



# AGENDA

## NOTICE AND CALL OF SPECIAL MEETING OF THE LAKEPORT MEASURE Z ADVISORY COMMITTEE

Wednesday, October 9, 2019  
5:30 P.M.

City Hall, 225 Park Street, Lakeport, CA

### TO THE MEMBERS OF THE MEASURE Z ADVISORY COMMITTEE OF THE CITY OF LAKEPORT:

**NOTICE IS HEREBY GIVEN** that a Special Meeting of the Lakeport Measure Z Advisory Committee is hereby called to be held on **Wednesday, October 9, 2019 at 5:30 p.m.** in the City Council Chambers in City Hall located at 225 Park Street, Lakeport, California for the purpose of discussing and acting on the following:

- 1. Approval of Minutes** Approve Minutes of July 17, 2019 meeting.
- 2. 2019-19 Budget to Actual Comparison** Receive and review the 2018-2019 budget to actual comparison report

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Kelly Buendia, Secretary  
Posted 10/7/2019

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.

**MINUTES**  
**MEASURE Z ADVISORY COMMITTEE**  
**REGULAR MEETING**  
July 17, 2019

1. **CALL TO ORDER** Chair Hopkins opened the meeting at 5:30 p.m. with Committee Members King, Speed, and Schaffer present. Committee Member Rollins was absent.
  
2. **APPROVAL OF MINUTES** The Committee voted unanimously to approve the Minutes of April 17, 2019 meeting.
  
3. **CITIZEN INPUT** There was no input offered from the public.
  
4. **DISCUSSION/ACTION ITEMS**
  - A. 2019-2020 Measure Z Budget Finance Director Walker and City Manager Silveira presented the Measure Z revenues and expenditures that were approved by the City Council in the 2019/2020 Budget.  
  
The Committee reviewed and discussed the budget and asked for clarification on several items. The Committee requested an update on sales tax revenues and related economic development efforts.
  
5. **ADJOURN** Chair Hopkins adjourned the meeting at 6:00 p.m. with the next meeting scheduled for Wednesday, October 16, 2019 at 5:30 p.m.

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Kelly Buendia, Secretary



# CITY OF LAKEPORT

Measure Z Advisory Committee

STAFF REPORT	
RE: 2018-19 Budget to Actual Comparison	MEETING DATE: 10/9/19
SUBMITTED BY: Nicholas Walker, Finance Director	
PURPOSE OF REPORT: <input checked="" type="checkbox"/> Information only <input type="checkbox"/> Discussion <input type="checkbox"/> Action Item	

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

The Committee is being asked to receive and review the 2018-19 budget to actual comparison report.

### BACKGROUND/DISCUSSION:

Account balances have been submitted to the independent auditor and field work has been completed. We are currently in 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 18-19 adopted Measure Z projects and how the actual costs of these projects differed from budget.

### OPTIONS:

Receive and review the 2018-19 budget to actual comparison report.

### 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:

None

**Attachments:** 2018-19 Budget to Actual Comparison Report

CITY OF LAKEPORT  
MEASURE Z ANALYSIS

Fiscal Year 2018-19  
Eligible Measure Z Costs

**Measure Z: Transaction and Use Tax**

Measure Z, passed by a simple majority (50% plus 1) of Lakeport voters in November of 20016, is a general (unrestricted) transaction and use tax. A general, unrestricted tax is one that can be used to fund any program, function, service, or project at the discretion of the City Council. It is not a special, restricted tax, which would require approval of two-thirds of the voting public. The language for the ballot measure was as follows:

Ballot Measure "Z":

*"LAKEPORT PUBLIC SAFETY/ESSENTIAL CITY SERVICES MEASURE. To maintain/enhance general City services such as: recruiting, hiring, retaining qualified police officers to improve neighborhood patrols/maintain response to property, burglary, violent crimes; paving/repairing local streets/potholes; enhancing business attraction/youth recreational programs; keeping Lakeport's parks/pool safe/clean; shall the City enact a one-cent sales tax until ended by voters, providing about \$1,500,000 annually, requiring independent audits, citizens' oversight, all revenues controlled locally?"*

<u>Estimated Revenue</u>	2018-19 Budget	2018-19 Actual
Measure Z: Transaction and Use Tax	\$1,480,000	\$1,540,909
Net Decline in Other Tax and Other Revenue	(130,000)	-
Net Increase from Measure Z	<u>\$1,350,000</u>	<u>\$1,540,909</u>
Maintenance of Services:		
Roads and Public Works Salaries Reallocated to General Fund	90,000	90,000
Additional Public Works/ Roads Employee	30,000	17,000
12th Police Officer Position	50,000	-
Police Officer SRO Position	25,000	25,000
Police Salary Increases for Improved Retention	90,000	90,000
Police Operational Costs	145,500	110,000
General Fund Employee and Operations Cost Increases	122,000	122,000
<b>Total Maintenance of Services</b>	<b><u>552,500</u></b>	<b><u>454,000</u></b>
Measure Z Revenues Available for 18/19 Projects	<b><u>\$797,500</u></b>	<b><u>\$1,086,909</u></b>

<u>Fiscal Year 2018-19 Recommended Uses and Projects</u>	Recommended Measure Z Share 2018-19 Budget	Recommended Measure Z Share 2018-19 Actual
2 Police Vehicles	\$ 90,000	\$ 163,854
Pick up Chassis for Road Crew	48,000	46,416
Public Safety Camera System at Library Park	25,000	-
Street Repair Material and In- House Road Improvements	178,500	430,584
Upgraded Tables, Trash Receptacles at Library Park	20,000	19,949
Skip Loader	30,000	22,106
South Main Street Surface Treatment	183,000	154,130
11th Street Surface Treatment	210,000	176,870
South Main Encumbrance / Reserve	13,000	73,000
	<b><u>\$ 797,500</u></b>	<b><u>\$ 1,086,909</u></b>