



## MEASURE V OVERSIGHT BOARD REGULAR MEETING

Clearlake City Hall Council Chambers  
14050 Olympic Dr, Clearlake, CA

Wednesday, October 19, 2022

Regular Meeting 3:00 PM

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The Board meetings are viewable in person in the Council Chambers, via livestreaming on the City's YouTube Channel ([https://www.youtube.com/channel/UCTyifT\\_nKS-3woxEu1iIBXA](https://www.youtube.com/channel/UCTyifT_nKS-3woxEu1iIBXA)) or "Lake County PEG TV Live Stream" at <https://www.youtube.com/user/LakeCountyPegTV/featured> and the public may participate through Zoom at the link listed below. The public can submit comments and questions in writing for Board Member consideration by sending them to the Administrative Services Director/City Clerk at [mswanson@clearlake.ca.us](mailto:mswanson@clearlake.ca.us). To give the Board adequate time to review your questions and comments, please submit your written comments prior to 2:00 p.m. on the day of the meeting.

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### AGENDA

**MEETING PROCEDURES:** *All items on agenda will be open for public comments before final action is taken. Citizens wishing to introduce written material into the record at the public meeting on any item are requested to provide a copy of the written material to the City Clerk prior to the meeting date so that the material may be distributed to the Committee prior to the meeting. Speakers must restrict comments to the item as it appears on the agenda and stay within a three minute time limit. The Chair has the discretion of limiting the total discussion time for an item.*

#### AMERICANS WITH DISABILITY ACT (ADA) REQUESTS

If you need disability related modification, including auxiliary aids or services, to participate in this meeting, please contact Melissa Swanson, Administrative Services Director/City Clerk at the Clearlake City Hall, 14050 Olympic Drive, Clearlake, California 95422, phone (707) 994-8201, ext 106, or via email at [mswanson@clearlake.ca.us](mailto:mswanson@clearlake.ca.us) at least 72 hours prior to the meeting, to allow time to provide for special accommodations.

#### AGENDA REPORTS

Staff reports for each agenda item are available for review at <https://www.clearlake.ca.us>. Any writings or documents pertaining to an open session item provided to a majority of the Committee less than 72 hours prior to the meeting, shall be made available for public inspection on the City's website at <https://www.clearlake.ca.us>.

**Zoom Link:** <https://clearlakeca.zoom.us/j/89138106399>

#### A. ROLL CALL

**B. PLEDGE OF ALLEGIANCE****C. ADOPTION OF THE AGENDA** *(This is the time for agenda modifications.)*

**D. PUBLIC COMMENT:** *This is the time for any member of the public to address the Measure V Oversight Board on any matter not on the agenda that is within the subject matter jurisdiction of the City. **The Brown Act, with limited exceptions, does not allow the Measure V Oversight Board or staff to discuss issues brought forth under Public Comment.** The Board cannot take action on non-agenda items. Concerns may be referred to staff or placed on the next available agenda. Please note that comments from the public will also be taken on each agenda item. Comments shall be limited to three (3) minutes per person.*

**E. BUSINESS**

1. Minutes of the April 13, 2022 Meeting  
Recommended Action: Receive and file
2. Review of the FY 2021/2022 Measure V Budget
3. Review of the FY 2022/2023 Measure V Budget
4. Updated Measure V Projects Review
5. Adoption of Resolution No. OC 2022-01, A Resolution of the Measure V Oversight Committee of the City of Clearlake Declaring Compliance with Section 3-7.14 of Ordinance No 189-2016  
Recommended Action: Adopt Resolution and Recommend Review by City Council

**F. CITY MANAGER AND BOARD MEMBER REPORTS****G. FUTURE AGENDA ITEMS****H. ADJOURNMENT**

POSTED: October 14, 2022

BY:



Melissa Swanson, Administrative Services Director/City Clerk



## MEASURE V OVERSIGHT BOARD SPECIAL MEETING

Clearlake City Hall Council Chambers  
14050 Olympic Dr, Clearlake, CA

Wednesday, April 13, 2022

Special Meeting 2:00 PM

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### MINUTES

#### A. ROLL CALL

Present:

Chair Colbrandt  
Member Sabatier  
Member Silva  
Member Scholz

Absent:

Member Almon

#### B. PLEDGE OF ALLEGIANCE

#### C. BUSINESS

1. Minutes of the October 14, 2021 Meeting  
Recommended Action: Receive and file

Motion to approve made by Member Sabatier and seconded by Member Scholz. Motion passed with unanimous vote of the Board, with Member Almon absent.

