



LIVE OAK CITY COUNCIL

REGULAR MEETING AGENDA SEPTEMBER 6, 2023 6:00 PM

MEETING LOCATION
LIVE OAK COUNCIL CHAMBERS
9955 LIVE OAK BOULEVARD
LIVE OAK, CALIFORNIA 95953

MEMBERS OF THE COUNCIL

BOB WOTEN, MAYOR
JERAMY CHAPDELAIN, VICE MAYOR
LAKHVIR GHAG, COUNCILMEMBER
ASHLEY HERNANDEZ, COUNCILMEMBER
NANCY SANTANA, COUNCILMEMBER

AARON PALMER,
CITY MANAGER

NICOLE ROSSER,
CITY ATTORNEY

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 Boulevard, 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.

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 x107. Requests must be made at least 24 hours in advance.

- **Remote Viewing:**

- Members of the public can view a livestream of the meeting online at https://liveoakca.granicus.com/ViewPublisher.php?view_id=1.
- Members of the public can access the Zoom webinar as follows:
 - **Join by Electronic Device:**
<https://us02web.zoom.us/j/89577620348>
 - **Join by Phone:**
1-669-900-6833 or 1-833-548-0282 (Toll Free)
Webinar ID: 895 7762 0348

- **Public Comment:** Members of the public can submit general public comments, as well as comment on specific agenda items in the following ways:
 - **Public Attendance:** Members of the public who attend in person may make comments from the Council Chamber podium.

- **Live Remote Public Comment:** Members of the public can submit a live remote public comment by:
 - *Joining the virtual Council meeting via the link below. When public comment is opened, raise your virtual hand and be called upon to speak for up to 3 minutes.*

<https://us02web.zoom.us/j/89577620348>
 - *Joining the virtual Council meeting by calling the phone number below. When public comment is opened, dial *9 to raise your hand and be called upon to speak for up to 3 minutes.*

1-669-900-6833 or 1-833-548-0282 (Toll Free)
Webinar ID: 895 7762 0348
 - **Email Public Comment:** Comments from the public on agenda items will be accepted until 1:00 pm on the date of the meeting, via email to the City Clerk at cmenchaca@liveoakcity.org. Comments will be distributed to Council prior to the meeting and attached to the minutes. Please note that emailed comments will NOT be read aloud by staff during the meeting.
 - **eComment Feature:** Comments from the public on agenda items will be accepted until 1:00 pm on the date of the meeting, via the eComment feature at https://liveoakca.granicus.com/ViewPublisher.php?view_id=1. Comments will be distributed to Council prior to the meeting and attached to the minutes. Please note that eComments will NOT be read aloud by staff during the meeting.
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CALL TO ORDER**ROLL CALL****PLEDGE OF ALLEGIANCE AND INVOCATION****CORRECTIONS AND/OR CHANGES TO THE AGENDA BY CITY MANAGER ONLY****PRESENTATIONS AND RECOGNITIONS****PUBLIC COMMENT**

Any person wishing to address the City Council on general jurisdictional matters or consent calendar items may do so at this time. 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 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. City Council Meeting Minutes
Recommendation: Approve the August 16, 2023, City Council Regular Meeting minutes.
(Clarissa Menchaca, City Clerk)
2. City Projects Update
Recommendation: Receive and file.
(Ron Walker, Public Works Director)

BUSINESS ITEMS

3. Write-off of Past Due Water and Sewer Accounts Collections
Recommendation: Adopt resolution.
(James Ramsey, Finance Director)
4. Submittal of a Financial Assistance Application and Designation of Authorized Representative for Rehabilitation of P Street Sewage Lift Station
Recommendation: Adopt resolution making the findings and determinations authorizing the City Manager or designee to file, provide assurances and represent the City in a Financial Assistance Application for Rehabilitation of P Street Sewage Lift Station with the California State Water Resources Control Board.
(Ron Walker, Public Works Director)
5. Creation of an Ad Hoc Committee to Review the City's Business Grant Applications
Recommendation: Approve the Mayor's creation of an Ad hoc Committee and the appointment of two members of the City Council to that Committee.
(Aaron Palmer, City Manager)

