parks Maintenance Worker I	GU124	LEA	2,734	2,871	3,015	3,166	3,324	3,490
	Equipment Mechanic I	GU131	LEA	2,832	2,974	3,123	3,279	3,443	3,615
	Maintenance Worker I	GU138	LEA	2,932	3,079	3,233	3,395	3,565	3,743
	Parks Maintenance Worker II	GU139	LEA	2,947	3,094	3,249	3,411	3,582	3,761
	Police Records & Evidence Clerk	GU139	LEA	2,947	3,094	3,249	3,411	3,582	3,761
	Administrative Specialist I	GU140	LEA	2,962	3,110	3,266	3,429	3,600	3,780
	Financial Services Specialist I	GU140	LEA	2,962	3,110	3,266	3,429	3,600	3,780
	Deputy City Clerk I	GU156	LEA	3,208	3,368	3,536	3,713	3,899	4,094
	Utility Operator I	GU162	LEA	3,304	3,469	3,642	3,824	4,015	4,216
	Financial Services Specialist II	GU165	LEA	3,355	3,523	3,699	3,884	4,078	4,282
	Maintenance Worker II	GU165	LEA	3,355	3,523	3,699	3,884	4,078	4,282
	Engineering Technician I	GU172	LEA	3,474	3,648	3,830	4,022	4,223	4,434
*	Administrative Specialist II	GU174	LEA	3,508	3,683	3,867	4,060	4,263	4,476
	Equipment Mechanic II	GU175	LEA	3,526	3,702	3,887	4,081	4,285	4,499
	Assistant Planner	GU181	LEA	3,634	3,816	4,007	4,207	4,417	4,638
	Deputy City Clerk II	GU181	LEA	3,634	3,816	4,007	4,207	4,417	4,638
	Maintenance Worker III	GU181	LEA	3,634	3,816	4,007	4,207	4,417	4,638
	Parks Leadworker	GU181	LEA	3,634	3,816	4,007	4,207	4,417	4,638
	Permit Technician	GU181	LEA	3,634	3,816	4,007	4,207	4,417	4,638
	Utility Operator/MWII	GU181	LEA	3,634	3,816	4,007	4,207	4,417	4,638
	Utility Operator II	GU196	LEA	3,915	4,111	4,317	4,533	4,760	4,998
	Engineering Technician II	GU197	LEA	3,935	4,132	4,339	4,556	4,784	5,023
	Parks Maintenance Foreman	GU197	LEA	3,935	4,132	4,339	4,556	4,784	5,023
	GIS/Asset Management Technician	GU199	LEA	3,975	4,174	4,383	4,602	4,832	5,074
	Administrative Analyst	GU206	LEA	4,115	4,321	4,537	4,764	5,002	5,252
	Housing Specialist	GU206	LEA	4,115	4,321	4,537	4,764	5,002	5,252
	Building Inspector	GU213	LEA	4,262	4,475	4,699	4,934	5,181	5,440
	Financial Services Specialist III	GU213	LEA	4,262	4,475	4,699	4,934	5,181	5,440
	Police Officer I	38.6	POA	4,358	4,576	4,805	5,045	5,297	5,562
	Police Records Supervisor	GU219	LEA	4,392	4,612	4,843	5,085	5,339	5,606
	Utility Operator III	GU221	LEA	4,436	4,658	4,891	5,136	5,393	5,663
	Wastewater Systems Supervisor I	GU223	LEA	4,480	4,704	4,939	5,186	5,445	5,717
	Water Operations Supervisor I	GU223	LEA	4,480	4,704	4,939	5,186	5,445	5,717
	Police Officer II	39.6	POA	4,560	4,787	5,026	5,278	5,541	5,818
	Associate Planner	GU233	LEA	4,709	4,944	5,191	5,451	5,724	6,010
*	Deputy City Clerk III - Records Supervisor	GU233	LEA	4,709	4,944	5,191	5,451	5,724	6,010
	Electrical Mechanical Technician (EMT)	GU233	LEA	4,709	4,944	5,191	5,451	5,724	6,010
	Projects Coordinator	GU233	LEA	4,709	4,944	5,191	5,451	5,724	6,010

