Agenda
Regular Meeting of the City Council
Wednesday December 04, 2019
6:00 PM

City Council Regular Meeting

Mayor	**Lakhvir Ghag**
Vice Mayor	**Bob Woten**
Councilmember	**Luis Hernandez**
Councilmember	**J.R. Thiara**
Councilmember	**Aleksandar Tica**

The Council may take up any agenda item at any time, regardless of the order listed. Action may be taken on any item on this agenda. Materials related to an item on this Agenda submitted to the Council after distribution of the agenda packet are available for public inspection at City Hall, 9955 Live Oak Blvd., Live Oak, during normal business hours. Such documents are also available on the City of Live Oak's website at www.liveoakcity.org, subject to staff's availability to post the documents before the meeting.

If you wish to speak before council at the meeting on any item, please complete a speaker card and submit to the meeting clerk before the item is discussed.

In compliance with the Americans with Disabilities Act, the meeting room is wheelchair accessible and disabled parking is available. If you have a disability and need disability-related modifications or accommodations to participate in this meeting, please contact the City Clerk's office at (530) 695-2112 x102. Requests must be made at least 24 hours in advance.

Call to Order

Roll Call

Pledge of Allegiance and Invocation

City Council Organization for 2020

A. Election of Council Mayor B. Election of Council Vice Mayor

Public Comment

Any person wishing to address the City Council on any matter within the jurisdiction of the City, whether or not it appears on this agenda, is asked to complete a "Speaker Request Form" available on the service counter. Submit the completed for to the Clerk prior to speaking before the City Council. If you are commenting on an agenda item, your comments will be heard at the time that item is scheduled for discussion. The City Council adopted a time limit of three (3) minutes per person. The Brown Act does not allow for Council discussion of items not on the agenda. Councilmembers may only a) refer the matter to staff; b) ask for additional information; c) request a report back; or d) provide a limited factual response for items not listed on the agenda.

Consent Items

Consent Calendar is passed by one motion with exceptions and separate votes as noted.

1. **Accounts Payable Transactions**
   Recommendation: Receive and file accounts payable transactions for November 18, 2019 to November 22, 2019.

   Accounts Payable Transactions Report

   Transactions

2. **City Council Meeting Minutes**
   Recommendation: Approve the November 20, 2019 Regular Meeting minutes.

   11.20.2019 Regular Meeting Minutes

3. **Contract Amendment with West Yost for Well 7 Project**
   Recommendation: 1) Approve the contract amendment with West Yost; 2) Approve the budget amendment resolution in the amount of $350,000 from the Water Connection Fund; and 3) Authorize a $350,000 2-year loan at 2% interest from the Sewer Enterprise to the Water Connection Fund.

   Budget Augmentation Request

   Resolution

Discussion Items

4. **Appointment and Reappointment to the City of Live Oak Planning Commission**
   Recommendation: 1) Appoint Shane Bridges to the Planning Commission, with a term ending January 31, 2024; and 2) Reappoint Jeramy Chapdelaine to the Planning Commission, with a term ending January 31, 2024.

List of Current Commissioners

Shane Bridges's Application

Jeramy Chapdelaine's Application

5. **Discussion and Possible Action Regarding Sutter County Dispatch Proposal**
   Recommendation: Discuss and provide direction regarding Sutter County Sheriff's Department request regarding dispatch software.

   Staff Report

   Letter from Sheriff

6. **Reclassification of City Positions**
   Recommendation: Approve the reclassification of the following budgeted positions: Administrative Assistant Public Services to Recreation Supervisor, Administrative Assistant Public Services to Management Analyst, and Temporary Parks Maintenance Worker I to Regular Parks Maintenance Worker I.

   Staff Report

Updates and Announcements (City Attorney, City Manager)

Councilmember Reports/Comments/Requests

Adjournment

City of Live Oak

Report to City Council

Meeting Date:	December 4, 2019
Title:	Accounts Payable Transactions
Location:	Citywide
Recommendation:	Receive and file accounts payable transactions for November 18, 2019 to November 22, 2019.
Fiscal Impacts:	None.
Contact Information:	Joe Aguilar, Finance Director

Attachments:

Accounts Payable Transactions Report

Transactions

Accounts Payable Transaction Packet ID Information

Exhibit #	Accounts Payable Transactions for:		
A. November 18th.	Packet # 05328 – 11/18/19 FY 19/20	Direct	AP
B. November 22nd.	Packet # 05335 – 11/22/19 FY 19/20	Direct	AP
C. November 20th.	Packet # 05338 – 11/20/19 FY 19/20	Regular	AP
D. November 22nd.	Packet #05332 – 11/22/19 FY 19/20	Direct	AP

VENDOR SET: 01 City of Live Oak
BANK: GEN Cash & Investments
DATE RANGE:11/18/2019 THRU 11/22/2019

VENDOR	I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
25655		ALL-AMERICAN CONSTRUCTION, INC							
	I-PENNINGTON W. #1	9/19 PENNINGTON RD WEST	V	10/25/2019			052684		132,453.75
25655		ALL-AMERICAN CONSTRUCTION, INC							
	M-CHECK	ALL-AMERICAN CONSTRUCTIOUNPOST	V	11/19/2019			052684		132,453.75CR
25655		ALL-AMERICAN CONSTRUCTION, INC							
	I-#1 PENNINGTON W	9/19 PENNINGTON RD WEST WTR MA	R	11/18/2019			052784		
	067 5-6700-6022	Program Income Waiver	REISSUE CHECK #52684		132,453.75				132,453.75
27440		PUBLIC EMPLOYEES UNION LOCAL 1							
	I-72 201911181040	PUBLIC EMPLOYEES UNION LOCAL 1	R	11/22/2019			052785		
	010 2050	Union Dues Payable	PUBLIC EMPLOYEES UNI		155.73				
	012 2050	Union Dues Payable	PUBLIC EMPLOYEES UNI		107.36				
	013 2050	Union Dues Payable	PUBLIC EMPLOYEES UNI		104.44				
	014 2050	Union Dues Payable	PUBLIC EMPLOYEES UNI		45.72				413.25
1		"ANDRADE, JAVIER","							
	I-11/9/19 J. ANDRADE	"	R	11/20/2019			052786		
	010 2015	Customer Deposits	11/9/19 J. ANDRADE C		500.00				500.00
1		"BULLERI, CHRISTINE","							
	I-RE: 11/19 C.BULLER	"	R	11/20/2019			052787		
	010 4-0000-4205	Swim Lessons/Aqua Areobics	A. BULLERI SWIM REFU		18.00				18.00
1		"MARK SEEDING SERVICES","							
	I-11/19 MARK SEEDING	"	R	11/20/2019			052788		
	012 4-0000-4404	Service Miscellaneous	REFUND PORTION HYDRA		423.66				423.66
1		"NEGRETE, ALEJANDRO","							
	I-11/8/19 A. NEGRETE	"	R	11/20/2019			052789		
	010 4-0000-4214	Youth Soccer Fees	YS COACHING DISCOUNT		15.00				15.00
1		"WATSON, LORENA","							
	I-11/10/19 L. WATSON	"	R	11/20/2019			052790		
	010 2015	Customer Deposits	L. WATSON 11/10/19 C		500.00				500.00
13100		HARSHBARGER ACE HARDWARE							
	I-347462	PARTS AND SUPPLIES- SEWER	R	11/20/2019			052791		
	013 5-1300-5311	Repair & Maintenance WWTP	PARTS AND SUPPLIES-		86.27				
	I-347609	PIPE - WATER	R	11/20/2019			052791		
	012 5-1200-5311	Repair & Maintenance	PIPE - WATER		18.19				
	I-349309	ADAPTER; BALL VALVE - WATER	R	11/20/2019			052791		
	012 5-1200-5311	Repair & Maintenance	ADAPTER; BALL VALVE		14.99				119.45

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VENDOR	I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
25655		ALL-AMERICAN CONSTRUCTION, INC							
	I-PENNINGTON W #2	SERVICES THRU 11/1/19 PENNINGT	R	11/20/2019			052792		
	067 5-6700-6022	Program Income Waiver	PENNINGTON RD WEST W		155,215.00				
	067 2002	Retention Payable	RETENTION		7,760.75CR				147,454.25
00430		ALLIANT NETWORKING SERVICES, I							
	I-11695	SSL CERT - EXPIRES 11/6/21	R	11/20/2019			052793		
	010 5-1005-5353	Special Departmental Expense	SSL CERT - EXPIRES 1		159.98				
	I-11701	12/19 SERVICE W/BARRACUDA AGRE	R	11/20/2019			052793		
	010 5-1000-5341	Professional Services	12/19 SERVICE/BARRAC		164.95				
	010 5-1005-5341	Professional Services	12/19 SERVICE/BARRAC		164.95				
	010 5-1010-5341	Professional Services	12/19 SERVICE/BARRAC		164.95				
	010 5-1015-5341	Professional Services	12/19 SERVICE/BARRAC		164.95				
	010 5-1020-5341	Professional Services	12/19 SERVICE/BARRAC		164.95				
	010 5-1025-5341	Professional Services	12/19 SERVICE/BARRAC		164.95				
	010 5-1030-5341	Professional Services	12/19 SERVICE/BARRAC		164.95				
	012 5-1200-5341	Professional Services	12/19 SERVICE/BARRAC		989.70				
	013 5-1300-5341	Professional Services	12/19 SERVICE/BARRAC		989.70				
	014 5-1400-5341	Professional Services	12/19 SERVICE/BARRAC		164.95				3,458.98
27305		ALVARADO, OZIEL							
	I-RE: 11/18	REPRINT 11/18 CELL	R	11/20/2019			052794		
	014 5-1400-5323	Communications	REPRINT 11/18 CELL		25.00				25.00
20645		APPLIED INDUSTRIAL TECHNOLOGIE							
	I-7017509174	PURE TAC FOOD GREASE - SEWER	R	11/20/2019			052795		
	013 5-1300-5303	Operating Supplies	PURE TAC FOOD GREASE		1,246.81				1,246.81
00175		ARAMARK UNIFORM SERVICES							
	I-637041017	10/19 UNIFORM SERVICE	R	11/20/2019			052796		
	010 5-1030-5341	Professional Services	10/19 UNIFORM SERVIC		24.37				
	012 5-1200-5341	Professional Services	10/19 UNIFORM SERVIC		24.38				
	013 5-1300-5341	Professional Services	10/19 UNIFORM SERVIC		24.38				
	014 5-1400-5341	Professional Services	10/19 UNIFORM SERVIC		24.38				
	I-637054652	10/19 UNIFORM SERVICE	R	11/20/2019			052796		
	010 5-1030-5341	Professional Services	10/19 UNIFORM SERVIC		21.94				
	012 5-1200-5341	Professional Services	10/19 UNIFORM SERVIC		21.94				
	013 5-1300-5341	Professional Services	10/19 UNIFORM SERVIC		21.94				
	014 5-1400-5341	Professional Services	10/19 UNIFORM SERVIC		21.94				
	I-637068263	10/19 UNIFORM SERVICE	R	11/20/2019			052796		
	010 5-1030-5341	Professional Services	10/19 UNIFORM SERVIC		24.37				
	012 5-1200-5341	Professional Services	10/19 UNIFORM SERVIC		24.38				
	013 5-1300-5341	Professional Services	10/19 UNIFORM SERVIC		24.38				
	014 5-1400-5341	Professional Services	10/19 UNIFORM SERVIC		24.38				
	I-637081812	10/19 UNIFORM SERVICE	R	11/20/2019			052796		
	010 5-1030-5341	Professional Services	10/19 UNIFORM SERVIC		24.37				
	012 5-1200-5341	Professional Services	10/19 UNIFORM SERVIC		24.38				
	013 5-1300-5341	Professional Services	10/19 UNIFORM SERVIC		24.38				