2. Consideration of Letter of Support for Road Project Financing Package  
Recommended Action: Approve Letter of Support and Authorize the Chair to Sign

Finance Director Young and City Manager Flora gave the staff report.

Motion to approve made by Member Silva and seconded by Member Sabatier. The motion passed with a unanimous vote of the Board, with Member Almon absent.

#### D. ADJOURNMENT

The meeting was adjourned at 2:52 p.m.

April 13, 2022

Section E, Item 1.

BY:

A handwritten signature in blue ink that reads "Melissa Swanson". The signature is written in a cursive, flowing style.

Melissa Swanson, Administrative Services Director/City Clerk



Clearlake, CA

# My Budget Report

## Account Summary

For Fiscal: 2021-2022 Period Ending: 06/30/2022

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 220 - MEASURE V FUND</b>							
<b>Revenue</b>							
<a href="#">220-401-150</a>	SALES TAX-MEASURE "V"	2,492,527.00	2,492,527.00	-36,918.26	2,692,596.64	200,069.64	108.03 %
<a href="#">220-405-895</a>	OTHER INCOME	0.00	0.00	164,606.10	164,606.10	164,606.10	0.00 %
<a href="#">220-420-710</a>	INTEREST INCOME	500.00	500.00	-43.01	14.81	-485.19	97.04 %
	<b>Revenue Total:</b>	<b>2,493,027.00</b>	<b>2,493,027.00</b>	<b>127,644.83</b>	<b>2,857,217.55</b>	<b>364,190.55</b>	<b>14.61%</b>
<b>Expense</b>							
<a href="#">220-3065-500-101</a>	SALARIES (FT)	413,763.41	413,763.41	0.00	367,090.19	46,673.22	11.28 %
<a href="#">220-3065-500-105</a>	SPECIAL DUTY PAY	5,572.88	5,572.88	0.00	7,047.83	-1,474.95	-26.47 %
<a href="#">220-3065-500-106</a>	OVERTIME	30,000.00	30,000.00	0.00	14,164.29	15,835.71	52.79 %
<a href="#">220-3065-500-109</a>	HEALTH & LIFE INS	105,603.88	105,603.88	0.00	73,303.46	32,300.42	30.59 %
<a href="#">220-3065-500-110</a>	SDI	4,063.14	4,063.14	0.00	4,198.63	-135.49	-3.33 %
<a href="#">220-3065-500-112</a>	VACATION RESERVE	15,048.07	15,048.07	0.00	16,008.69	-960.62	-6.38 %
<a href="#">220-3065-500-114</a>	UNIFORM ALLOW	1,350.00	1,350.00	0.00	1,304.44	45.56	3.37 %
<a href="#">220-3065-500-115</a>	PERS CONTRIBUTION	58,598.14	58,598.14	0.00	52,850.00	5,748.14	9.81 %
<a href="#">220-3065-500-116</a>	WORKER'S COMP INS	21,058.81	21,058.81	0.00	18,620.16	2,438.65	11.58 %
<a href="#">220-3065-500-117</a>	UNEMPLOYMENT INSURANCE	4,357.34	4,357.34	0.00	3,987.58	369.76	8.49 %
<a href="#">220-3065-500-118</a>	SOCIAL SECURITY	414.18	414.18	0.00	0.00	414.18	100.00 %
<a href="#">220-3065-500-119</a>	MEDICARE	6,318.15	6,318.15	0.00	5,898.07	420.08	6.65 %
<a href="#">220-3065-500-120</a>	AUTO/CELL ALLOWANCE	0.00	0.00	0.00	159.10	-159.10	0.00 %
<a href="#">220-3065-600-235</a>	SUPPLIES	50,000.00	49,976.82	0.00	38,592.54	11,384.28	22.78 %
<a href="#">220-3065-600-333</a>	ADVERTISING	1,000.00	1,923.18	0.00	1,860.47	62.71	3.26 %
<a href="#">220-3065-700-453</a>	TRAVEL & TRAINING	2,500.00	1,600.00	0.00	145.25	1,454.75	90.92 %
<a href="#">220-3065-700-455</a>	RECRUITMENT EXPENSES	3,500.00	3,500.00	0.00	2,161.00	1,339.00	38.26 %
<a href="#">220-3065-750-560</a>	CONSULTANT SERVICES	10,000.00	10,000.00	0.00	3,957.09	6,042.91	60.43 %
<a href="#">220-3065-750-561</a>	CONTRACT SERVICES-MISC	0.00	20,000.00	0.00	19,214.00	786.00	3.93 %
<a href="#">220-3065-750-563</a>	AUDITING SERVICES	10,000.00	10,000.00	0.00	9,000.00	1,000.00	10.00 %
<a href="#">220-3065-800-680</a>	VEHICLE PURCHASE	25,000.00	25,000.00	0.00	18,278.44	6,721.56	26.89 %
<a href="#">220-3065-800-681</a>	EQUIPMENT & SOFTWARE	0.00	3,000.00	0.00	783.93	2,216.07	73.87 %
<a href="#">220-3065-800-884</a>	EQUIPMENT / VEHICLE LEASE	175,000.00	152,000.00	0.00	123,388.26	28,611.74	18.82 %
<a href="#">220-3065-970-999</a>	TRANSFERS OUT TO OTHER FUNDS	1,549,879.00	3,336,430.00	0.00	2,620,996.07	715,433.93	21.44 %
	<b>Expense Total:</b>	<b>2,493,027.00</b>	<b>4,279,578.00</b>	<b>0.00</b>	<b>3,403,009.49</b>	<b>876,568.51</b>	<b>20.48%</b>
	<b>Fund: 220 - MEASURE V FUND Surplus (Deficit):</b>	<b>0.00</b>	<b>-1,786,551.00</b>	<b>127,644.83</b>	<b>-545,791.94</b>	<b>1,240,759.06</b>	<b>69.45%</b>
	<b>Report Surplus (Deficit):</b>	<b>0.00</b>	<b>-1,786,551.00</b>	<b>127,644.83</b>	<b>-545,791.94</b>	<b>1,240,759.06</b>	<b>69.45%</b>