Police Officer III	40.6	POA	4,769	5,008	5,258	5,521	5,797	6,086
Public Works Foreman	GU240	LEA	4,877	5,121	5,377	5,646	5,928	6,224
Wastewater Systems Supervisor II	GU244	LEA	4,976	5,225	5,486	5,760	6,048	6,350
Water Operations Supervisor II	GU244	LEA	4,976	5,225	5,486	5,760	6,048	6,350
Police Detective	43.6	POA	5,450	5,723	6,009	6,310	6,625	6,957
Police Sergeant	43.6	POA	5,450	5,723	6,009	6,310	6,625	6,957
Compliance Coordinator I	MM102	UM	5,634	5,916	6,212	6,523	6,849	n-a
Government Accountant	MM102	UM	5,634	5,916	6,212	6,523	6,849	n-a
Planning Services Manager	MM102	UM	5,634	5,916	6,212	6,523	6,849	n-a
Compliance Coordinator II	MM122	UM	6,225	6,536	6,863	7,206	7,566	n-a
Public Works Superintendent I	MM122	UM	6,225	6,536	6,863	7,206	7,566	n-a
Utilities Superintendent I	MM122	UM	6,225	6,536	6,863	7,206	7,566	n-a
Building Official	MM123	UM	6,256	6,569	6,897	7,242	7,604	n-a
Public Works Superintendent II	MM137	UM	6,708	7,043	7,395	7,765	8,153	n-a
Utilities Superintendent II	MM142	UM	6,878	7,222	7,583	7,962	8,360	n-a
Police Lieutenant	MM151	UM	7,194	7,554	7,932	8,329	8,745	n-a
Public Works Director	MM164	UM	7,676	8,060	8,463	8,886	9,330	n-a
Police Captain	MM170	UM	7,909	8,304	8,719	9,155	9,613	n-a
Administrative Services Dir./City Clerk	MM173	UM	8,029	8,430	8,852	9,295	9,760	n-a
Finance Director	MM173	UM	8,029	8,430	8,852	9,295	9,760	n-a
Community Development Director	MM177	UM	8,191	8,601	9,031	9,483	9,957	n-a
Assistant City Manager	MM190	UM	8,739	9,176	9,635	10,117	10,623	n-a
Police Chief	MM202	UM	9,278	9,742	10,229	10,740	11,277	n-a
City Engineer/Public Works Director	MM229	UM	10,618	11,149	11,706	12,291	12,906	n-a
City Manager	n-a	contract	11,737	n-a	n-a	n-a	n-a	n-a

LEA = Lakeport Employees' Association, salaries effective 09/18/2021 - Resolution No. 2830 (2021)

UM = Unrepresented Management, salaries effective 9/4/2021 - Resolution No. 2825 (2021)

POA = Lakeport Police Officers' Association, salaries effective 7/1/2021 - Resolution No. 2682 (2018)

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

RESOLUTION NO. XXXX (2021)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEPORT AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LAKEPORT CITY COUNCIL AND ITS LEGISLATIVE BODIES PURSUANT TO GOVERNMENT CODE SECTION 54953(e)

WHEREAS, Government Code section 54953(e), as amended by Assembly Bill No. 361, allows legislative bodies to hold open meetings by teleconference without reference to otherwise applicable requirements in Government Code section 54953(b)(3), so long as the legislative body complies with certain requirements, there exists a declared state of emergency, and one of the following circumstances is met:

1. State or local officials have imposed or recommended measures to promote social distancing.
2. The legislative body is holding the meeting for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.
3. The legislative body has determined, by majority vote, pursuant to option 2, that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

WHEREAS, the Governor of California proclaimed a state of emergency pursuant to Government Code section 8625 on March 4, 2020; and

WHEREAS, the City Council of the City of Lakeport desires to hold its public meetings by teleconference consistent with Government Code section 54953(e).

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

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Conditions are Met. The Lakeport City Council hereby finds and declares the following, as required by Government Code section 54953(e)(3):

1. The Governor of California proclaimed a state of emergency on March 4, 2020, pursuant to Government Code section 8625, which remains in effect.
2. State or local officials have imposed or recommended measures to promote social distancing; or, the legislative body is holding the meeting for the purpose of determining whether as a result of the emergency, meeting in person would present imminent risks

to the health or safety of attendees; or, the legislative body has determined that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

PASSED AND ADOPTED by the City Council of the City of Lakeport, this 5<sup>th</sup> day of October, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

---

Kenneth Parlet II, Mayor

Attest:

---

Kelly Buendia, City Clerk



# CITY OF LAKEPORT

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

## STAFF REPORT

**RE:** Unaudited Actual Report

**MEETING DATE:** 10/05/2021

**SUBMITTED BY:** Nicholas Walker, ACM/ Finance Director

**PURPOSE OF REPORT:**  Information only  Discussion  Action Item

### WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to receive a presentation on the fiscal year ended June 30, 2021 unaudited actuals and provide staff direction on the treatment of any surplus revenues.