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00175		ARAMARK UNIFORM SERVICCONT							
	I-637081812	10/19 UNIFORM SERVICE	R	11/20/2019			052796		
	014 5-1400-5341	Professional Services	10/19 UNIFORM SERVIC		24.38				
	I-637095299	10/19 UNIFORM SERVICE	R	11/20/2019			052796		
	010 5-1030-5341	Professional Services	10/19 UNIFORM SERVIC		24.37				
	012 5-1200-5341	Professional Services	10/19 UNIFORM SERVIC		24.38				
	013 5-1300-5341	Professional Services	10/19 UNIFORM SERVIC		24.38				
	014 5-1400-5341	Professional Services	10/19 UNIFORM SERVIC		24.38				477.80
18845		BANKS, JASON							
	I-RE:6/17 - 10/18	REPRINT CELL CHECKS	R	11/20/2019			052797		
	010 5-1000-5323	Communications	REPRINT JUNE 2017 CE		25.00				
	010 5-1000-5323	Communications	REPRINT JULY 2017 CE		25.00				
	010 5-1000-5323	Communications	REPRINT AUGUST 2017		25.00				
	010 5-1000-5323	Communications	REPRINT FEBRUARY 201		25.00				
	010 5-1000-5323	Communications	REPRINT MARCH 2018 C		25.00				
	010 5-1000-5323	Communications	REPRINT APRIL 2018 C		25.00				
	010 5-1000-5323	Communications	REPRINT MAY 2018 CEL		25.00				
	010 5-1000-5323	Communications	REPRINT JUNE 2018 CE		25.00				
	010 5-1000-5323	Communications	REPRINT SEPTEMBER 20		25.00				
	010 5-1000-5323	Communications	REPRINT OCTOBER 2018		25.00				250.00
01660		CA ASSOCIATION OF CODE ENFORC							
	I-300010562	2020 CACEO DUES- A. SCHMIDT	R	11/20/2019			052798		
	010 5-1020-5333	Dues & Subscriptions	2020 CACEO DUES- A.		95.00				95.00
26240		CARATACHEA, CESAR							
	I-RE: 12/17 CELL	REPRINT 12/17 CELL	R	11/20/2019			052799		
	010 5-1030-5323	Communications	REPRINT 12/17 CELL		25.00				25.00
19460		CISCO AIR SYSTEMS, INC.							
	I-153554-1	AIR FILTER FOR WELL #4 COMPRES	R	11/20/2019			052800		
	012 5-1200-5311	Repair & Maintenance	AIR FILTER FOR WELL		38.59				38.59
25760		CIT							
	I-34304039	11/19 KONICA LEASE - SEWER	R	11/20/2019			052801		
	013 5-1300-5321	Rents & Leases	11/19 KONICA LEASE -		130.49				130.49
10865		CITY OF YUBA CITY							
	I-LAB0002187	WASTE WATER TESTING	R	11/20/2019			052802		
	013 5-1300-5341	Professional Services	WW TESTING 24457 - 1		60.00				
	013 5-1300-5341	Professional Services	WW TESTING 24461 - 1		235.66				
	013 5-1300-5341	Professional Services	WW TESTING 24466 - 1		59.66				
	013 5-1300-5341	Professional Services	WW TESTING 24473 - 1		232.67				
	013 5-1300-5341	Professional Services	WW TESTING 24479 - 1		56.67				644.66

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27320		CLAYTON, MICHAEL							
	I-RE: 11/9/19	BOOT ALLOWANCE-DONS SHOES	R	11/20/2019			052803		
	014 5-1400-5309	Safety Items	BOOT ALLOWANCE-DONS		198.40				198.40
26420		CLEMENS, ROXANNE							
	I-RE: 11/17 CELL	REPRINT 11/17 CELL	R	11/20/2019			052804		
	013 5-1300-5323	Communications	REPRINT 11/17 CELL		12.50				12.50
26450		COMMERCIAL AUTO & DIESEL ELECT							
	I-24074	SMOG TEST #145	R	11/20/2019			052805		
	010 5-1030-5315	Repair & Maintenance Vehicles	SMOG TEST #145 - PAR		11.25				
	012 5-1200-5315	Repair & Maintenance Vehicles	SMOG TEST #145 - WAT		11.25				
	013 5-1300-5315	Repair & Maintenance Vehicles	SMOG TEST #145 - SEW		11.25				
	014 5-1400-5315	Repair & Maintenance Vehicles	SMOG TEST #145 - STR		11.25				45.00
22745		CONTAINER SOLUTIONS, INC.							
	I-166374	12/19 CONTAINER RENTAL- CITY H	R	11/20/2019			052806		
	010 5-1005-5321	Rents & Leases	12/19 CONTAINER SOLU		95.45				95.45
19745		DUENAS, DANIEL							
	I-RE: 10/17 CELL	REPRINT 10/17 CELL	R	11/20/2019			052807		
	014 5-1400-5323	Communications	REPRINT 10/17 CELL		25.00				25.00
03605		FEDERAL EXPRESS							
	I-776596794051	SPEED BUMP FREIGHT-SOCCER	R	11/20/2019			052808		
	010 5-1030-5353	Special Departmental Expense	SPEED BUMP FREIGHT-S		73.33				73.33
04160		GMS, INC.							
	I-234576	10/19 MONTHLY LICENSE/WARRANTY	R	11/20/2019			052809		
	010 5-1015-5317	Maintenance & Service Contract	10/19 MONTHLY LICENS		35.00				
	I-234577	10/19 MONTHLY SERVICE/SUPPORT	R	11/20/2019			052809		
	010 5-1015-5317	Maintenance & Service Contract	10/19 MONTHLY SERVIC		65.00				100.00
04325		HACH COMPANY							
	I-11699501	FERROVER IRON REAGENT; ASCORBI	R	11/20/2019			052810		
	012 5-1200-5303	Operating Supplies	FERROVER IRON REAGEN		481.00				481.00
04610		HUST BROTHERS, INC.							
	C-03CN003537	RETURN - RADIATOR CAP #117	R	11/20/2019			052811		
	013 5-1300-5315	Repair & Maintenance Vehicles	RETURN - RADIATOR CA		4.27CR				
	I-03IV057642	BATTERY FOR DUMP TRUCK	R	11/20/2019			052811		
	010 5-1030-5315	Repair & Maintenance Vehicles	BATTERY FOR DUMP TRU		41.77				
	012 5-1200-5315	Repair & Maintenance Vehicles	BATTERY FOR DUMP TRU		41.77				
	014 5-1400-5315	Repair & Maintenance Vehicles	BATTERY FOR DUMP TRU		41.78				
	I-03IV057717	BATTERY TESTER	R	11/20/2019			052811		
	012 5-1200-5319	Small Tools & Equipment	BATTERY TESTER - WAT		4.39				
	013 5-1300-5319	Small Tools & Equipment	BATTERY TESTER - SEW		8.77				
	I-03IV057782	RADIATOR CAP #117	R	11/20/2019			052811		