ITEMS REMOVED FROM THE CONSENT AGENDA FOR COUNCIL CONSIDERATION AND ACTION**UPDATES AND ANNOUNCEMENTS FROM THE CITY ATTORNEY AND CITY MANAGER**

COUNCILMEMBER COMMENTS**CLOSED SESSION**

After the Closed Session the City Council will leave the Council Chambers and the meeting will be adjourned by operation of law due to lack of a quorum. If there is any reportable Closed Session Action, a report will be made at the beginning of the next regular Council meeting. After the Closed Session Item descriptions are read by the City Attorney, all members of Council, applicable Consultants and Staff are asked to join the Closed Session meeting.

6. Public Employee Performance Evaluation Pursuant to California Government Code Section 54957:
City Manager
7. Conference with Labor Negotiators Pursuant to California Government Code Section 54957.6:
Unrepresented employee: City Manager

ADJOURNMENT



**City of Live Oak
Report to City Council**

Meeting Date: September 6, 2023

Title: City Council Meeting Minutes

Contact Information: Clarissa Menchaca, City Clerk

Recommendation: Approve the August 16, 2023, City Council Regular Meeting minutes.

Attachments:

[Minutes](#)



LIVE OAK CITY COUNCIL

MINUTES
AUGUST 16, 2023
6:00 PM

MEMBERS OF THE COUNCIL

BOB WOTEN, MAYOR
JERAMY CHAPDELAIN, VICE MAYOR
LAKHVIR GHAG, COUNCILMEMBER
ASHLEY HERNANDEZ, COUNCILMEMBER
NANCY SANTANA, COUNCILMEMBER

AARON PALMER,
CITY MANAGER

NICOLE ROSSER,
CITY ATTORNEY

MEETING LOCATION
LIVE OAK COUNCIL CHAMBERS
9955 LIVE OAK BOULEVARD
LIVE OAK, CALIFORNIA 95953

CALL TO ORDER

Meeting called to order by Mayor Woten at Live Oak City Council Chambers, 9955 Live Oak Boulevard, Live Oak, CA at 6:02 pm.

ROLL CALL

Present: Councilmembers Hernandez, Santana, Ghag, Vice Mayor Chapdelaine, and Mayor Woten

PLEDGE OF ALLEGIANCE AND INVOCATION

Councilmember Hernandez led the Pledge of Allegiance. Mayor Woten delivered the invocation.

CORRECTIONS AND/OR CHANGES TO THE AGENDA BY CITY MANAGER ONLY

Item 5 – *Resolution of the City Council of the City of Live Oak Approving a Tax Collection Schedule for Fiscal Year 2023-24 for the Live Oak Lighting and Maintenance Assessment District of the City of Live Oak* – This item will be presented to Council before the *Presentations and Recognitions* section.

PRESENTATIONS AND RECOGNITIONS

A. Citizens Fire Initiative Presentation

Liz Cervantes provided a report for the Council.

PUBLIC COMMENT

The following member of the public submitted a written public comment: Dale Carlson.

The following members of the public addressed the Council: Chuck Smith and Amanda Angulo.

CONSENT ITEMS

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

MOTION: APPROVE THE CONSENT AGENDA, WITH THE EXCEPTION OF ITEM 3 WHICH WAS PULLED FOR FURTHER DISCUSSION.
(MOTION: GHAG; SECOND: HERNANDEZ)

VOTE: MOTION PASSED UNANIMOUSLY

1. City Council Meeting Minutes
Clarissa Menchaca, City Clerk
Council action: August 2, 2023, City Council Regular Meeting minutes approved.
2. Adoption of an Ordinance Adding Chapter 2.44 “Electronic Filing of Fair Political Practices Commission Campaign Disclosure Statements and Statements of Economic Interests” to Title 2 “Administration and Personnel” of the Live Oak Municipal Code
Clarissa Menchaca, City Clerk
Council action: 1) Second reading of the ordinance entitled, An Ordinance of the City Council of the City of Live Oak, California, Adding Chapter 2.44 “Electronic Filing of Fair Political Practices Commission Campaign Disclosure Statements and Statements of Economic Interests” to Title 2 “Administration and Personnel” of the Live Oak Municipal Code waived; and 2) Ordinance No. 584 adopted.
3. City Projects Update
Ron Walker, Public Works Director

This item was removed from the Consent Agenda for further discussion at the request of Councilmember Ghag.