### BACKGROUND/DISCUSSION:

The accounting for the fiscal year ended June 30, 2021 is substantially closed. We will be submitting balances to the auditors and will start the process of preparing the Comprehensive Annual Financial Report (CAFR) which can sometimes result in adjustments to balances for financial statement presentation purposes. Staff is providing this information as an update to the status of the revenues and expenditures for the year ended June 30, 2021.

Attachment A to this staff report includes summarized unaudited financial statements for the general fund, water operating and maintenance fund, and the sewer operating and maintenance fund, which include revenue and expense activity through June 30, 2021. The format in which the statements are prepared is similar to the annual budget. The schedule includes amounts available for discretionary spending for each fund as presented in the 2019-20 audited financial statements, in accordance with Generally Accepted Accounting Principles (GAAP), as well as the amounts of anticipated ending discretionary spending expected to be available at the 2020-21 year-end. In the enterprise funds this term "working capital" is defined as current assets minus current liabilities. For budgeting purposes, the modified accrual method is used, a common practice among governmental agencies. Working capital is the enterprise funds equivalent of the general funds amounts available for discretionary spending.

In accordance with GAAP, financial statements in the Comprehensive Annual Financial Report (CAFR) are presented in two distinctly different ways, (1) the governmental fund financial statements and (2) government wide and enterprise fund financial statements. Governmental fund financial statements present balances using a current financial resources measurement focus which emphasizes the current available spendable resources available for appropriation. This method of accounting is known as modified accrual. Government wide and enterprise fund financial statements are presented on a flow of economic resources measurement focus which reports all assets and liabilities whether current or long term. This method is referred to as accrual accounting and is similar to the type of presentation that is used in private industry.

Investments

According to the idle funds investment policy for the City of Lakeport, the City of Lakeport Municipal Sewer District (CLMSD) and Municipal Financing Agency of Lakeport (MFAL) quarterly updates are to be provided to the City Council for review.

This schedule provides detail information on each individual CD as of June 30, 2021:

<b>General Fund</b>									
CD Title	Yield	FDIC #	Settlement Date	Term	Original Amount	Estimated Current Market Value	Accrued Interest Through 6/30/21	Total	
Fidelity Govt MMKT Capital	0.72%					265,148.85		265,148.85	
Ally Bank	3.15%	57803	11/9/2021	3 Years	200,000.00	202,256.00	932.05	203,188.05	
Discover Bank	3.30%	5649	11/7/2022	4 Years	200,000.00	208,590.00	994.52	209,584.52	
Morgan Stanley Bank	3.55%	32992	11/8/2023	5 Years	200,000.00	215,516.00	1,050.41	216,566.41	
State Bank India	0.92%	33664	7/10/2025	5 Years	200,000.00	203,800.00	895.34	204,695.34	
<b>Total</b>					<b>800,000.00</b>	<b>1,095,310.85</b>	<b>3,872.32</b>	<b>1,099,183.17</b>	
<b>Wastewater</b>									
CD Title	Yield	FDIC #	Settlement Date	Term	Original Amount	Estimated Current Market Value	Accrued Interest Through 6/30/21	Total	
Fidelity Govt MMKT Capital	0.72%					275,336.27		275,336.27	
Goldman Sachs Bank	3.25%	33124	11/15/2021	3 Years	200,000.00	202,452.00	854.79	203,306.79	
Barclays Bank Delaware	3.35%	57203	11/7/2022	4 Years	200,000.00	208,724.00	1,009.59	209,733.59	
Morgan Stanley Private Bank	3.55%	34221	11/8/2023	5 Years	200,000.00	215,172.00	1,050.41	216,222.41	
Wells Fargo Bank	1.95%	949763	1/17/2025	5 Years	200,000.00	209,970.00	149.59	210,119.59	
<b>Total</b>					<b>800,000.00</b>	<b>1,111,654.27</b>	<b>3,064.38</b>	<b>1,114,718.65</b>	

This schedule provides balances and concentration percentages of the City-wide cash and investment balances as of June 30, 2021:

<u>Investment Type</u>	<u>Fair Value</u>	<u>Concentration</u>
Local Agency Investment Fund (LAIF)	\$ 2,692,255	15.40%
Certificates of Deposit	2,213,902	12.67%
Demand Deposits (checking)	12,570,867	71.93%
<b>Total Funds</b>	<b>\$ 17,477,024</b>	<b>100.00%</b>

**ANALYSIS:**

**General Fund:**

The General Fund is anticipated to have an operating surplus for the year ended June 30, 2021 in the amount of \$641,658. The primary cause of this surplus is a result of 3<sup>rd</sup> Quarter and 4<sup>th</sup> Quarter sales tax collections that significantly exceeded budgetary estimates.