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04610		HUST BROTHERS, INC. CONT							
	I-03IV057782	RADIATOR CAP #117	R	11/20/2019			052811		
	013 5-1300-5315	Repair & Maintenance Vehicles	RADIATOR CAP #117		4.27				
	I-03IV057784	RADIATOR CAP #117	R	11/20/2019			052811		
	013 5-1300-5315	Repair & Maintenance Vehicles	RADIATOR CAP #117		7.39				145.87
12935		INLAND BUSINESS SYSTEMS, INC							
	I-IN446618	I0970: 10/3/19-11/2/19 COPIER	R	11/20/2019			052812		
	010 5-1005-5321	Rents & Leases	I0970: 10/3/19-11/2/		316.07				
	012 5-1200-5321	Rents & Leases	I0970: 10/3/19-11/2/		316.07				
	013 5-1300-5321	Rents & Leases	I0970: 10/3/19-11/2/		316.07				948.21
25535		ITHURBURN, HOPE							
	I-RE: 7/18 CELL	REPRINT 7/18 CELL	R	11/20/2019			052813		
	010 5-1005-5323	Communications	REPRINT 7/18 CELL		25.00				25.00
21395		LANDA & SONS GLASS							
	I-53642	DOOR REPAIRS - CITY HALL	R	11/20/2019			052814		
	010 5-1032-5313	Repair & Maint Builidings	DOOR REPAIRS - CITY		70.00				70.00
27725		LANGUAGE TESTING INTERNATIONAL							
	I-L31533-IN	BILINGUAL TEST- C. MENCHACA-CI	R	11/20/2019			052815		
	010 5-1005-5341	Professional Services	BILINGUAL TEST- C. M		119.00				119.00
14885		PACE SUPPLY CORPORATION							
	I-85688953	REPAIR CLAMP - WATER	R	11/20/2019			052816		
	012 5-1200-5311	Repair & Maintenance	REPAIR CLAMP - WATER		150.59				
	012 5-1200-5311	Repair & Maintenance	LESS 2% DISCOUNT		2.81CR				
	I-85693160	VALVE; GASKET - WATER	R	11/20/2019			052816		
	012 5-1200-5311	Repair & Maintenance	VALVE; GASKET - WATE		447.10				
	012 5-1200-5311	Repair & Maintenance	LESS 2% DISCOUNT		8.34CR				586.54
07160		PACIFIC GAS AND ELECTRIC COMPA							
	I-6388819353-7-11/19	11/19 DEPOT ON LIVE OAK BLVD	R	11/20/2019			052817		
	010 5-1032-5339	Utilities	11/19 DEPOT ON LIVE		29.65				29.65
25910		POWERED OUTDOOR EQUIPMENT							
	I-RE: 41970	CABLE ASY CONTROL - STREET	R	11/20/2019			052818		
	014 5-1400-5311	Repair & Maintenance	CABLE ASY CONTROL -		89.97				
	I-RE: 41973	CHAINSAW REPAIR -LBR-PARKS	R	11/20/2019			052818		
	010 5-1030-5311	Repair & Maintenance	CHAINSAW REPAIR -LBR		56.25				
	I-RE: 41973.A	CHAINSAW REPAIR-PRTS-PARKS	R	11/20/2019			052818		
	010 5-1030-5311	Repair & Maintenance	CHAINSAW REPAIR-PRTS		111.39				
	I-RE: 42231	CHAINSAW REPAIR -PRTS-PARKS	R	11/20/2019			052818		
	010 5-1030-5311	Repair & Maintenance	CHAINSAW REPAIR -PRT		49.31				306.92

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VENDOR	I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
26705		RANEY PLANNING AND MANAGEMENT							
	I-1769P-23	10/19 GENERAL PLANNING SERVICE	R	11/20/2019			052819		
	010 5-1015-5341	Professional Services	10/19 GENERAL PLANNI		4,381.05				4,381.05
10925		RECOLOGY YUBA-SUTTER							
	I-YS2545	10/19 STREET SWEEPING	R	11/20/2019			052820		
	014 5-1400-5341	Professional Services	10/19 STREET SWEEPIN		2,073.62				2,073.62
08000		REXEL, INC.							
	I-S126111908.001	TUBE BASE RELAY - SEWER	R	11/20/2019			052821		
	013 5-1300-5311	Repair & Maintenance WWTP	TUBE BASE RELAY - SE		37.81				37.81
22355		STATE WATER RESOURCES CONTROL							
	I-WD-0165144	ID: 5SSO10898- ANNUAL PERMIT	R	11/20/2019			052822		
	013 5-1300-5337	Licenses and Permits	ID: 5SSO10898- ANNUA		2,625.00				
	I-WD-0167350	ID: 5A510100001- ANNUAL PERMIT	R	11/20/2019			052822		
	013 5-1300-5337	Licenses and Permits	ID: 5A510100001- ANN		8,939.00				
	I-WD-0167618	ID: 4DW0563 ANNUAL PERMIT FEE	R	11/20/2019			052822		
	012 5-1200-5337	Licenses and Permits	ID: 4DW0563 ANNUAL P		624.00				12,188.00
27560		STOUTAIR							
	I-383	HVAC MAINTENANCE - CITY HALL	R	11/20/2019			052823		
	010 5-1032-5313	Repair & Maint Builidings	HVAC MAINTENANCE - C		945.00				945.00
26675		THATCHER COMPANY OF CALIFORNIA							
	I-270327	FERRIC CHLORIDE - WELL #2	R	11/20/2019			052824		
	012 5-1200-5305	Chemicals	FERRIC CHLORIDE - WE		1,227.65				
	I-270328	FERRIC CHLORIDE WELL #3	R	11/20/2019			052824		
	012 5-1200-5305	Chemicals	FERRIC CHLORIDE WELL		711.20				
	I-270329	FERRIC CHLORIDE - WELL #4	R	11/20/2019			052824		
	012 5-1200-5305	Chemicals	FERRIC CHLORIDE - WE		988.18				2,927.03
09710		THE HOSE SHOP, LLC.							
	I-57531	FEM CAM LOCK - SEWER	R	11/20/2019			052825		
	013 5-1300-5311	Repair & Maintenance WWTP	FEM CAM LOCK - SEWER		25.53				25.53
26060		TICA, ALEKSANDAR M.							
	I-RE: 11/17 CELL	REPRINT 11/17 CELL	R	11/20/2019			052826		
	010 5-1000-5323	Communications	REPRINT 11/17 CELL		25.00				25.00
26945		TORRES, ANGEL							
	I-RE: 4/18	REPRINT APRIL 2018 CELL	R	11/20/2019			052827		
	010 5-1030-5323	Communications	REPRINT APRIL 2018 C		6.25				6.25

VENDOR SET: 01 City of Live Oak
BANK: GEN Cash & Investments
DATE RANGE:11/18/2019 THRU 11/22/2019

VENDOR	I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
18995		TRACTOR SUPPLY COMPANY							
	I-300630406	COLD GEAR; FACE MASK; GLOVES	R	11/20/2019			052828		
	010 5-1030-5303	Operating Supplies	COLD GEAR; FACE MASK		63.73				
	I-300631999	RODENT PAINT - SEWER	R	11/20/2019			052828		
	013 5-1300-5303	Operating Supplies	RODENT PAINT - SEWER		42.88				106.61
27065		TRETO, LUIS							
	I-RE: 5/18 - 6/18	REPRINT CELL CHECKS	R	11/20/2019			052829		
	010 5-1030-5323	Communications	REPRINT MAY 2018 CEL		6.25				
	010 5-1030-5323	Communications	REPRINT JUNE 2018 CE		12.50				18.75
26780		US BANCORP GOVERNMENT LEASING							
	I-RE:2018 ESCROW FEE	2018 FIRE ENGINE LEASE	R	11/20/2019			052830		
	010 5-1010-5353	Special Departmental Expense	2018 FIRE ENGINE LEA		10.00				10.00
10130		USA BLUEBOOK							
	I-65080	INJECTION CHECK VALVES; ROLLER	R	11/20/2019			052831		
	012 5-1200-5311	Repair & Maintenance	INJECTION CHECK VALV		270.40				270.40
28430		UTILITY TELECOM GROUP, LLC							
	I-134096-11/19	11/1/19-11/30/19 SERVICES-CITY	R	11/20/2019			052832		
	010 5-1032-5323	Communications	11/1/19-11/30/19 SER		481.50				481.50
17135		VERIZON WIRELESS							
	I-9841563600	10/7/19-11/6/19 #472383906-000	R	11/20/2019			052833		
	013 5-1300-5323	Communications	10/7/19-11/6/19 LAPT		38.01				
	010 5-1000-5323	Communications	10/7/19-11/6/19 THIA		38.01				
	010 5-1000-5323	Communications	10/7/19-11/6/19 HERN		38.01				
	010 5-1000-5323	Communications	10/7/19-11/6/19 GHAG		38.01				
	010 5-1005-5323	Communications	10/7/19-11/6/19 VACA		38.01				
	010 5-1030-5323	Communications	10/7/19-11/6/19 CIBR		38.01				
	010 5-1000-5323	Communications	10/7/19-11/6/19 TICA		38.01				
	010 5-1000-5323	Communications	10/7/19-11/6/19 WOTE		38.01				
	010 5-1005-5323	Communications	10/7/19-11/6/19 VACA		38.01				
	010 5-1005-5323	Communications	10/7/19-11/6/19 VACA		38.01				380.10
27530		WOTEN, BOB							
	I-RE: 4/19 CELL	REPRINT 4/19 CELL	R	11/20/2019			052834		
	010 5-1000-5323	Communications	REPRINT 4/19 CELL		25.00				25.00
11030		ZEE MEDICAL COMPANY							
	I-724707092	FIRST AID SUPPLIES	R	11/20/2019			052835		
	010 5-1030-5309	Safety Items	FIRST AID SUPPLIES -		61.52				
	014 5-1400-5309	Safety Items	FIRST AID SUPPLIES -		61.52				123.04

VENDOR SET: 01 City of Live Oak
BANK: GEN Cash & Investments
DATE RANGE:11/18/2019 THRU 11/22/2019

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
23840	AMERICAN FIDELITY ASSURANCE CO							
I-11/19 RUBY PREMS	AMERICAN FIDELITY ASSURANCE CO	R	11/22/2019			052836		
010 2055	Aflac Payable	11/19 RUBY'S PREMIUM		46.56				
I-64 201911041039	AF SUPPLEMENTAL BENEFITS	R	11/22/2019			052836		
010 2055	Aflac Payable	AF SUPPLEMENTAL BENE		37.65				
012 2055	Aflac Payable	AF SUPPLEMENTAL BENE		3.00				
013 2055	Aflac Payable	AF SUPPLEMENTAL BENE		3.00				
014 2055	Aflac Payable	AF SUPPLEMENTAL BENE		3.00				
I-64 201911181040	AF SUPPLEMENTAL BENEFITS	R	11/22/2019			052836		
010 2055	Aflac Payable	AF SUPPLEMENTAL BENE		37.65				
012 2055	Aflac Payable	AF SUPPLEMENTAL BENE		3.00				
013 2055	Aflac Payable	AF SUPPLEMENTAL BENE		3.00				
014 2055	Aflac Payable	AF SUPPLEMENTAL BENE		3.00				
I-65 201911041039	AF AFTER TAX SUPPL BENEFITS	R	11/22/2019			052836		
010 2055	Aflac Payable	AF AFTER TAX SUPPL B		48.53				
012 2055	Aflac Payable	AF AFTER TAX SUPPL B		17.75				
013 2055	Aflac Payable	AF AFTER TAX SUPPL B		20.45				
014 2055	Aflac Payable	AF AFTER TAX SUPPL B		5.60				
I-65 201911181040	AF AFTER TAX SUPPL BENEFITS	R	11/22/2019			052836		
010 2055	Aflac Payable	AF AFTER TAX SUPPL B		48.54				
012 2055	Aflac Payable	AF AFTER TAX SUPPL B		17.75				
013 2055	Aflac Payable	AF AFTER TAX SUPPL B		20.45				
014 2055	Aflac Payable	AF AFTER TAX SUPPL B		5.60				
I-66 201911041039	AF EL OFFICIAL SUPP BENEFITS	R	11/22/2019			052836		
010 2055	Aflac Payable	AF EL OFFICIAL SUPP		47.92				
012 2055	Aflac Payable	AF EL OFFICIAL SUPP		5.99				
013 2055	Aflac Payable	AF EL OFFICIAL SUPP		5.99				384.43