BUSINESS ITEMS

4. League of California Cities Voting Delegates
Aaron Palmer, City Manager

Aaron Palmer, City Manager, provided a report for the Council.

Public Comment was opened and closed without any speakers.

MOTION: LAKHVIR GHAG APPOINTED AS PRIMARY VOTING DELEGATE AND ASHLEY HERNANDEZ APPOINTED AS ALTERNATE VOTING DELEGATE FOR THE 2023 LEAGUE OF CALIFORNIA CITIES ANNUAL CONFERENCE.
(MOTION: WOTEN; SECOND: SANTANA)

VOTE: MOTION PASSED UNANIMOUSLY
5. Resolution of the City Council of the City of Live Oak Approving a Tax Collection Schedule for Fiscal Year 2023-24 for the Live Oak Lighting and Maintenance Assessment District of the City of Live Oak
James Ramsey, Finance Director

James Ramsey, Finance Director, provided a report for the Council.

Public Comment was opened and closed without any speakers.

MOTION: ADOPT RESOLUTION.
(MOTION: SANTANA; SECOND: CHAPDELAINE)

VOTE: MOTION PASSED UNANIMOUSLY

6. Dog Park Discussion

Luis Cibrian, Parks and Recreation Director, and Scott Rolls, City Engineer

Luis Cibrian, Parks and Recreation Director, and Scott Rolls, City Engineer, provided a report for the Council.

Public Comment was opened and closed without any speakers.

Council action: Direction provided to staff.

DISCUSSION ITEMS7. Discussion of Traffic Calming

Scott Rolls, City Engineer

Scott Rolls, City Engineer, provided a report for the Council.

Rich Epperson, Battalion Chief, addressed questions from the Council.

Public Comment was opened and closed without any speakers.

Council action: No action taken.

ITEMS REMOVED FROM THE CONSENT AGENDA FOR COUNCIL CONSIDERATION AND ACTION3. City Projects Update

Ron Walker, Public Works Director

Ron Walker, Public Works Director; Scott Rolls, City Engineer; and Clarissa Menchaca, City Clerk, addressed questions from the Council.

MOTION: RECEIVE AND FILE.
(MOTION: WOTEN; SECOND: HERNANDEZ)

VOTE: MOTION PASSED UNANIMOUSLY

UPDATES AND ANNOUNCEMENTS FROM THE CITY ATTORNEY AND CITY MANAGER

Aaron Palmer, City Manager, announced pool season is coming to an end soon and provided an update on the business applications grant program.

COUNCILMEMBER COMMENTS

Councilmember Hernandez highlighted the August 12, 2023, SAYLove event for the cleanup of the Highway 99 corridor and recreation trails and her attendance at the Yuba Sutter Arts “Seussical the Musical” play. Councilmember Hernandez further commented on her positive experience with the Parks and Recreation swim lessons program.

Councilmember Santana touched on the removal of the homeless camp located on Ivy Street and Larkin Road and her attendance at the Back to School Backpack Giveaway event hosted by the Parks and Recreation Department.

Councilmember Ghag discussed his attendance at the following meetings: Sacramento Area Council of Governments, League of California Cities, Yuba-Sutter Economic Development Corporation, Feather River Air Quality Management District, and Sutter Yuba Mosquito and Vector Control District.

Vice Mayor Chapdelaine touched on his attendance at the Regional Housing Authority Board of Commissioners meeting.

Mayor Woten recognized Councilmember Hernandez and Vice Mayor Chapdelaine's attendance at the SAYLove event for the cleanup of the Highway 99 corridor and recreation trails.

ADJOURNMENT

Mayor Woten adjourned the meeting at 8:37 pm.