2020-21 Adjusted Budget deficit	\$ (1,807,223)
2020-21 Unaudited Actual Surplus	301,905
Net Difference	2,109,128
Projects Carried Over	
Design Standards	60,000
Police Vehicle	40,000
RIPPA	25,000
N. Main Roadway	537,470
Total Projects Carried Over	662,470
Reserve Spending Lakeside Park	805,000
Carry Over Available Resources	641,658

Staff is seeking direction on how to treat this surplus. One option is to let the surplus accrue as a component of fund balance. One justification for this option is that the City transferred \$805,000 of reserves to the Lakeside Park Fund to assist with completion of that project.

Alternatively, we could adjust the 21-22 budget to include spending of the surplus. Staff has developed this list of priorities which align goals to available resources:

		Notes	Strategic Plan
2020-21 Carry Over Available Resources	\$ 641,658		
Road Improvement and Maintenance Fund (RIMF)	88,492	Calculated at \$0 according to reserve policy (S. Main Rehab)	Reserve Policy
Vehicle and Equipment Replacement Fund (VERF)	30,000	Estimated Min contribution planned for 22/23 according to reserve policy	Reserve Policy
Pension and Other Post Employment Benefit Reserve Fund (PORF)	81,166	10% of Surplus + 10% estimated savings (21/22 debt service \$17,000) planned for 22/23 according to reserve policy	Reserve Policy Council Goal #9
Phase 2 Recreation Feasibility Study	31,000	8/3/21 Approved Budget Adjustment	Council Goal #3
Zoning Ordinance	100,000	Update existing zoning ordinance	CDD Goal #1 Regulatory Compliance
Radios	320,000	Police \$200,000 PW \$120,000 Radios to be compatible with current technologies	Council Goal #8
License Plate Readers	22,000	Lease 8 readers \$20,000 One time installation approx \$2,000	Council Goal #8
Carry Over Remaining	\$ 0		

The composition of the list above represents staff analysis of highest priority projects. City Council may choose to transfer the surplus to reserves, fund entire list, select individual projects from the proposed list or propose new projects that are not included.

Also included below are examples of General fund components of balance will look like under various scenarios. This table demonstrates that a decision to spend the available surplus does not does drastically impact the fiscal health of the reserve. Deciding to spend the available surplus leaves 31% of 21-22 General Fund Operating Expenditures in Unassigned Fund Balance and 42% if we allow the balance to transfer to reserves.

			With Spending	Without Spending
June 30, 2021 Audited Ending General Fund Balance			\$ 5,966,861	\$ 5,966,861
21-22 General Fund Operating Expenditures			\$ 5,750,133	\$ 5,750,133
Recommended Policy Allocations to Components of Fund Balance:				
Nonspendable				
	Advances to other funds		289,481	289,481
Restricted				
	Law Enforcement		9,887	9,887
	Debt Reserve		45,000	45,000
Committed				
	General Reserve:			
	Operating Reserve	15%	862,520	862,520
	Reserve for Economic Uncertainties	20%	1,150,027	1,150,027
	Disaster Reserve	10%	575,013	575,013
	Total General Reserve	45%	2,587,560	2,587,560
	Road Improvement and Maintenance Fund (RIMF)		88,492	-
	Vehicle and Equipment Replacement Fund (VERF)		30,000	-
	Pension and Other Post Employment Benefit Reserve Fund (PORF)		681,166	600,000
	21-22 Appropriations Increase		473,000	-
Assigned				
			-	-
Unassigned				
			1,762,275	2,434,933
	Total General Fund Balance		\$ 5,966,861	\$ 5,966,861

**Water Operating and Maintenance Fund:**

The Water Operating and Maintenance Fund is anticipated to have an operating surplus for the year ended June 30, 2021 in the amount of \$494,658. Staff did a remarkable job to eliminate the budgeted deficit. Performing revenues and operational and capital cost savings was the primary cause of the surplus. The 2020-21 Estimated Actual Surplus is sufficient to cover the 2021-22 Budget Deficit.

2020-21 Adjusted Budget deficit	\$ (164,193)
2020-21 Unaudited Actual Surplus	330,465
Net Difference	494,658
Projects Carried Over	
Total Projects Carried Over	-
Carry Over Available Resources	494,658
2021-22 Adjusted Budget deficit	(468,137)



Sewer Operating and Maintenance Fund:

The Sewer Operating and Maintenance Fund is anticipated to have an operating surplus for the year ended June 30, 2021 in the amount of \$554,028. Performing revenues and operational and capital cost savings was the primary cause of the surplus. The 2020-21 Estimated Actual Surplus is sufficient to cover the 2021-22 Budget Deficit.