* * T O T A L S * *	NO		INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	53		315,960.68	0.00	315,960.68
HAND CHECKS:	0		0.00	0.00	0.00
DRAFTS:	0		0.00	0.00	0.00
EFT:	0		0.00	0.00	0.00
NON CHECKS:	0		0.00	0.00	0.00
VOID CHECKS:	1	VOID DEBITS 0.00			
		VOID CREDITS 132,453.75CR	132,453.75CR	0.00	

TOTAL ERRORS: 0

VENDOR SET: 01 City of Live Oak
BANK: GEN Cash & Investments
DATE RANGE:11/18/2019 THRU 11/22/2019

** G/L ACCOUNT TOTALS **

G/L ACCOUNT	NAME	AMOUNT
010 2015	Customer Deposits	1,000.00
010 2050	Union Dues Payable	155.73
010 2055	Aflac Payable	266.85
010 4-0000-4205	Swim Lessons/Aqua Areobics	18.00
010 4-0000-4214	Youth Soccer Fees	15.00
010 5-1000-5323	Communications	490.05
010 5-1000-5341	Professional Services	164.95
010 5-1005-5321	Rents & Leases	411.52
010 5-1005-5323	Communications	139.03
010 5-1005-5341	Professional Services	283.95
010 5-1005-5353	Special Departmental Expense	159.98
010 5-1010-5341	Professional Services	164.95
010 5-1010-5353	Special Departmental Expense	10.00
010 5-1015-5317	Maintenance & Service Contract	100.00
010 5-1015-5341	Professional Services	4,546.00
010 5-1020-5333	Dues & Subscriptions	95.00
010 5-1020-5341	Professional Services	164.95
010 5-1025-5341	Professional Services	164.95
010 5-1030-5303	Operating Supplies	63.73
010 5-1030-5309	Safety Items	61.52
010 5-1030-5311	Repair & Maintenance	216.95
010 5-1030-5315	Repair & Maintenance Vehicles	53.02
010 5-1030-5323	Communications	88.01
010 5-1030-5341	Professional Services	284.37
010 5-1030-5353	Special Departmental Expense	73.33
010 5-1032-5313	Repair & Maint Builidings	1,015.00
010 5-1032-5323	Communications	481.50
010 5-1032-5339	Utilities	29.65
	*** FUND TOTAL ***	10,717.99
012 2050	Union Dues Payable	107.36
012 2055	Aflac Payable	47.49
012 4-0000-4404	Service Miscellaneous	423.66
012 5-1200-5303	Operating Supplies	481.00
012 5-1200-5305	Chemicals	2,927.03
012 5-1200-5311	Repair & Maintenance	928.71
012 5-1200-5315	Repair & Maintenance Vehicles	53.02
012 5-1200-5319	Small Tools & Equipment	4.39
012 5-1200-5321	Rents & Leases	316.07
012 5-1200-5337	Licenses and Permits	624.00
012 5-1200-5341	Professional Services	1,109.16
	*** FUND TOTAL ***	7,021.89
013 2050	Union Dues Payable	104.44
013 2055	Aflac Payable	52.89
013 5-1300-5303	Operating Supplies	1,289.69

VENDOR SET: 01 City of Live Oak
BANK: GEN Cash & Investments
DATE RANGE:11/18/2019 THRU 11/22/2019

** G/L ACCOUNT TOTALS **

G/L ACCOUNT	NAME	AMOUNT
013 5-1300-5311	Repair & Maintenance WWTP	149.61
013 5-1300-5315	Repair & Maintenance Vehicles	18.64
013 5-1300-5319	Small Tools & Equipment	8.77
013 5-1300-5321	Rents & Leases	446.56
013 5-1300-5323	Communications	50.51
013 5-1300-5337	Licenses and Permits	11,564.00
013 5-1300-5341	Professional Services	1,753.82
	*** FUND TOTAL ***	15,438.93
014 2050	Union Dues Payable	45.72
014 2055	Aflac Payable	17.20
014 5-1400-5309	Safety Items	259.92
014 5-1400-5311	Repair & Maintenance	89.97
014 5-1400-5315	Repair & Maintenance Vehicles	53.03
014 5-1400-5323	Communications	50.00
014 5-1400-5341	Professional Services	2,358.03
	*** FUND TOTAL ***	2,873.87
067 2002	Retention Payable	7,760.75CR
067 5-6700-6022	Program Income Waiver	287,668.75
	*** FUND TOTAL ***	279,908.00

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: GEN TOTALS:	54	315,960.68	0.00	315,960.68
BANK: GEN TOTALS:	54	315,960.68	0.00	315,960.68

VENDOR SET: 01 City of Live Oak
BANK: PY Payroll Account
DATE RANGE:11/18/2019 THRU 11/22/2019

VENDOR	I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
04710		I.R.S. EFTPS (ONLY)							
	I-T1 201911181040	FED WITHHOLDINGS	D	11/22/2019			000118		
	010 2029	Federal Withholding Payable	FED WITHHOLDINGS		2,039.85				
	012 2029	Federal Withholding Payable	FED WITHHOLDINGS		1,114.50				
	013 2029	Federal Withholding Payable	FED WITHHOLDINGS		1,675.98				
	014 2029	Federal Withholding Payable	FED WITHHOLDINGS		534.83				
	I-T3 201911181040	FICA WITHHOLDINGS	D	11/22/2019			000118		
	010 2025	Social Security Payable	FICA WITHHOLDINGS		1,463.92				
	010 5-1005-5013	Social Security	FICA WITHHOLDINGS		212.54				
	010 5-1010-5013	Social Security	FICA WITHHOLDINGS		53.50				
	010 5-1015-5013	Social Security	FICA WITHHOLDINGS		242.18				
	010 5-1020-5013	Social Security	FICA WITHHOLDINGS		250.18				
	010 5-1030-5013	Social Security	FICA WITHHOLDINGS		393.94				
	010 5-1032-5013	Social Security	FICA WITHHOLDINGS		17.60				
	010 5-1035-5013	Social Security	FICA WITHHOLDINGS		246.08				
	010 5-1040-5013	Social Security	FICA WITHHOLDINGS		47.92				
	012 2025	Social Security Payable	FICA WITHHOLDINGS		733.88				
	012 5-1200-5013	Social Security	FICA WITHHOLDINGS		733.87				
	013 2025	Social Security Payable	FICA WITHHOLDINGS		967.65				
	013 5-1300-5013	Social Security	FICA WITHHOLDINGS		967.62				
	014 2025	Social Security Payable	FICA WITHHOLDINGS		296.18				
	014 5-1400-5013	Social Security	FICA WITHHOLDINGS		296.20				
	I-T4 201911181040	MEDICARE WITHHOLDINGS	D	11/22/2019			000118		
	010 2027	Medicare Payable	MEDICARE WITHHOLDING		342.30				
	010 5-1005-5015	Medicare	MEDICARE WITHHOLDING		49.71				
	010 5-1010-5015	Medicare	MEDICARE WITHHOLDING		12.51				
	010 5-1015-5015	Medicare	MEDICARE WITHHOLDING		56.64				
	010 5-1020-5015	Medicare	MEDICARE WITHHOLDING		58.51				
	010 5-1030-5015	Medicare	MEDICARE WITHHOLDING		92.14				
	010 5-1032-5015	Medicare	MEDICARE WITHHOLDING		4.11				
	010 5-1035-5015	Medicare	MEDICARE WITHHOLDING		57.55				
	010 5-1040-5015	Medicare	MEDICARE WITHHOLDING		11.21				
	012 2027	Medicare Payable	MEDICARE WITHHOLDING		171.66				
	012 5-1200-5015	Medicare	MEDICARE WITHHOLDING		171.65				
	013 2027	Medicare Payable	MEDICARE WITHHOLDING		226.32				
	013 5-1300-5015	Medicare	MEDICARE WITHHOLDING		226.30				
	014 2027	Medicare Payable	MEDICARE WITHHOLDING		69.28				
	014 5-1400-5015	Medicare	MEDICARE WITHHOLDING		69.23				13,907.54
01795		CA DEPT OF E.D.D.							
	I-36 201911181040	SDI WITHHOLDINGS	D	11/22/2019			000119		
	010 2053	Miscellaneous Deduction Payabl	SDI WITHHOLDINGS		236.09				
	012 2053	Miscellaneous Deduction Payabl	SDI WITHHOLDINGS		118.37				
	013 2053	Miscellaneous Deduction Payabl	SDI WITHHOLDINGS		156.09				
	014 2053	Miscellaneous Deduction Payabl	SDI WITHHOLDINGS		47.78				
	I-T2 201911181040	STATE WITHHOLDINGS	D	11/22/2019			000119		
	010 2031	State Withholding Payable	STATE WITHHOLDINGS		729.47				
	012 2031	State Withholding Payable	STATE WITHHOLDINGS		349.75				

VENDOR SET: 01 City of Live Oak
BANK: PY Payroll Account
DATE RANGE:11/18/2019 THRU 11/22/2019