Bob Woten, Mayor

ATTEST:

Clarissa Menchaca, City Clerk



**City of Live Oak
Report to City Council**

Meeting Date: September 6, 2023
Title: City Projects Update
Contact Information: Ron Walker, Public Works Director

Background:

1. Pennington Road - West Project: For members of the public that have questions and/or concerns an information line and website have been set up. The information telephone number is (530) 557-2023. City staff has performed a project walk-through with the project management company and the construction company to look for items that have not been completed according to the contract yet. A very small punch list has been developed and discussed with the contractor. Included in the list was one traffic sign, which has been installed; and a few feet of curb work yet to be completed, and the relocation of the roadbase pile from the post office area to the soccer park which has been completed.
2. Pennington - East Project: Plans at 75%. Specifications and Estimate at 50%. Staff will update the City Council at the September 27, 2023 City Council Special Meeting, and ask the Council to authorize staff to advertise for bids.
3. P Street Lift Station Improvement Project: Staff received an update from Kevin Warring with the State Water Resources Control Board (SWRCB) on August 24, 2023 requesting a revised resolution to meet SWRCB standards. Staff will bring the revised authorizing resolution to the Council for approval on September 6, 2023. Kevin also informed staff that any grant funding for this project will not be available until at least 2024 at the soonest, but he made no guarantee for funding in 2024.
4. Wastewater Treatment Plant Solar Project: A draft proposal for project management services is currently being reviewed by the city attorney.
5. Wastewater Treatment Plant Headworks Rehabilitation Project: Staff received an update from Kevin Warring with the SWRCB on August 24, 2023. He informed staff that this project does not qualify for grant funding under the most recently adopted SWRCB guidelines. The new guidelines call for projects that have generated a high level of violations, consolidation with multi-agencies, and septic to sewer projects. All projects are required to have a high level of application preparedness.
6. Well 7 & Well 4 Generator Grant Project: I received a message on July 27, 2023 that the funding program was five months away from having more capacity.
7. Customer Complaint Project: City Clerk, Clarissa Menchaca has been working with the Granicus team for the set-up, training, and implementation of the system. Clarissa has indicated that from the date the contract is signed (August 7, 2023 in our case), a kickoff call will occur 3-4 weeks after and that begins the implementation process. OneView is expected to be completed within the next 3-6 months.
8. Welcome to Live Oak Signs: City staff has received an updated package from Arrow Sign Co. The city engineering staff will continue working on the project as time allows, but this project is fourth in line behind three other projects.
9. Streets Master Plan: Staff will update as funds become available.
10. Dog Park: Staff is planning to bring the final design plans back to the Council at the September 27, 2023 City Council Special Meeting. The Parks and Recreation Department is planning on starting this project sometime in October of this year and completing the project sometime in April of next year.

Fiscal Impacts: None.

Recommendation: Receive and file.



City of Live Oak Report to City Council

Meeting Date:	September 6, 2023
Title:	Write-off of Past Due Water and Sewer Accounts Collections
Contact Information:	James Ramsey, Finance Director
Background:	Periodically, the City will evaluate past due balances and determine that there is no recourse to collect on those amounts based on the number of days outstanding. The accounts on the attached listing have been outstanding for a significant period of time and as such, management is requesting that the amounts be written off and sent to collections. If not collected by next year, there is a possibility that these may be collected next year via a lien on the property tax rolls. Some of the outstanding accounts go back to fiscal year 2020.
Fiscal Impacts:	Total liens relating \$50,417.71 split between water and sewer funds.
Recommendation:	Adopt resolution.
Attachments:	

[Resolution](#)
[Collections Listing](#)

Resolution No.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIVE OAK AUTHORIZING PAST DUE ACCOUNT COLLECTION LOSS
WRITE-OFF IN THE AMOUNT OF \$50,417.71

WHEREAS, the City of Live Oak furnishes a water and sewer system for obtaining, conserving and disposing of water for public and private uses; and

WHEREAS, providing utility services for citizens includes the collection of monthly utility billings; and

WHEREAS, the City of Live Oak makes every attempt to collect outstanding balances; and

WHEREAS, Exhibit A provides a list of uncollectible accounts for the period ending December 31, 2022, and is made a part of this resolution.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Live Oak hereby authorizes the Finance Director to write-off as collection losses the accounts receivables listed on Exhibit A totaling \$50,417.71.