2020-21 Adjusted Budget deficit	\$ (62,846)
2020-21 Unaudited Actual Surplus	491,182
Net Difference	554,028
Projects Carried Over	
Total Projects Carried Over	-
Carry Over Available Resources	554,028
2021-22 Adjusted Budget deficit	(547,800)

Budget Adjustment:

According to City policy, budget control rests at the fund level. This means that expenditures for any particular, budgeted fund should not exceed what has been appropriated by the City Council for the fund as a whole in any given fiscal year, unless the Council increases the appropriation. In line with this policy - and based on past practice - the City Manager (CM) could exercise budget control within the fund but typically reports to Council any changes between major expenditures characters each fiscal year (e.g., salaries and benefits, operations, or capital outlay). In other words, expenditures could be reduced within one major category, object, or sub-object and increased in another at the CM level to accommodate operating changes, so long as the total appropriation for the fund remained unchanged.

The adopted 2020-21 budget identifies expenditures by what are known as characters, summarized groupings of expenditure accounts which share similar purpose. The City budgets for its departments in four main characters: salaries and benefits, operations, capital improvements (CIP), and debt service. This facilitates a working understanding of where financial resources are allocated in a broader policy making context. Essentially, presenting information in this way allows decision makers to focus more on what they want to get done and less on the specifics of how to do it. This year, the budget focus was on goals – a variety of City-wide goals on which to apply resources were used in developing the budget. This was based on input from the Council and staff. Those City-wide goals are identified in the budget document and further detailed within the discussion of each department.

The budget process begins with the identification of goals and priorities of both the City Council and management. The CM aligns that information and instructs executive management to calculate costs and bring forward appropriation requests. The Finance Department provides the CM with revenue estimates for all major operating funds, which provide the available resources to pay for these requests. The CM works with executive management to refine a spending plan and subsequently brings his recommendations to the Council for review and approval. Council can then revise the spending plan or adopt it as recommended. This becomes the adopted budget.

An adopted budget gives legal spending authority to the CM to implement the activities identified therein. But the plan is based largely on estimates. Those estimates often require revision throughout the year. Priorities sometimes are modified, and activities may be refined due to changes in resources. Budget adjustments are necessary to realign the original intent of the spending plan to account for these changing variables.

Adjustments of all amounts are tracked by the Finance Department and those of significance are reported to the City Council regularly, if and when they occur. For simplicity, most adjustment are made during the mid-year review. As of September 30, 2021, the only budget adjusted was a \$31,000 increase of appropriations to the general fund to fund phase two of the Recreation Feasibility Study.

**OPTIONS:**

1. Review and file the Unaudited Actual Financial Update and approve 2021-22 budget amendments.
2. Do not review and file or approve staff recommended budget adjustments 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: None

**SUGGESTED MOTIONS:**

Move to approve the amendments to the fiscal year 2021-22 City budget.

- Attachments:**
1. Summarized unaudited financial statements for the general fund, water operating and maintenance fund and the sewer operating and maintenance fund.

Fiscal Year 2020-21  
Fund: 110  
Name: General Fund

	2020-21 Adjusted Budget	2020-21 As of June 30, 2021	Remaining \$	% Collected/ Used
<b>Revenue Sources</b>				
Taxes	\$ 4,625,209	\$ 5,674,377	\$ (1,049,168)	123%
Franchises	285,000	365,257	(80,257)	128%
Licenses	500	319	181	64%
Permits	52,500	117,623	(65,123)	224%
Fines, forfeitures, and penalties	12,000	10,201	1,799	85%
Use of money and property	77,000	53,182	23,818	69%
Income from other agencies	375,394	263,668	111,726	70%
Federal funding	1,000	1,977	(977)	198%
State funding	100,500	128,258	(27,758)	128%
Charges for service	60,000	145,671	(85,671)	243%
Other revenue	75,250	171,256	(96,006)	228%
<b>Total revenue</b>	<b>5,664,353</b>	<b>6,931,789</b>	<b>(1,267,436)</b>	<b>122%</b>
<b>Expenditures</b>				
Salaries and benefits	3,243,636	2,981,575	262,061	92%
Operations	1,820,704	1,858,159	(37,455)	102%
Capital outlay/CIP	1,366,194	880,402	485,792	64%
<b>Total expenditures</b>	<b>6,430,534</b>	<b>5,720,136</b>	<b>710,398</b>	<b>89%</b>
<b>Financing Sources (Uses)</b>				
Transfers in	29,500	156,841		
Transfers (out)	(1,070,542)	(1,066,589)		
<b>Net sources (uses)</b>	<b>(1,041,042)</b>	<b>(909,748)</b>		
<b>Resources - Use</b>				
<b>Surplus (deficit)</b>	<b>\$ (1,807,223)</b>	<b>\$ 301,905</b>		