VENDOR	I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01795		CA DEPT OF E.D.D. CONT							
	I-T2 201911181040	STATE WITHHOLDINGS	D	11/22/2019			000119		
	013 2031	State Withholding Payable	STATE WITHHOLDINGS		583.57				
	014 2031	State Withholding Payable	STATE WITHHOLDINGS		170.86				
	I-UI 201911181040	UNEMPLOYMENT	D	11/22/2019			000119		
	010 5-1032-5017	Unemployment Insurance	UNEMPLOYMENT		9.29				
	010 5-1035-5017	Unemployment Insurance	UNEMPLOYMENT		35.62				2,436.89
02600		CITISTREET							
	I-35 201911181040	DEF COMP WITHHOLDINGS	D	11/22/2019			000120		
	010 2047	Deferred Compensation Payable	DEF COMP WITHHOLDING		420.00				
	012 2047	Deferred Compensation Payable	DEF COMP WITHHOLDING		271.75				
	013 2047	Deferred Compensation Payable	DEF COMP WITHHOLDING		355.77				
	014 2047	Deferred Compensation Payable	DEF COMP WITHHOLDING		20.00				1,067.52
07070		CALPERS RETIREMENT							
	I-10 201911181040	COVERAGE GRP 70003 EMP ID 1373	D	11/22/2019			000121		
	010 5-1010-5021	Retirement PERS City	COVERAGE GRP 70003 E		118.88				
	010 5-1015-5021	Retirement PERS City	COVERAGE GRP 70003 E		350.53				
	010 5-1020-5021	Retirement PERS City	COVERAGE GRP 70003 E		545.83				
	010 5-1030-5021	Retirement PERS City	COVERAGE GRP 70003 E		298.52				
	010 5-1035-5021	Retirement PERS City	COVERAGE GRP 70003 E		148.31				
	010 5-1040-5021	Retirement PERS City	COVERAGE GRP 70003 E		24.72				
	012 5-1200-5021	Retirement PERS City	COVERAGE GRP 70003 E		751.76				
	013 5-1300-5021	Retirement PERS City	COVERAGE GRP 70003 E		1,219.22				
	014 5-1400-5021	Retirement PERS City	COVERAGE GRP 70003 E		323.24				
	I-11 201911181040	COVERAGE GRP 70002 EMP ID 1373	D	11/22/2019			000121		
	010 5-1010-5023	Retirement PERS Employee	COVERAGE GRP 70002 E		25.85				
	010 5-1015-5023	Retirement PERS Employee	COVERAGE GRP 70002 E		212.73				
	010 5-1020-5023	Retirement PERS Employee	COVERAGE GRP 70002 E		331.25				
	010 5-1035-5023	Retirement PERS Employee	COVERAGE GRP 70002 E		90.01				
	010 5-1040-5023	Retirement PERS Employee	COVERAGE GRP 70002 E		15.00				
	012 5-1200-5023	Retirement PERS Employee	COVERAGE GRP 70002 E		228.77				
	013 5-1300-5023	Retirement PERS Employee	COVERAGE GRP 70002 E		497.05				
	014 5-1400-5023	Retirement PERS Employee	COVERAGE GRP 70002 E		15.01				
	I-15 201911181040	COVERAGE GRP 70003 EMP ID 137	D	11/22/2019			000121		
	010 5-1005-5021	Retirement PERS City	COVERAGE GRP 70003 E		240.96				
	010 5-1015-5021	Retirement PERS City	COVERAGE GRP 70003 E		92.36				
	010 5-1030-5021	Retirement PERS City	COVERAGE GRP 70003 E		224.69				
	010 5-1035-5021	Retirement PERS City	COVERAGE GRP 70003 E		150.72				
	010 5-1040-5021	Retirement PERS City	COVERAGE GRP 70003 E		44.35				
	012 5-1200-5021	Retirement PERS City	COVERAGE GRP 70003 E		339.93				
	013 5-1300-5021	Retirement PERS City	COVERAGE GRP 70003 E		358.24				
	014 5-1400-5021	Retirement PERS City	COVERAGE GRP 70003 E		87.03				
	I-16 201911181040	COVERAGE GRP 70002 EMP ID 137	D	11/22/2019			000121		
	010 2049	PERS Payable Employee	COVERAGE GRP 70002 E		727.72				
	012 2049	PERS Payable Employee	COVERAGE GRP 70002 E		328.48				
	013 2049	PERS Payable Employee	COVERAGE GRP 70002 E		346.21				

VENDOR SET: 01 City of Live Oak
BANK: PY Payroll Account
DATE RANGE:11/18/2019 THRU 11/22/2019

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
07070	CALPERS RETIREMENT	CONT						
I-16 201911181040	COVERAGE GRP 70002 EMP ID 137	D	11/22/2019			000121		
014 2049	PERS Payable Employee	COVERAGE GRP 70002 E		84.12				
I-9 201911181040	COVERAGE GRP 70002 EMP ID 137	D	11/22/2019			000121		
010 2049	PERS Payable Employee	COVERAGE GRP 70002 E		227.42				
012 2049	PERS Payable Employee	COVERAGE GRP 70002 E		227.47				
013 2049	PERS Payable Employee	COVERAGE GRP 70002 E		242.90				
014 2049	PERS Payable Employee	COVERAGE GRP 70002 E		181.18				9,100.46

* * T O T A L S * *	NO			INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	0			0.00	0.00	0.00
HAND CHECKS:	0			0.00	0.00	0.00
DRAFTS:	4			26,512.41	0.00	26,512.41
EFT:	0			0.00	0.00	0.00
NON CHECKS:	0			0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS	0.00			
		VOID CREDITS	0.00	0.00	0.00	

TOTAL ERRORS: 0

** G/L ACCOUNT TOTALS **

G/L ACCOUNT	NAME	AMOUNT
010 2025	Social Security Payable	1,463.92
010 2027	Medicare Payable	342.30
010 2029	Federal Withholding Payable	2,039.85
010 2031	State Withholding Payable	729.47
010 2047	Deferred Compensation Payable	420.00
010 2049	PERS Payable Employee	955.14
010 2053	Miscellaneous Deduction Payabl	236.09
010 5-1005-5013	Social Security	212.54
010 5-1005-5015	Medicare	49.71
010 5-1005-5021	Retirement PERS City	240.96
010 5-1010-5013	Social Security	53.50
010 5-1010-5015	Medicare	12.51
010 5-1010-5021	Retirement PERS City	118.88
010 5-1010-5023	Retirement PERS Employee	25.85
010 5-1015-5013	Social Security	242.18
010 5-1015-5015	Medicare	56.64
010 5-1015-5021	Retirement PERS City	442.89
010 5-1015-5023	Retirement PERS Employee	212.73
010 5-1020-5013	Social Security	250.18
010 5-1020-5015	Medicare	58.51

VENDOR SET: 01 City of Live Oak
BANK: PY Payroll Account
DATE RANGE:11/18/2019 THRU 11/22/2019

** G/L ACCOUNT TOTALS **

G/L ACCOUNT	NAME	AMOUNT
010 5-1020-5021	Retirement PERS City	545.83
010 5-1020-5023	Retirement PERS Employee	331.25
010 5-1030-5013	Social Security	393.94
010 5-1030-5015	Medicare	92.14
010 5-1030-5021	Retirement PERS City	523.21
010 5-1032-5013	Social Security	17.60
010 5-1032-5015	Medicare	4.11
010 5-1032-5017	Unemployment Insurance	9.29
010 5-1035-5013	Social Security	246.08
010 5-1035-5015	Medicare	57.55
010 5-1035-5017	Unemployment Insurance	35.62
010 5-1035-5021	Retirement PERS City	299.03
010 5-1035-5023	Retirement PERS Employee	90.01
010 5-1040-5013	Social Security	47.92
010 5-1040-5015	Medicare	11.21
010 5-1040-5021	Retirement PERS City	69.07
010 5-1040-5023	Retirement PERS Employee	15.00
	*** FUND TOTAL ***	10,952.71
012 2025	Social Security Payable	733.88
012 2027	Medicare Payable	171.66
012 2029	Federal Withholding Payable	1,114.50
012 2031	State Withholding Payable	349.75
012 2047	Deferred Compensation Payable	271.75
012 2049	PERS Payable Employee	555.95
012 2053	Miscellaneous Deduction Payabl	118.37
012 5-1200-5013	Social Security	733.87
012 5-1200-5015	Medicare	171.65
012 5-1200-5021	Retirement PERS City	1,091.69
012 5-1200-5023	Retirement PERS Employee	228.77
	*** FUND TOTAL ***	5,541.84
013 2025	Social Security Payable	967.65
013 2027	Medicare Payable	226.32
013 2029	Federal Withholding Payable	1,675.98
013 2031	State Withholding Payable	583.57
013 2047	Deferred Compensation Payable	355.77
013 2049	PERS Payable Employee	589.11
013 2053	Miscellaneous Deduction Payabl	156.09
013 5-1300-5013	Social Security	967.62
013 5-1300-5015	Medicare	226.30
013 5-1300-5021	Retirement PERS City	1,577.46
013 5-1300-5023	Retirement PERS Employee	497.05
	*** FUND TOTAL ***	7,822.92
014 2025	Social Security Payable	296.18

VENDOR SET: 01 City of Live Oak
BANK: PY Payroll Account
DATE RANGE:11/18/2019 THRU 11/22/2019

** G/L ACCOUNT TOTALS **

G/L ACCOUNT	NAME	AMOUNT
014 2027	Medicare Payable	69.28
014 2029	Federal Withholding Payable	534.83
014 2031	State Withholding Payable	170.86
014 2047	Deferred Compensation Payable	20.00
014 2049	PERS Payable Employee	265.30
014 2053	Miscellaneous Deduction Payabl	47.78
014 5-1400-5013	Social Security	296.20
014 5-1400-5015	Medicare	69.23
014 5-1400-5021	Retirement PERS City	410.27
014 5-1400-5023	Retirement PERS Employee	15.01
	*** FUND TOTAL ***	2,194.94

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: PY TOTALS:	4	26,512.41	0.00	26,512.41
BANK: PY TOTALS:	4	26,512.41	0.00	26,512.41
REPORT TOTALS:	58	342,473.09	0.00	342,473.09

SELECTION CRITERIA

VENDOR SET: 01-City of Live Oak
VENDOR: ALL
BANK CODES: All
FUNDS: All

CHECK SELECTION

CHECK RANGE: 000000 THRU 999999
DATE RANGE: 11/18/2019 THRU 11/22/2019
CHECK AMOUNT RANGE: 0.00 THRU 999,999,999.99
INCLUDE ALL VOIDS: YES

PRINT OPTIONS
SEQUENCE: CHECK NUMBER

PRINT TRANSACTIONS: YES
PRINT G/L: YES
UNPOSTED ONLY: NO
EXCLUDE UNPOSTED: NO
MANUAL ONLY: NO
STUB COMMENTS: NO
REPORT FOOTER: NO
CHECK STATUS: NO
PRINT STATUS: * - All

City of Live Oak

Report to City Council

Meeting Date:	December 4, 2019
Title:	City Council Meeting Minutes
Location:	Citywide
Recommendation:	Approve the November 20, 2019 Regular Meeting minutes.
Fiscal Impacts:	None.
Contact Information:	Clarissa Menchaca, City Clerk

Attachments:

11.20.2019 Regular Meeting Minutes

Live Oak City Council
Regular Meeting Minutes
November 20, 2019
6:00 PM

Call to Order

Meeting called to order by Mayor Ghag at Live Oak City Council Chambers, 9955 Live Oak Boulevard, Live Oak, CA at 6:00 pm.