PASSED AND ADOPTED by the City Council of the City of Live Oak this 6th day of September, 2023, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

APPROVED:

Bob Woten, Mayor

ATTEST:

Clarissa Menchaca, City Clerk

Account	Name	Service Address	Balance
01-0010-06	BARBARA GARNER	9901 LIVE OAK BLVD	1,796.20
01-3120-03	NPI DEBT FUND I, LP	2434 ARCHER AVENUE	137.60
03-0612-03	ANNIE VIJARRO	10362 N STREET	96.15
03-1800-06	SAMANTHA DAVIS	2640 MYRTLE STREET	150.31
04-1220-01	ASHLEY MATHEWS	9656 Q STREET	132.44
04-2880-02	CHRISTY ALLEN	9235 JEAN STREET	362.43
04-2910-01	MICHAEL VANBEUZekom-DEH	9804 Q STREET	105.34
04-7260-00	RAMON RAMIREZ	2712 DONOVAN COURT	68.80
01-0690-14	ADRIANNE DAWKINS	2471 ARCHER AVENUE	193.29
01-1010-00	SHANNON ABBOTT	2384 ARCHER AVENUE	72.29
01-1710-02	DENA WALKER	9815 K STREET	27.52
01-3740-02	NABOR RUIZ JR	9791 K STREET	272.94
03-2470-03	KELSI LEE WHEELER	2961 BONI SUE COURT	150.90
03-3200-02	TYLER STUTLER	3011 CORINNE COURT	137.09
04-2880-03	REMAX GOLD	9235 JEAN STREET	286.67
01-0410-06	ROBERT COON	2464 FIR STREET	301.32
01-1160-03	YESICA CARDENAS-BASALD	2465 ASH STREET	64.36
01-3210-03	MARICELA/JUAN MARTINEZ	2495 BIRCH STREET	160.53
02-1660-03	ANGELICA TREVINO	2399 WALNUT DRIVE	210.20
02-2100-01	ALAN PARKS	2523 BRIANNE WAY	40.44
03-0900-03	SHARON RIGGINS	10073 N STREET	71.02
03-3850-02	DESTINY HITSON	2925 SABINA COURT	466.06
04-2270-10	ERIC BOOTH	9432 N STREET	137.60
04-2630-03	WANDA HILL	9495 ALBERT STREET	107.54
04-3250-03	ANDREA CORUM	2794 PENNINGTON ROAD	55.49
04-3360-05	PAUL BRYANT	9887 P STREET #1	522.26
04-5919-04	CHANDRA TARP	9539 WATERMAN AVENUE	89.84
04-9180-05	SHAFI FAZAL	3413 CANNON WAY	459.46
01-0700-07	BRIAN KEITH MUNGLE	2469 ARCHER AVENUE	301.16
03-0560-00	MINDY/JIMMY HENDRYX	2747 KOLA STREET	59.31
04-3670-07	ALYSSA RUSSELL	9829 CALIFORNIA STREET	77.63
04-7270-05	BLANCA MACEDO	2698 DONOVAN COURT	282.12
04-9612-04	AMIE ZIMMERMAN	2719 IDA STREET	93.09
04-9730-05	KRYSTLE/CHRIS LAWSON/PRATTE	2766 KRISTEN STREET	493.52
03-2490-05	PRESTON JOHNSON	2900 BONI SUE COURT	66.83
03-2620-03	SADILLIA HICKS	3026 NYSTROM COURT	221.56
03-2840-05	MEAGAN MEDINA	2984 KOLA STREET	328.67
04-1030-06	DARLENE NISSEN	9670 Q STREET	330.22
04-1110-02	SCOTT CRAVALHO	9557 Q STREET	196.40
04-2350-01	JOSEFINA FERMIN	2680 APRICOT STREET	62.02
04-4380-10	TIFFANY HULSEY	9795 Q STREET	182.66
04-4682-01	AMY/BRADY BEYMER	9311 POPLAR WAY	127.77
04-5320-03	SUZANNE/TYRONE BULLOCK	9786 ELLIS COURT	70.83
04-5940-01	GURSHARAN KAUR	3484 RICHMOND COURT	68.80
04-9789-01	JONDEA ERISMAN	2590 KRISTEN STREET	48.16
01-0700-08	DENNIS LANGLEY	2469 ARCHER AVENUE	197.76