Adjusted General Fund Balance	\$ (6,255,566)	\$ (6,255,566)
Compensated Absences	233,729	233,729
Pension Obligation Bonds and PD Bond	2,630,765	2,630,765
Net Pension Liability	3,872,745	3,872,745
OPEB	3,636,650	3,636,650
Net Deferred Inflows and Outflows Related to Pensions	(166,935)	(166,935)
Audited Beginning General Fund Balance Available for Appropriations Less Non spendable and Restricted Amounts	3,951,388 (299,868)	3,951,388 (299,868)
Audited Beginning Discretionary General Fund Balance	5,365,088	5,365,088
Inflows	5,693,853	7,088,630
Outflows	7,501,076	6,786,725
Change to fund balance	(1,807,223)	301,905
Anticipated Ending Fund Balance	\$ 3,557,865	\$ 5,666,993
Anticipated Ending Discretionary General Fund Balance	\$ 2,144,165	\$ 4,253,293

Departmental Use	Adjusted Budget	As of June 30, 2021		
Non-Departmental	1,301,943	1,566,333	(264,390)	120%
Legislative	97,631	90,863	6,768	93%
Administration	410,338	400,394	9,944	98%
Economic Development	115,001	54,275	60,726	47%
City Attorney	68,000	95,648	(27,648)	141%
Finance and Information Technology	326,556	292,445	34,111	90%
Community Development:				
Planning	396,274	258,243	138,031	65%
Building	143,604	210,293	(66,689)	146%
Engineering	74,835	96,119	(21,284)	128%
Police	2,431,405	2,122,006	309,399	87%
Public Works:				
Administration and Compliance	188,408	132,051	56,357	70%
Roads and Infrastructure	1,356,980	902,910	454,070	67%
Parks, Buildings, and Grounds	586,101	565,145	20,956	96%
Westshore Pool	4,000	-	4,000	0%
<b>Total use</b>	<b>7,501,076</b>	<b>6,786,725</b>	<b>714,351</b>	<b>90%</b>

Fiscal Year 2020-21  
Fund: 501  
Name: Water Utility M & O Fund

	2020-21 Adjusted Budget	2020-21 As of June 30, 2021	Remaining \$	% Collected/ Used
<b>Revenue Sources</b>				
Charges for service	2,265,000	2,296,848	(31,848)	101%
Interfund services provided	13,000	120,308	(107,308)	925%
Other revenue	-	36,624	(36,624)	
Total revenue	2,278,000	2,453,780	(175,780)	108%
<b>Expenditures</b>				
Salaries and benefits	1,163,084	1,080,790	82,294	93%
Operations	727,577	631,039	96,538	87%
Debt service	379,073	375,957	3,116	99%
Capital outlay/CIP	172,459	35,529	136,930	21%
Total expenditures	2,442,193	2,123,315	318,878	87%
<b>Financing Sources (Uses)</b>				
Net sources (uses)	-	-		
<b>Resources - Use</b>				
Surplus (deficit)	<b>(164,193)</b>	<b>330,465</b>		
Audited Beginning Working Capital	307,735	307,735		
Inflows	2,278,000	2,453,780		
Outflows	2,442,193	2,123,315		
Change to fund balance	(164,193)	330,465		
Anticipated Ending Working Capital \$	\$ 143,542	\$ 638,200		

Departmental Use	Adjusted Budget	As of June 30, 2021		
Non-Departmental	457,873	445,048	12,825	97%
Legislative	12,723	12,448	275	98%
Administration	128,674	130,705	(2,031)	102%
City Attorney	26,000	24,647	1,353	95%
Finance and Information Technology	217,487	199,123	18,364	92%
Community Development:			-	
Planning	35,074	36,559	(1,485)	104%
Building	32,900	31,357	1,543	95%
Engineering	30,202	27,930	2,272	92%
Public Works:			-	
Administration and Compliance	181,876	116,143	65,733	64%
Roads and Infrastructure	32,950	2,058	30,892	6%
Water O&M	1,286,434	1,097,297	189,137	85%
Total use	2,442,193	2,123,315	318,878	87%