Roll Call

Present: Councilmembers Hernandez, Tica, Thiara, Vice-Mayor Woten, and Mayor Ghag

Pledge of Allegiance and Invocation

Alison Schmidt led the Pledge of Allegiance. Pastor Ron from The Father's House delivered the invocation.

Public Comment

The following member of the public addressed the Council: Rick Dais.

Presentations

A. Mayor Ghag recognized the following for their service to the City of Live Oak: Craig Berry, The Father's House, Erik Brummett with Church of the Brethren, and Kathy Childers-Grove.

Consent Items

Motion: Approve the Consent Agenda, with the exception of Item 1 which was pulled for further discussion.
(Motion: Tica; Second: Hernandez)

Vote: Motion passed unanimously

1. Accounts Payable Transactions

   This item was pulled from the Consent Agenda for further discussion at the request of Councilmember Thiara.

2. City Council Meeting Minutes
   Action: Approved the November 6, 2019 City Council Special Meeting minutes and the November 6, 2019 Regular Meeting minutes.
   Contact: Clarissa Menchaca, City Clerk (530) 695-2112

3. Write-Off of Past Due Water and Sewer Accounts Collections
   Action: Adopted Resolution No. 39-2019 authorizing the write-off of past due water and sewer accounts collections in the amount of $5,847.93.
   Contact: Joe Aguilar, Finance Director (530) 695-2112

4. (Second Reading) Ordinance: Title 15 Amendments
   Action: Waived the second reading and adopted Ordinance No. 571 amending certain sections of Title 15 of the City of Live Oak Municipal Code.
   Contact: Alison Schmidt, Management Analyst (530) 695-2112

Items Removed from the Consent Agenda for Council Consideration and Action

1. Accounts Payable Transactions
   Contact: Joe Aguilar, Finance Director (530) 695-2112

   Joe Aguilar, Finance Director, addressed questions from the Council.

   Public Comment was opened and closed without any speakers.

   Councilmember Tica made a motion to accept Item 1 and have descriptions for the register descriptions so the Council can have this in the process to move forward and quicker for the future and have the answers available ahead of time. Councilmember Thiara had the floor when the motion was made so discussions continued.

   Motion: Move the previous question.
   (Motion: Tica; Second: Woten)

   Vote: Motion passed 3-2
   Ayes: Councilmembers Hernandez, Tica, and Vice-Mayor Woten
   Nays: Councilmember Thiara and Mayor Ghag

Motion: Accept Item 1 and have descriptions for the registry descriptions so the Council can have this in process to move forward and quicker for the future and have the answers available ahead of time.
(Motion: Tica; Second: Woten)

Vote: Motion passed 3-2
Ayes: Councilmembers Hernandez, Tica, and Vice-Mayor Woten
Nays: Councilmember Thiara and Mayor Ghag

Public Hearings

5. (Second Reading) Ordinance: 2019 California Building Standards Code Adoption
Contact: Alison Schmidt, Management Analyst (530) 695-2112

Alison Schmidt, Management Analyst, provided a report to the Council.

Public Comment was opened and closed without any speakers.

Motion: 1) Hold a public hearing; and 2) Waive the second reading and adopt an ordinance amending the City of Live Oak Municipal Code – Chapter 15.01 Section 15.01.114 A-L of the City of Live Oak Municipal updating the references to the California Building Standards Code.
(Motion: Tica; Second: Hernandez)

Vote: Motion passed unanimously

Updates and Announcements (City Attorney, City Manager)

Clarissa Menchaca, City Clerk, provided an update regarding her experience thus far as the City Clerk.

Joe Aguilar, Finance Director, discussed the audited financial statements and upcoming annual reports.

Councilmember Reports / Comments / Requests

Councilmember Hernandez highlighted his attendance at the Marysville Veterans Parade and at the Local Agency Formation Commission meeting.

Councilmember Tica announced that the mural is up at the Live Oak Cemetery. Additionally, Mr. Tica discussed the administration's ruling regarding the Clean Air Act and its effect on California.

Councilmember Thiara stated that he would like to get more involved with law enforcement and firefighter services. Mr. Thiara also asked for a detailed status report on Well 7 and inquired about the status of Well 8.

Mayor Ghag highlighted his attendance at the Sutter-Yuba Mosquito & Vector Control District Board of Director's meeting and at the Sutter Butte Flood Control Agency meeting. Mr. Ghag discussed residents questioning the Yuba Sutter Air Quality Board regarding not being able to register their diesel truck models older than 2012 as they are not complying with pollution standards. Furthermore, Mr. Ghag inquired about the Pennington Road closure and about putting up a security barrier around Well 7 so that it cannot be tampered with. Mr. Ghag requested a self-evaluation from the City Manager, Aaron Palmer and also a weekly review regarding the activities the City Manager has completed, what is ongoing, and those which the Councilmembers should be concerned about. Lastly, Mr. Ghag announced that the Breakfast with Santa event will be held on December 14th.

Adjournment

Adjourned the meeting at 7:29pm.

Lakhvir S. Ghag, Mayor

ATTEST:

Clarissa Menchaca, City Clerk

LIVE OAK
CALIFORNIA

City of Live Oak

Report to City Council

Meeting Date:	December 4, 2019
Title:	Contract Amendment with West Yost for Well 7 Project
Location:	Well 7 Construction Site
Recommendation:	1) Approve the contract amendment with West Yost; 2) Approve the budget amendment resolution in the amount of $350,000 from the Water Connection Fund; and 3) Authorize a $350,000 2-year loan at 2% interest from the Sewer Enterprise to the Water Connection Fund.
Fiscal Impacts:	$350,000 loaned from Sewer Enterprise Fund to Water Connection Fund.
Contact Information:	Alison Schmidt, Management Analyst

Background: In March of 2015, the City issued a task order with West Yost Associates for the design and construction management of the Water Supply Reliability Well Project, also known as Well 7. West Yost is responsible for the design, engineering services, construction management, and inspection of the project. Our City Engineer, Rolls Anderson Rolls, has been overseeing the project for the City, while staff has been managing the grant. The project has fallen behind schedule. The City Manager has added Interwest Consulting Group to take over the project from Rolls Anderson Rolls to get the project back on track and see it through to completion. Because of the delays in completing the project, West Yost is unable to complete the project within the original approved budget and has submitted a contract amendment to complete the project. In April of 2018, Finance Director Aguilar made a presentation to City Council alerting Council to the potential cost overruns of the Well 7 project. At that time the overrun was estimated to be $300,000. Completion of the Well 7 project is vital to the Cityâ€™s water supply system. When Well 5 was removed from service in 2009, the City was left with an approximate 1,500 gallon per minute deficit in our required maximum day demand plus fire flows, according to our 2009 Water Master Plan. The addition of Well 7 will replace approximately 1,000 gallons per minute, and supply the infrastructure to the Well 7 site to supply that water to the Cityâ€™s water system. The City has been awarded an additional $4,500,000 grant from the Community Development Block Grant Program (CDBG) for the construction of Well 8 at the Well 7 site. Without the completion of Well 7, the Well 8 project cannot proceed and we will have to return the grant to the State CDBG program. The Well 8 project will include a second 1,000 gallon per minute well, a water storage tank, booster pump station, standby generator, additional water treatment for the additional supply, and full site development to complete the Well 7 and Well 8 project. The sewer enterprise fund will loan $350,000 to the water connection fund to cover the increased project budget. Staff anticipates a two year payback from water connection fees to be collected from planned development of the Garden Glen subdivision.

Attachments:

Budget Augmentation Request

Resolution

WEST YOST ASSOCIATES

September 16, 2019

Project No.: 482-14-15-09
SENT VIA: EMAIL

Aaron Palmer
Interim City Manager
City of Live Oak
9955 Live Oak Blvd.
Live Oak, CA 95953

SUBJECT: Live Oak Well 7 Project – Construction Management Budget Augmentation Request

Dear Mr. Palmer:

The City of Live Oak (City) has requested to have West Yost prepare a budget amendment to update billing rates and include additional construction oversight budget needed to complete project construction and SCADA programming. The original project contract, dated March 3, 2015, assumed the project would be completed by the end of 2018. The project design was completed and bid in January 2017 and the on-site portion of the project was put on hold during construction. The City has recently requested project construction to restart with the goal of completing construction with a completion date on or before the end of June 2020. The original project budget for project management, engineering services during construction and construction management and inspection services (Tasks 1, 9, &10 in the original project) were based on 2015 billing rates which have increased since the project was put on hold. In addition, the City is requesting an expanded scope of work for the construction management and inspection tasks and the addition of SCADA programming services. This budget augmentation request will address the rate increases and any additional scope items needed to complete the project within the projected construction timeframe.

Any remaining budget from the original project budget will be applied to this augmentation request. The balance of the original project budget remaining as of August 30, 2019 is $91,153.

The following is the proposed scope of work and budget assumptions for this augmentation request:

Task 1 – Project Management

The project management task includes project coordination for project execution, office administration, invoicing, and coordinating and reporting the progress of the project to the City. West Yost will monitor project progress, assign labor resources, review work products, respond to City requests and concerns, and maintain communications with City staff to ensure satisfactory completion of the work within the proposed schedule and budget.