Account	Name	Service Address	Balance
01-2770-02	ZACHARY ZAPATA	2224 LESLIE COURT	63.98
03-2360-07	ROY CHAVEZ	2948 BONI SUE COURT	34.40
04-1530-00	DAVID CORONA	2727 APRICOT STREET	87.11
04-5013-02	MONICA HERNANDEZ	9481 COLLIER AVENUE	32.11
04-5915-04	MELLISSA/JUDY DERDER/WROTEN	9623 WATERMAN AVENUE	412.17
04-8520-06	STEPHANIE COUCH	9979 RICHARD AVENUE	182.75
04-9190-03	NANCI/KEVIN R WRIGHT	3425 CANNON WAY	197.80
01-0850-01	KATHRYN NORTON	2196 PENNINGTON ROAD	223.37
01-2220-07	ALFONSO HERNANDEZ	2256 JULIE WAY	142.95
01-2490-02	ERIC CHAVEZ	9632 K STREET	1,226.37
03-1110-01	MICHAEL KANDA	2590 KOLA STREET	300.59
03-2020-04	AIMEE YOUNG	2890 SABINA COURT	95.73
03-2390-07	PARRISH ODESHA	2865 BONI SUE COURT	184.74
03-3740-02	ALAN SOUZA	2881 PENNINGTON ROAD	4,029.79
04-1080-08	LODONNA, SAM CLARK	9572 Q STREET	61.85
04-4511-01	MANUEL AVILA	3277 PAMMA COURT	703.88
04-5990-07	KAYLA MARTINEZ	9665 RICHMOND WAY	124.37
04-8674-01	ANTONIO RINGOR	3448 CROFT WAY	121.55
04-9180-07	JERRAD LOPEZ	3413 CANNON WAY	35.71
04-9672-05	MARIA DONNA KENDALL	9029 IDA STREET	91.73
01-0448-06	JESSICA ELMS	2467 FIR STREET	280.99
01-0680-07	MATTHEW HENSLEY	2460 DATE STREET	303.49
02-0060-00	HEATHER AVALOS	10550 LARKIN ROAD	16.05
02-1811-00	TRUST MILLS	10223 ORCHARD WAY	100.91
03-1120-00	MIKE KANADA	2600 KOLA STREET	96.32
04-2570-00	GWEN EPP	2645 ORANGE STREET	27.52
04-4747-01	MARCOS SOTO	3298 GARRISON WAY	100.91
04-4818-01	MELINDA/MATTHEW MCVICKER	9371 ROSE COURT	65.89
04-6083-04	LEYLA KELLY	9620 RICHMOND WAY	491.79
03-0960-01	CRISTINE FORD	2658 NEVADA STREET	171.14
03-1270-01	LEATIA KIRK	2867 GUM STREET	146.48
03-1870-07	VONNIE MCCUTCHEON	2591 IVY ST.	219.12
04-0620-00	JACK HARTMAN	9834 N ST.	68.70
04-2590-03	SHEA LLOYD SUTHERLAND	2665 ORANGE ST.	66.46
04-2600-02	CAROLINE GRIGGS	2675 ORANGE ST.	262.06
04-3360-06	JENNY MEDINA	9887 P STREET #1	866.35
04-5430-03	JOHN HERNANDEZ	3290 BAKER WAY	42.39
01-0700-09	CRAIG OBRIEN	2469 ARCHER AVE.	651.72
04-4270-08	KILEY THOMAS	9289 ALBERT ST.	1,911.38
04-4743-01	JENNIFER CABRERA	9623 POPLAR WAY	125.56
04-7860-00	BRYAN STAFFORD	9944 DEREED RD.	425.07
04-9653-02	NORA JOVEN	9776 SAVOY WAY	518.84
01-0400-08	TERESA PEDRINI	2443 ELM ST.	1,321.99
01-2710-05	LINDA/WAYNE MARKS	2283 ANITA ST.	1,694.10
01-3440-00	GWEN EALES	9888 SINNARD AVE.	331.15
03-2020-05	CHRIS ESQUIVEL	2890 SABINA CT.	134.96