Fiscal Year 2020-21  
Fund: 601  
Name: Sewer Utility M & O Fund

	2020-21 Adjusted Budget	2020-21 As of June 30, 2021	Remaining \$	% Collected/ Used
<b>Revenue Sources</b>				
Taxes	\$ 53,550	\$ 72,252	\$ (18,702)	135%
Use of money and property	52,500	43,054	9,446	82%
Charges for service	2,715,000	2,933,766	(218,766)	108%
Interfund services provided	25,000	16,619	8,381	66%
Total revenue	2,846,050	3,067,016	(220,966)	108%
<b>Expenditures</b>				
Salaries and benefits	1,144,955	1,051,983	92,972	92%
Operations	940,424	777,469	162,955	83%
Debt service	586,466	583,655	2,811	100%
Capital outlay/CIP	237,051	162,727	74,324	69%
Total expenditures	2,908,896	2,575,834	333,062	89%
<b>Financing Sources (Uses)</b>				
Net sources (uses)	-	-		
<b>Resources - Use</b>				
Surplus (deficit)	(62,846)	491,182		
Audited Beginning Working Capital	3,583,676	3,583,676		
Inflows	2,846,050	3,067,016		
Outflows	2,908,896	2,575,834		
Change to fund balance	(62,846)	491,182		
Anticipated Ending Working Capital	\$ 3,520,830	\$ 4,074,858		

Departmental Use	Adjusted Budget	As of June 30, 2021		
Non-Departmental	668,267	651,438	16,829	97%
Legislative	12,723	12,447	276	98%
Administration	127,626	130,505	(2,879)	102%
City Attorney	26,000	27,181	(1,181)	105%
Finance and Information Technology	229,556	202,383	27,173	88%
Community Development:				
Planning	35,074	36,559	(1,485)	104%
Building	32,900	31,354	1,546	95%
Engineering	30,202	29,329	873	97%
Public Works:				
Administration and Compliance	181,876	116,141	65,735	64%
Roads and Infrastructure	62,450	68,804	(6,354)	110%
Sewer O&M	1,502,222	1,269,693	232,529	85%
Total use	2,908,896	2,575,834	333,062	89%



# 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	
<b>RE:</b> Coronavirus State and Local Fiscal Recovery Funds	<b>MEETING DATE:</b> 10/5/2021
<b>SUBMITTED BY:</b> Nicholas Walker, ACM /Finance Director	
<b>PURPOSE OF REPORT:</b> <input type="checkbox"/> Information only <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Action Item	

### WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to discuss and review potential spending and public outreach options related to Coronavirus State and Local Fiscal Recovery Funds.

### BACKGROUND/DISCUSSION:

On March 11, 2021, the American Rescue Plan Act (ARPA) was signed into law by the President Biden. Section 9901 of the ARPA amended Title VI of the Social Security Act to add Section 603. The American Rescue Plan Act (APRA) established the Coronavirus Local Fiscal Recovery Fund (FRF) for non-entitlement communities of local government Populations of less than 50,000), which includes the City of Lakeport. FRF is intended to provide support to state, local, and tribal governments in responding to the impact of COVID-19 and in their efforts to contain COVID-19 on their communities, residents, and businesses. The FRF builds on and expands the support provided to governments over the last year, including through the Coronavirus Relief Fund (CRF). Based on the City of Lakeport census data, \$1,197,542 has been allocated to the City of Lakeport. The first half, \$598,771, was received on July 13, 2021, and the second half is tentatively scheduled to be received by the City within twelve months.

The Interim Final Rule 31 CFR Part 35 (\*2021-10283.pdf (govinfo.gov)) issued by the Department of the Treasury on May 17, 2021 implements the provisions of Section 603 applicable to non-entitlement communities. It identifies a non-exhaustive list of programs or services that may be funded as responding to COVID-19 or the negative economic impacts of the COVID-19 public health emergency, along with considerations for evaluating other potential uses of the Fiscal Recovery Funds not explicitly listed. In determining whether a program or service responds to the negative economic impacts of the COVID-19 public health emergency, the Interim Final Rule provides that payments from the Fiscal Recovery Funds should be designed to address an economic harm resulting from or exacerbated by the public health emergency. Recipients of Fiscal Recovery Funds should assess the connection between the negative economic harm and the COVID-19 public health emergency, the nature and extent of that harm, and how the use of this funding would address such harm.