2020 Research Park Drive, Suite 100 Davis, CA 95618 Phone 530.756.5905 Fax 530.756.5991 westyost.com

Task 9 – Engineering Services During Construction

Submittal/Shop Drawing Review

Review contractor submittals for conformance with the design drawings and specifications. Answer questions, review submittals, shop drawings, certificates, samples, test results, methods, schedules, and manufacturer's installation instruction required to be submitted by the construction documents for conformance with the design concept and specifications. Assumes review of up to twenty (20) mechanical/civil submittals and up to twenty (20) electrical, instrumentation and control shop drawings and submittals.

Field Clarifications – RFI's

Review and respond to contractor's requests for information and clarifications during construction. Identify RFI's that may have a time or cost impact and notify the City. Assumes review of up to six (6) mechanical /civil RFI's and up to six electrical and instrumentation RFI's.

Site Visits/Meetings

West Yost will attend bi-weekly construction progress meeting over a 10-month construction. ATEEM (Electrical and I & C Engineer) will attend up to four (4) project meetings or site visits during construction on an as-needed basis.

Change Order Assistance

Prepare and negotiate project change orders.

Progress Payments

West Yost will review progress payments on a monthly basis over the duration of construction.

Record Drawings

West Yost will prepare as-built plans during construction. This task assumes 1-2 hours a week to complete this task. West Yost and ATEEM (Electrical and I & C Engineer) will prepare a final set of record "as-built" drawings upon completion of construction for City records.

Task 10. Construction Management and Inspection Services

West Yost will provide part-time construction inspection and management services for a ten (10) month period during construction of the above ground well facilities and treatment system. West Yost will provide a construction inspector on a part time basis (assumes approximately 20 hours/per week for 36 weeks) during the estimated period of construction. Services will include:

- Lead weekly progress/planning meetings with the contractor and the City.
- Issue field memos, as required.
- Track submittals.

- Facilitate planning required to schedule, to test, to startup and to commission the well and treatment operation.
- Prepare punch lists for both mechanical/electrical equipment.
- Witness and verify factory tests of equipment as required by specifications.
- Witness and oversee field tests and start-up testing (mechanical and electrical/instrumentation).
- Maintain daily inspection records and other necessary documentation.
- Provide concrete materials testing.

Task 11. Supervisory Control and Data Acquisition (SCADA) Services

The following SCADA services will be provided by ATEEM:

- Provide Programmable Logic Control (PLC) programming of the local PLC.
- Provide MHI programming of the local MHI.
- Modify existing SCADA system and polling PLC (if required).
- Start-up testing of PLC/HIM and SCADA modifications.
- Document existing programming.
- Factory testing of PLC of Human Machine Interface (HMI) with equipment.

The proposed budget is shown in Table 1, below and an hourly breakdown is attached.

Table 1. Proposed Budget

Current Contract Amount	$528,884
Remaining Budget in Current Contract as of 8/30/19	($91,153)
Augmentation Request -Task 1 Project Management	$20,404
Augmentation Request -Task 9 Engineering Services During Construction	$162,247
Augmentation Request -Task 10 Construction Management and Inspection Services	$183,356
Augmentation Request -Task 11 SCADA Services	$26,313
Total Contract Amount (with additional budget)	$830,051

Please contact me with any questions you may have regarding this budget augmentation request.

Sincerely,

WEST YOST ASSOCIATES

Kristen Whatley, P.E.
Project Manager

Attachment: Proposed Budget Breakdown

West Yost Associates **PROJECT: Live Oak Well 7 Completion - CM**	CM IV $246	PE/PS/PG I $249	RI_G2 $185	ADM IV $133	CMA II $97	Labor Hours	Labor Fee	Sub. **ATM**	Sub. **MATL TESTING**	Costs Sub. w/ markup 10%	Costs Other Direct	Costs Total Costs
Task 1	***Project Management***											
1.01 Project Management		75		13		88	$ 20,404					$ 20,404
Subtotal, Task 1 (hours)	**0**	**75**	**0**	**13**	**0**	**88**						
Subtotal, Task 1 ($)		**$ 18,675**		**$ 1,729**			**$ 20,404**					**$ 20,404**
Task 9	***Construction Phase***											
9.01 Shop Drawing/Submittal Review	40					40	$ 9,840	$ 23,240		$ 25,564		$ 35,404
9.02 Field Clarifications - RFI's	60					60	$ 14,760	$ 11,360		$ 12,496		$ 27,256
9.03 Site Visits/Meetings	125		62		25	212	$ 44,645	$ 3,360		$ 3,696		$ 48,341
9.04 Change Order Assistance	80				40	120	$ 23,560					$ 23,560
9.05 Progress Payments	20		6			26	$ 6,030					$ 6,030
9.06 Record Drawings	20		80			100	$ 19,720	$ 1,760		$ 1,936		$ 21,656
Subtotal, Task 9 (hours)	**345**	**0**	**148**	**0**	**65**	**558**						
Subtotal, Task 9 ($)	**$ 84,870**		**$ 27,380**		**$ 6,305**		**$ 118,555**	**$ 39,720**		**$ 43,692**		**$ 162,247**
Task 10	***Construction Management and Inspection***											
10.01			720			720	$ 133,200	$ 26,960	$ 17,500	$ 48,906	$ 1,250	$ 183,356
Subtotal, Task 10 (hours)	**0**	**0**	**720**	**0**	**0**	**720**						
Subtotal, Task 10 ($)			**$ 133,200**				**$ 133,200**	**$ 26,960**	**$ 17,500**	**$ 48,906**	**$ 1,250**	**$ 183,356**
Task 11	***SCADA Services***											
11.01 SCADA Services	4				2	6	$ 1,178	$ 22,850		$ 25,135		$ 26,313
Subtotal, Task 11 (hours)	**4**	**0**	**0**	**0**	**2**	**6**						
Subtotal, Task 11 ($)	**$ 984**				**$ 194**		**$ 1,178**	**$ 22,850**		**$ 25,135**		**$ 26,313**
TOTAL (hours)	**349**	**75**	**868**	**13**	**67**	**1,372**						
TOTAL ($)	**$ 85,854**	**$ 18,675**	**$ 160,580**	**$ 1,729**	**$ 6,499**		**$ 273,337**	**$ 89,530**	**$ 17,500**	**$ 117,733**	**$ 1,250**	**$ 392,320**

RESOLUTION XX - 2019

**A RESOLUTION OF THE CITY OF LIVE OAK,
COUNTY OF SUTTER, STATE OF CALIFORNIA,
AMENDING THE CITY'S ANNUAL BUDGET FOR FISCAL YEAR 2019-20
FOR LOANING $350,000 FROM THE SEWER ENTERPRISE FUND TO THE
WATER CONNECTION FUND FOR THE WELL #7 PROJECT**

WHEREAS, the City Manager has prepared and submitted to the City Council a proposed budget for Fiscal Year 2019-20, starting July 1, 2019; and

WHEREAS, the City Council as the legislative body of the City has adopted the budget for Fiscal Year 2019-20 that authorizes certain disbursements and expenses to be made on behalf of the City; and

WHEREAS, the City Council has determined that it is necessary to amend such budget as deemed necessary for the efficient operation of the City.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Live Oak as follows:

1. The City Council amends its budget by increasing appropriations in the Sewer Enterprise Fund 13 and Water Connection Fund 50:

    - Sewer Enterprise Fund 13: Increase Transfers to Other Funds by $350,000 for a 2 year loan at 2% to the Water Connection Fund;

    - Water Connection Fund 50: Increase contribution to the Well #7 project by $350,000 using the related loan from the Sewer Enterprise Fund (repayment will occur from future collection of water connection fees to be collected from new housing construction).

THE FOREGOING RESOLUTION of the City Council of the City of Live Oak was duly and regularly introduced, passed and adopted at a regular meeting of the City Council on the 4th day of December, 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

_____
Lakhvir S. Ghag, Mayor

ATTEST:

_____
Clarissa Menchaca, City Clerk

City of Live Oak

Report to City Council

Meeting Date: December 4, 2019

Title: Appointment and Reappointment to the City of Live Oak Planning Commission

Location: Citywide

Recommendation: 1) Appoint Shane Bridges to the Planning Commission, with a term ending January 31, 2024; and 2) Reappoint Jeramy Chapdelaine to the Planning Commission, with a term ending January 31, 2024.

Fiscal Impacts: None.

Contact Information: Kevin Valente, Planning Director (530) 695-2112

Background: The City of Live Oak Planning Commission is compromised of seven members. Six members are appointed by the City Council and one member is appointed by the Sutter County Planning Commission with approval of the Sutter County Board of Supervisors and the Live Oak City Council. Live Oak Municipal Code Section 2.12.020 (A) states, in part, "The planning commission shall consist of seven members appointed by the mayor with the consent of the City Council." Section 2.12.020 (C) states the city will post a notice of possible vacancy to allow the incumbent and other citizens to be considered for appointment or reappointment. A technical reading of the code would allow the Mayor to make an appointment, with Council then voting on whether or not to confirm the appointment. Under this scenario, the full Council could not move appointment of other applicants. If the City Council failed to approve the Mayor's appointment, the Council would then need to consider another appointment by the Mayor, followed by a Council vote. With the exception of the Sutter County appointed Commissioner, the City of Live Oak Planning Commissioners each serve staggered, four-year terms. Planning Commission Chairman, Jeramy Chapdelaine's four-year term expires on January 31, 2020. In addition, Commissioner Donald Albers stepped down on July 20, 2019. Therefore, the City Council should consider two appointments to the Planning Commission. On October 18, 2019, City staff posted a notice of vacancy. Two applications have been received in response to the notice. All current applicants have been informed the City Council will consider an appointment at the December 4, 2019 meeting.

Attachments:

List of Current Commissioners

Shane Bridges's Application

Jeramy Chapdelaine's Application

Current Term Expires	Commissioner
January 31, 2020	Jeramy Chapdelaine – 2019 Chairman
January 31, 2023	Aarondeep Pamma – 2019 Vice Chairman
January 31, 2021	Tyler Eccles
January 31, 2021	Aaron Eller
January 31, 2023	Jerry Stewart
January 31, 2024	VACANT
January 31, 2020	Ranjit Davit (Sutter County Appointed)

LIVE OAK
CALIFORNIA

Planning Commission

APPLICATION FOR APPOINTMENT

Name: Shane Bridges

Home Address: 2458 Walnut Dr. L.O. Ca, 95953

Home Phone: (530) 933-7134

Cell Phone: Same As above

Occupation: Retired

Employer Name: _____

Employer Address: _____

Please answer the following questions on a separate sheet.