Account	Name	Service Address	Balance
03-2500-03	MICHAEL SIEDLE	2888 BONI SUE CT.	1,609.85
03-2853-01	MARIELA/ERNESTO HERNANDEZ/SOLOR	3065 KOLA ST.	391.37
04-0780-03	INDERJIT SINGH	9774 O ST.	40.59
04-1120-06	SANTIAGO/NOEMI DOMINGUEZ	9567 Q ST.	2,266.08
04-1450-01	STEVEN/DALEA ALLEN	9578 P ST.	1,057.25
04-3180-19	ALEJANDRO CARATACHEA	3148 PENNINGTON RD	2,083.02
04-3460-07	CHRISTIAN/AILEE MAGANA	2998 FIR ST.	1,928.84
04-3740-04	ANGIE KARIS	9754 N ST.	222.43
04-7845-02	ELIZABETH MARQUEZ	9210 LINDA ST.	99.00
04-7970.05	GUADALUPE MORALES	9806 DEREED RD	2,316.51
04-9560-01	GARY/NAN GUARDINEER	9726 RICHMOND WAY	346.90
01-0280-03	MICHAEL GABRIELSON	9925 LARKIN RD.	2,447.76
01-0448-07	MONICA HERNANDEZ	2467 FIR ST.	267.17
01-0550-02	TRAVIS DOLLINS	2334 ELM ST.	21.41
01-2570-01	CHELSEA RAMOS	9548 K ST.	330.94
01-3280-01	AHMAD GORSI	2374 BIRCH ST.	1,973.58
02-0410-00	JANICE/RONALD ETAL DANN	10046 LARKIN RD.	233.97
02-0570-04	ANNEMIEKE COSTA	2429 PENNINGTON ROAD	131.21
02-0620-00	JERRY BAILEY	2486 MELTON CIRCLE	221.63
03-2350-00	DAVID/TRACEY CARPENTER	2960 boni sue ct.	148.48
03-2800-07	JENNY VANG	2960 KOLA ST.	415.38
04-1600-02	SADIE/PHILLIP BRITT	2778 PEACH ST.	491.68
04-3990-00	TORIVO MAGANA	2909 DATE ST.	600.40
04-4511-02	HELADIO CRUZ	3277 PAMMA CT.	528.06
04-8520-07	STEVEN WORTHINGTON	9979 RICHARD AVE.	1,565.31

50,417.71



**City of Live Oak
Report to City Council**

Meeting Date: September 6, 2023

Title: Submittal of a Financial Assistance Application and Designation of
Authorized Representative for Rehabilitation of P Street Sewage Lift Station

Contact Information: Ron Walker, Public Works Director

Background:

On September 27, 2022, the City Council authorized the City Manager to file a Financial Assistance Application for P Street Sewer Lift Station with the California State Water Resource Control Board (CSWRCB). Upon the adoption of the resolution staff began the process of completing and submitting the extensive grant application. The full application includes a Financial, Technical, and Environmental package. Grant application progress is as follows:

- * December 2022 the Technical and Financial packages were submitted for CSWRCB review and comment.
- * Due to the complexity and public noticing requirements, the Environmental package required additional time to complete.
- * February 1, 2023, City Council approved an Initial Study and Mitigated Negative Declaration for the project. At this point the application was complete.
- * April 17, 2023, the CSWRCB assigned the application to an Engineer for review.
- * June 21, 2023, the CSWRCB and staff had an application kick off meeting.
- * CSWRCB confirmed that the application was complete.
- * CSWRCB staff were to begin detailed review in July.
- * Review of the Environmental Package was the critical path activity.
- * Application review and adoption process was on timeline to be completed by end of 2023.
- * July 26, 2023, the CSWRCB provided comments and requested more information for the Financial, Technical, and Environmental packages. Information was provided to CSWRCB by August 3, 2023. It was also identified that the authorizing resolution adopted on September 27, 2022, did not meet current certification requirements. It was requested that City Council adopt a revised resolution. The only difference in the resolution is slight formatting, minor grammatical changes, and additional language in the City Clerk Certification section.