The Interim Final Rule includes Part 35 – Pandemic Relief Programs. Subpart A – Coronavirus State and Local Fiscal Recovery Funds includes Section 35.5 Use of funds, and Section 35.6 Eligible uses. Recipients of Fiscal Recovery Funds may use funds for one or more of the purposes included in Section 35.6. Some of the eligible uses for funds listed in this non-exhaustive list include:

a) To respond to the public health emergency or its negative economic impacts - eligible expenses include:

- COVID-19 response and prevention, including expenses for vaccination programs and sites
- costs of providing COVID-19 testing and monitoring and testing
- acquisition and distribution of medical and protective supplies
- disinfection of public areas • treatment of long-term symptoms or effects of COVID-19
- improvement of ventilation systems in public facilities
- mental health treatment and other behavioral health services
- assistance to unemployed workers
- assistance to small businesses
- assistance to non-profit organizations
- assistance to households
- aid to impacted industries, including tourism, travel, hospitality and other impacted industries
- disproportionately impacted populations and communities
- restoring a city's workforce up to pre-pandemic levels

b) Providing premium pay to eligible workers: premium pay or grants to eligible workers or eligible employers performing essential work during the COVID-19 emergency, provided that low- and moderate-income workers performing essential work are prioritized.

c) Providing government services: an eligible use of Fiscal Recovery Funds includes the replacement of local government revenue lost due to COVID-19, helping to ensure that governments can continue to provide needed services and avoid cuts or layoffs. A recipient's reduction in revenue is measured relative to the revenue collected in the most recent full fiscal year prior to the emergency (i.e., FY2018-19). The extent of a reduction in the city's general revenue during the COVID-19 pandemic is calculated by the formula provided by the Department of the Treasury.

d) To make necessary investments in infrastructure - cities may use funds to make investments in:

- Clean Water and Drinking Water State Revolving Funds
- Broadband - designed to provide service to unserved or underserved households and businesses (recipients are encouraged to focus on projects that deliver a physical broadband connection by prioritizing projects that achieve last mile-connections)

Until Treasury adopts a final rule and the final rule becomes effective, the Interim Final Rule is, and will remain, binding and effective. This means that recipients can and should rely on the Interim Final Rule to determine whether uses of funds are eligible under this program. Treasury encourages recipients to use funds to meet needs in their communities. Funds used in a manner consistent with the Interim Final Rule while the Interim Final Rule is effective will not be subject to recoupment.

Staff has been reviewing best practices by other communities to gain public input on potential uses for FRF spending. Research has shown that many communities have not included a process for public engagement where others processes have included a robust public outreach program. Staff is recommending a public outreach strategy similar to that required by CDBG. This would include the development of a community survey and hosting one public scoping session.

In the coming weeks staff plans to develop a citizen survey to collect important data, hold a public meeting to solicit public participation, report on the results of public outreach activities to Council and seek direction for the development of a formal FRF spending plan.

Below is a brief matrix outlining opportunities and challenges for each category of funding:

CATEGORY	OPPORTUNITIES	CHALLENGES
A. Response	<ol style="list-style-type: none"> <li>1. Reimbursement for actual cost</li> <li>2. Eliminate FEMA PA process</li> </ol>	<ol style="list-style-type: none"> <li>1. Limited staff for complex program administration</li> <li>2. Many other assistance programs have been offered</li> </ol>
B. Premium Pay	<ol style="list-style-type: none"> <li>1. City Staff eligible</li> <li>2. All essential workers within Lakeport also eligible</li> </ol>	<ol style="list-style-type: none"> <li>1. Limited staff for complex program administration</li> <li>2. Developing equity standards</li> </ol>
C. Revenue Loss	<ol style="list-style-type: none"> <li>1. Most unrestricted use</li> </ol>	<ol style="list-style-type: none"> <li>1. Interim Final Rule is lacking</li> <li>2. Need Final Rule guidance</li> </ol>
D. Infrastructure	<ol style="list-style-type: none"> <li>1. Addresses significant City need</li> </ol>	<ol style="list-style-type: none"> <li>1. Infrastructure projects are complex and time consuming</li> <li>2. Eligible categories do not include roads</li> </ol>

Funds do not have to be obligated until December 31, 2024, and unexpended funds are not subject to recapture or return until December 31, 2026.

Additional information related to FRF can be found on the U.S Department of Treasury website at the following link <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>



**OPTIONS:**

1. Direct staff to organize survey and public outreach activities and return information to City Council.
2. Provide alternative direction to staff.

**FISCAL IMPACT:**

None       \$      Budgeted Item?  Yes  No

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

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

Comments:

**SUGGESTED MOTIONS:**

Move to direct staff to conduct public outreach on FRF spending options and report findings back to council.

**Attachments:**      None