

# CITY OF LAKEPORT

*Over 100 years of community  
pride, progress, and service*



August 30, 2010

The Honorable Richard C. Martin  
Presiding Judge of the Superior Court  
County of Lake Grand Jury  
P. O. Box 1078  
Kelseyville, CA 95451

## **RE: CITY OF LAKEPORT RESPONSE TO THE 2009-2010 LAKE COUNTY CIVIL GRAND JURY FINAL REPORT**

Dear Mr. Christensen and Members of the Grand Jury:

Thank you for your time and service to the 2009-2010 Lake County Civil Grand Jury.

As you are aware, I had not yet started with the City of Lakeport during the time of your visit. I have carefully read all of your comments, findings and request for response items under your 2009-2010 Final Report dated June 30, 2010. Below you will find responses to your recommendations.

### **Lake County PEG Channel (TV 8)**

The first item mentioned in the Final Report was the City's non-participation in the PEG Channel (TV8) public broadcast:

1. R1, Page 38: The 2007 Agreement will be set on a future agenda for reconsideration.
2. R14, Page 41: This will be addressed in reconsideration of the 2007 Agreement.
3. R15, Page 41: This will be addressed in reconsideration of the 2007 Agreement.

### **City of Lakeport Oversight**

Responses to Recommendations R1-R8:

1. R1, Page 54: The City will be reviewing all rents to the City from all entities utilizing City-owned facilities, and rental agreements shall be executed by the parties.
2. R2, Page 54: The 61 percent of voters who voted for Measure "I" voted, as you stated in your report, for a general fund tax. Roads is only one of the many items included in the argument listed for Measure I. There is no place in either Measure "I" or "J" that states the majority of the funds will

be used for streets. Under this economic crises, Measure "I" funds allow the residents of the City of Lakeport to enjoy basic services, such as mowed and clean parks. Having said that, the major expenditures from Measure "I" have been allocated for road repairs, which includes material and staffing for those road repairs. The 2010-2011 budget sets aside over \$600,000 for road-related expenses.

3. R3, Page 54: The City does have an adopted Pavement Management Program that is updated annually. The Pavement Management Program prioritizes which streets are in most disrepair and which are identified as high priority. These streets will be repaired as funds are available through State funding for roads, grants, and Measure "I" funds.
4. R4, Page 54: Additional signers have been added as signers for the City accounts. The city manager and the finance director have been added, and the deputy city clerk has been taken off. A policy of requiring two signatures and not using the Mayor's stamp has been implemented.
5. R5, Page 54: A procedure has been set up to do a surprise audit of the petty cash account twice per month. The process has been implemented, and the first audit has been completed.
6. R6, Page 54: A line of credit has been considered in the past, but the City Council made a decision that this is not in the best interest of the City at this time.
7. R7, Page 54: The City's primary financial benchmark is to have a balanced budget and, at the same time, provide the services needed to maintain the quality of life Lakeport residents have been accustomed to. The 2010-2011 budget meets that goal. Other financial goals are stated in the City's Redevelopment Plan and Five-Year Implementation Plan. Broader goals are set forth under the City's General Plan.
8. R8, page 55: During the 2010-2011 fiscal year, a survey of City Council salaries and benefits will be done of other cities similar in size. This will then be presented to the City Council for consideration.

#### **Lakeport City Council Oversight**

Responses to Recommendation R1:

1. R1, Page 112: The City appreciates the public's right to financial and other supporting materials related to City Council agenda items. A Public Review Binder containing the staff reports and other supporting and financial documentation is placed in the front lobby of City Hall the Friday prior to the Council meeting. It is then placed in the Council Chambers the night of the City Council meeting. These materials are also made available on the City's Website.

Sincerely,



Margaret Silveira  
City Manager

MS/jmc