In August 2023, CSWRCB notified the City funding for projects has been reallocated to only projects that are in current violation of discharge permits or projects that consolidate dischargers. The P Street project does not meet these criteria. It is not likely that the grant application will be approved in 2023. It is recommended that the application be submitted so that if funding becomes available in 2024 the application will be complete and ready to proceed in an expeditious manner. The resolution completes the application process.

Further City Council action and authorization will be required prior to acceptance of any loan or loan principal forgiveness documents.

Fiscal Impacts:

None currently. Future grant or loan documents will be brought to City Council for consideration.

Recommendation: Adopt resolution making the findings and determinations authorizing the City Manager or designee to file, provide assurances and represent the City in a Financial Assistance Application for Rehabilitation of P Street Sewage Lift Station with the California State Water Resources Control Board.

Attachments:

[Resolution](#)

Resolution No.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIVE OAK ASSIGNING AUTHORIZING REPRESENTATIVE FOR A
FINANCIAL ASSISTANCE APPLICATION FOR REHABILITATION OF P STREET SEWAGE LIFT STATION

WHEREAS, the City of Live Oak (the "Entity") received a Report evaluating the condition of City Sewer Lift Stations prepared by Operations and Permitting Specialists Dated July 15, 2019 (the "Study"); and

WHEREAS, the Study recommends the complete rehabilitation of P Street Sewage Lift Station; and

WHEREAS, the City is a small disadvantaged community and financial assistance is required for the construction of the recommended Rehabilitation of P Street Sewage Lift Station Project (the "Project"); and

WHEREAS, Resolution No. 26-2022 adopted September 7, 2022, did not comply with current California State Water Resource Control Board requirements.

RESOLVED by the City Council of the City of Live Oak as follows:

Section 1. The City Manager (the "Authorized Representative") or designee is hereby authorized and directed to sign and file, for and on behalf of the Entity, a Financial Assistance Application for a financing agreement from the State Water Resources Control Board for the planning, design, and construction of Rehabilitation of P Street Sewage Lift Station (the "Project").

Section 2. This Authorized Representative, or his/her designee, is designated to provide the assurances, certifications, and commitments required for the financial assistance application, including executing a financial assistance agreement from the State Water Resources Control Board and any amendments or changes thereto.

Section 3. The Authorized Representative, or his/her designee, is designated to represent the Entity in carrying out the Entity's responsibilities under the financing agreement, including certifying disbursement requests on behalf of the Entity and compliance with applicable state and federal laws.

CERTIFICATION: I do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the City Council of the City of Live Oak held on this 6th day of September, 2023, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

APPROVED:

Bob Woten, Mayor

ATTEST:

Clarissa Menchaca, City Clerk



City of Live Oak Report to City Council

Meeting Date:	September 6, 2023
Title:	Creation of Ad Hoc Committee to Review the City's Business Grant Applications
Contact Information:	Aaron Palmer, City Manager
Background:	The City has received several applications for the City's Business Grant Programs. This Committee will review staff's recommendation and then make final recommendations to the City Council for grant approval.
Fiscal Impacts:	None.
Recommendation:	Approve the Mayor's creation of an Ad hoc Committee and the appointment of two members of the City Council to that Committee.



**City of Live Oak
Report to City Council**

Meeting Date: September 6, 2023

Title: Public Employee Performance Evaluation Pursuant to California Government
Code Section 54957:
City Manager



**City of Live Oak
Report to City Council**

Meeting Date: September 6, 2023

Title: Conference with Labor Negotiators Pursuant to California Government Code
Section 54957.6:
Unrepresented employee: City Manager