## Group Summary

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 220 - MEASURE V FUND</b>						
Revenue	2,493,027.00	2,493,027.00	127,644.83	2,857,217.55	364,190.55	14.61%
Expense	2,493,027.00	4,279,578.00	0.00	3,403,009.49	876,568.51	20.48%
<b>Fund: 220 - MEASURE V FUND Surplus (Deficit):</b>	<b>0.00</b>	<b>-1,786,551.00</b>	<b>127,644.83</b>	<b>-545,791.94</b>	<b>1,240,759.06</b>	<b>69.45%</b>
<b>Report Surplus (Deficit):</b>	<b>0.00</b>	<b>-1,786,551.00</b>	<b>127,644.83</b>	<b>-545,791.94</b>	<b>1,240,759.06</b>	<b>69.45%</b>

### Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
220 - MEASURE V FUND	0.00	-1,786,551.00	127,644.83	-545,791.94	1,240,759.06
Report Surplus (Deficit):	0.00	-1,786,551.00	127,644.83	-545,791.94	1,240,759.06



Clearlake, CA

# My Budget Report Account Summary

For Fiscal: 2022-2023 Period Ending: 10/31/2022

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 220 - MEASURE V FUND</b>							
<b>Revenue</b>							
<a href="#">220-401-150</a>	SALES TAX-MEASURE "V"	2,787,563.00	2,787,563.00	0.00	470,215.32	-2,317,347.68	83.13 %
<a href="#">220-405-895</a>	OTHER INCOME	0.00	0.00	0.00	164,606.10	164,606.10	0.00 %
<a href="#">220-420-710</a>	INTEREST INCOME	500.00	500.00	0.00	0.00	-500.00	100.00 %
	<b>Revenue Total:</b>	<b>2,788,063.00</b>	<b>2,788,063.00</b>	<b>0.00</b>	<b>634,821.42</b>	<b>-2,153,241.58</b>	<b>77.23%</b>
<b>Expense</b>							
<a href="#">220-3065-500-101</a>	SALARIES (FT)	453,609.12	453,609.12	10,790.96	95,245.54	358,363.58	79.00 %
<a href="#">220-3065-500-105</a>	SPECIAL DUTY PAY	6,317.94	6,317.94	128.17	2,184.78	4,133.16	65.42 %
<a href="#">220-3065-500-106</a>	OVERTIME	30,000.00	30,000.00	0.00	3,400.48	26,599.52	88.67 %
<a href="#">220-3065-500-109</a>	HEALTH & LIFE INS	97,931.56	97,931.56	3,373.71	22,435.29	75,496.27	77.09 %
<a href="#">220-3065-500-110</a>	SDI	5,385.13	5,385.13	132.98	1,065.44	4,319.69	80.22 %
<a href="#">220-3065-500-112</a>	VACATION RESERVE	16,620.15	16,620.15	387.41	1,813.37	14,806.78	89.09 %
<a href="#">220-3065-500-114</a>	UNIFORM ALLOW	1,350.00	2,350.00	0.00	0.00	2,350.00	100.00 %
<a href="#">220-3065-500-115</a>	PERS CONTRIBUTION	66,218.48	66,218.48	904.14	37,957.99	28,260.49	42.68 %
<a href="#">220-3065-500-116</a>	WORKER'S COMP INS	23,096.29	23,096.29	579.72	4,701.65	18,394.64	79.64 %
<a href="#">220-3065-500-117</a>	UNEMPLOYMENT INSURANCE	4,778.97	4,778.97	120.63	975.28	3,803.69	79.59 %
<a href="#">220-3065-500-118</a>	SOCIAL SECURITY	410.17	410.17	0.00	0.00	410.17	100.00 %