1. What are your reasons for wishing to serve on the City of Live Oak Planning Commission? I would like a hand in developing Live Oak
2. Describe your experience and/or qualifications which will assist the City Council in evaluating your application. Past Work in Construction & Planning.
3. If appointed, will you be able to attend meetings regularly and devote the time necessary to fulfill your duties as a member? Yes Absolutly

NOTE: A **conflict of interest** statement is required of all appointed Planning Commissioners.

Please return the completed application to the City Clerk via email at: cmenchaca@liveoakcity.org **or at City Hall.**

City Hall: 530-695-2112 **Fax:** 530-695-2595 9955 Live Oak Blvd., Live Oak, CA 95953
www.liveoakcity.org

LIVE OAK
CALIFORNIA

Planning Commission

APPLICATION FOR APPOINTMENT

Name: Jeramy Chapdelaine

Home Address: 3450 Durham Way, Live Oak, CA 95953

Home Phone: (530) 403-9761

Cell Phone: (530) 403-9761

Occupation: Construction and Facilities Development Manager

Employer Name: City of West Sacramento

Employer Address: 1110 West Capitol Avenue, West Sacramento, CA 95691

Please answer the following questions on a separate sheet.

1. What are your reasons for wishing to serve on the City of Live Oak Planning Commission?

2. Describe your experience and/or qualifications which will assist the City Council in evaluating your application.

3. If appointed, will you be able to attend meetings regularly and devote the time necessary to fulfill your duties as a member?

NOTE: A **conflict of interest** statement is required of all appointed Planning Commissioners.

Please return the completed application to the City Clerk via email at: cmenchaca@liveoakcity.org or at City Hall.

City Hall: 530-695-2112 **Fax:** 530-695-2595 9955 Live Oak Blvd., Live Oak, CA 95953
www.liveoakcity.org

LIVE OAK
CALIFORNIA

Planning Commission

APPLICATION FOR APPOINTMENT

1. What are your reasons for wishing to serve on the City of Live Oak Planning Commission?

   My interest in continuing to serve as a Planning Commissioner is to contribute to my community using my professional skills and experience to make decisions and provide recommendations to Council that:

   - Ensure compliance with the municipal code, planning/zoning ordinances, general plan and California building codes.
   - Enforce development standards that produce quality projects that enhance the City's aesthetic elements.
   - Protect property values.
   - Protect the environment and encourage responsible development.
   - Improve quality of life of residents.
   - Promote economic development.
   - Provide cost savings to the City.

2. Describe your experience and/or qualifications which will assist the City Council in evaluating your application.

   I have over 21 years of development and construction experience, 14 years of which has been in local government in the Community Development and Public Works Departments. Over the years I've been involved in every phase of the development process from being the developer myself, representing the developer as a contractor/consultant, representing the jurisdiction having authority at a senior staff level as well as representing the City of Live Oak and Sutter County as a Planning Commissioner. I believe my experience provides me with an extremely well rounded and valuable skillset for this appointment.

3. If appointed, will you be able to attend meetings regularly and devote the time necessary to fulfill your duties as a member?

   Absolutely.

City of Live Oak

Report to City Council

Meeting Date:	December 4, 2019
Title:	Discussion and Possible Action Regarding Sutter County Dispatch Proposal
Location:	Citywide
Recommendation:	Discuss and provide direction regarding Sutter County Sheriff's Department request regarding dispatch software.
Fiscal Impacts:	The Sheriff has determined that 23% of the calls handled by County Dispatch are calls for service within the City of Live Oak. The new dispatch software will cost the County $364,665. 23% of this cost would be $83,873. The Sheriff would like the City to pay for 23% of the cost of the dispatch software. All future maintenance and operational costs associated with this software package will be borne by the Sheriff's Department.
Contact Information:	Aaron Palmer, City Manager
Background:	The City of Live Oak contracts with the Sutter County Sheriff's Department for police services. Included in the contract are dispatch services. The Sheriff's Department has entered into a contract with Central Square to purchase their dispatch software for $364,665 and are requesting the City pay, 23%, $83,873 of the cost of the dispatch software.

Attachments:

Staff Report

Letter from Sheriff

City of Live Oak
Report to City Council

Description/Analysis: The Sutter County Sheriff's Department has made the City aware that their dispatch software is outdated and needs to be replaced. Since the City is in partnership with the Sheriff's Department, it makes sense for the City to participate with the County Sheriff in this purchase. Once the software has been purchased and is operational, the Sheriff's Department will be responsible for the annual maintenance costs associated with this software.

SUTTER COUNTY SHERIFF'S OFFICE
BRANDON BARNES
SHERIFF – CORONER

Date: November 21, 2019

To: Aaron Palmer, Live Oak City Manager

From: Brandon Barnes, Sutter County Sheriff-Coroner

Subject: Funding Assistance for CentralSquare Public Software

On September 24, 2019, Sutter County Board of Supervisors approved purchase of CentralSquare Technologies Public Safety Suite Pro powered by Zuercher Public Safety Software Solution in the amount of $364,665.

The current legacy public safety software used by the Sutter County Sheriff's Office is outdated, does not provide modern service capabilities, and support for the solution is limited. The existing system does not meet the needs of the Sheriff's Office and department efficiency is impacted by the lack of a modern, fully integrated system. The County's existing public safety software solution being replaced is a combination of multiple applications from different eras that run on separate servers and then parts of each application are connected via interfaces or message switches. This is typical of 1980's and 1990's software architecture that has numerous moving parts, multiple servers, multiple administrators and consoles, and does not store all the data in one location. This makes our existing system more expensive to maintain and upgrade, harder to support and more difficult to use. Therefore, replacement of the current system with CentralSquare is necessary.

CentralSquare Technologies Public Safety Suite Pro features a modern public-facing portal and a citizen email alerts sign-up capability. The Sheriff's Office can use the system to keep the public updated on recent criminal activity through enhanced crime mapping. The system is extremely configurable, yet very easy to learn and use. It includes custom modules and custom forms, so that the Sheriff's Office can begin to go paperless and have the flexibility to automate and track as much data as is chosen. In addition, CentralSquare Technologies provides more services and takes on more responsibilities as part of their standard 24 x 7 x 365 support and maintenance plan. CentralSquare's support and maintenance includes 100% responsibility for the CentralSquare Public Safety Suite Pro physical server, operating system software, and Pro software.

The Sheriff's Office would like to request share of financial funding assistance from City of Live Oak for 23% of the cost of the system. The cost sharing percentage is based on last three years average percentage of service calls for the City of Live Oak. The amount requested is $83,873 (23%) of the total system cost of $364,665. The Sheriff's Office would not charge City of Live Oak for annual maintenance and support cost of the system.

Please let me know if I can be of any further assistance on this matter.

Sincerely,

Brandon Barnes, Sheriff-Coroner

1077 Civic Center Boulevard, Yuba City, CA 95993
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City of Live Oak

Report to City Council

Meeting Date: December 4, 2019

Title: Reclassification of City Positions

Location: Citywide

Recommendation: Approve the reclassification of the following budgeted positions: Administrative Assistant Public Services to Recreation Supervisor, Administrative Assistant Public Services to Management Analyst, and Temporary Parks Maintenance Worker I to Regular Parks Maintenance Worker I.

Fiscal Impacts: The following financial breakdown is per position for the remainder of FY 2019-20: Management Analyst: An increase of $20,982 over the current budgeted Administrative Assistant position. The General Fund will incur $14,688, while the Sewer and Water funds will each incur $3,147 for a total increased cost of $20,982 for FY 2019-20. Recreation Supervisor: The General Fund will incur an additional $3,724 for FY 2019-20. Parks Maintenance Worker I: The General Fund will incur an additional $29,809 for FY 2019-20. Therefore, the General Fund will incur a total increase of $48,221 for FY 2019-20. The Water Fund will incur an increase of $3,147 for FY 2019-20. The Sewer Fund will also incur an increase of $3,147 for FY 2019-20. The total increase for FY 2019-20 for these three positions is $54,515.

Contact Information: Aaron Palmer, City Manager

Background: With reduction in staff several years ago, the Parks and Recreation Department has been struggling to meet maintenance and programming needs. The upgrading of one Temporary Parks Maintenance Worker I to permanent full-time will allow for increased maintenance activities to occur. Also, with the upgrade of the Administrative Assistant position to Recreation Supervisor will allow recreation programming more oversite and flexibility. Finally, the Administrative Assistant upgrade to Management Analyst will assist the entire City with centralized human resources and risk management services while also providing management of the City's website and social media. This position will also assist with project management within the City.

Attachments:

Staff Report

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Description/Analysis: There are several areas where the City is lacking in service both within and outside of the organization. Within the Parks and Recreation Department, there are several areas that need to be addressed. First, with only two full-time Parks Maintenance Workers, only some much of the City landscaping can be accomplished. There are areas that are only addressed when they have not been some time due to lack of staffing. Currently, the City has two Temporary Parks Maintenance Workers. However, due to PERS restrictions each is only allowed to work 960 hours per fiscal year. By upgrading one of the Temporary Parks Maintenance Workers to a third full-time Parks Maintenance Worker, the City will gain an additional 960 hours of Parks maintenance. This will allow the Parks Department added staff to assist in the maintenance of all City parks and facilities.

The Recreation Department is functioning with a Parks and Recreation Director and an Administrative Assistant. This Administrative Assistant position is performing several of the tasks that the Recreation Supervisor would perform. The Administrative Assistant position currently assists the Director in supervising recreation programming as well as functioning as supervisor in the absence of the Director. Up upgrading the position to Recreation Supervisor, it will give the Parks and Recreation Department greater flexibility in managing programming as well as staff.

The Administration Department has been functioning with an Administrative Assistant that provided assistance to the City Manager and the City Clerk. However, this City is at a point where this position needs to be upgraded to a Management Analyst position. This upgrade will provide the City will more technically assistance with Human Resources and Risk Management. This position will also be responsible for the overall management of the City's website and social media content. Currently, human resources and risk management are performed by serval different employees; however, it is best to have these internal services centralized with one employee dedicated to these internal services. This position will also assist the other Management Analyst with project and grant management.