<a href="#">220-3065-500-119</a>	MEDICARE	6,929.51	6,929.51	180.93	1,430.88	5,498.63	79.35 %
<a href="#">220-3065-500-120</a>	AUTO/CELL ALLOWANCE	0.00	0.00	67.50	245.90	-245.90	0.00 %
<a href="#">220-3065-600-231</a>	VEHICLE MAINTENANCE	40,000.00	39,000.00	0.00	0.00	39,000.00	100.00 %
<a href="#">220-3065-600-235</a>	SUPPLIES	50,000.00	50,000.00	0.00	3,982.99	46,017.01	92.03 %
<a href="#">220-3065-600-333</a>	ADVERTISING	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<a href="#">220-3065-700-453</a>	TRAVEL & TRAINING	2,500.00	2,500.00	0.00	73.00	2,427.00	97.08 %
<a href="#">220-3065-700-455</a>	RECRUITMENT EXPENSES	3,500.00	3,500.00	0.00	2,512.92	987.08	28.20 %
<a href="#">220-3065-750-560</a>	CONSULTANT SERVICES	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
<a href="#">220-3065-750-563</a>	AUDITING SERVICES	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
<a href="#">220-3065-800-680</a>	VEHICLE PURCHASE	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00 %
<a href="#">220-3065-800-884</a>	EQUIPMENT / VEHICLE LEASE	175,000.00	175,000.00	0.00	85,409.58	89,590.42	51.19 %
<a href="#">220-3065-950-774</a>	DEBT SERVICES	500,000.00	500,000.00	0.00	0.00	500,000.00	100.00 %
<a href="#">220-3065-970-999</a>	TRANSFERS OUT TO OTHER FUNDS	1,500,000.00	1,500,000.00	0.00	0.00	1,500,000.00	100.00 %
	<b>Expense Total:</b>	<b>3,029,647.32</b>	<b>3,029,647.32</b>	<b>16,666.15</b>	<b>263,435.09</b>	<b>2,766,212.23</b>	<b>91.30%</b>
	<b>Fund: 220 - MEASURE V FUND Surplus (Deficit):</b>	<b>-241,584.32</b>	<b>-241,584.32</b>	<b>-16,666.15</b>	<b>371,386.33</b>	<b>612,970.65</b>	<b>253.73%</b>
	<b>Report Surplus (Deficit):</b>	<b>-241,584.32</b>	<b>-241,584.32</b>	<b>-16,666.15</b>	<b>371,386.33</b>	<b>612,970.65</b>	<b>253.73%</b>



## Group Summary

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 220 - MEASURE V FUND</b>						
Revenue	2,788,063.00	2,788,063.00	0.00	634,821.42	-2,153,241.58	77.23%
Expense	3,029,647.32	3,029,647.32	16,666.15	263,435.09	2,766,212.23	91.30%
<b>Fund: 220 - MEASURE V FUND Surplus (Deficit):</b>	<b>-241,584.32</b>	<b>-241,584.32</b>	<b>-16,666.15</b>	<b>371,386.33</b>	<b>612,970.65</b>	<b>253.73%</b>
<b>Report Surplus (Deficit):</b>	<b>-241,584.32</b>	<b>-241,584.32</b>	<b>-16,666.15</b>	<b>371,386.33</b>	<b>612,970.65</b>	<b>253.73%</b>

## Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
220 - MEASURE V FUND	-241,584.32	-241,584.32	-16,666.15	371,386.33	612,970.65
Report Surplus (Deficit):	-241,584.32	-241,584.32	-16,666.15	371,386.33	612,970.65