



LIVE OAK CITY COUNCIL

REGULAR MEETING AGENDA AUGUST 6, 2025 6:00 PM

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

MEMBERS OF THE COUNCIL

JERAMY CHAPDELAINE, MAYOR
AARON PAMMA, VICE MAYOR
ASHLEY HERNANDEZ, COUNCILMEMBER
NANCY SANTANA, COUNCILMEMBER
BOB WOTEN, COUNCILMEMBER

BENJAMIN MOODY,
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/81293405841>
 - **Join by Phone:**
1-669-900-6833 or 1-833-548-0282 (Toll Free)
Webinar ID: 812 9340 5841

- **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/81293405841>
 - *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: 812 9340 5841
 - **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 reflected in the meeting 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 reflected in the meeting 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 July 16, 2025, City Council Regular Meeting minutes.
(Clarissa Menchaca, City Clerk)

BUSINESS ITEMS

2. Council Meetings – Remote Participation Changes
Recommendation: Return to in person meetings only for the City Council and City boards, commissions, and committees; with the continued use of traditional brown act requirements only; use of live stream software as needed for staff participation, item presentations, and/or for ADA accommodations.
(Benjamin Moody, City Manager)

ITEMS REMOVED FROM THE CONSENT AGENDA FOR COUNCIL CONSIDERATION AND ACTION**UPDATES AND ANNOUNCEMENTS FROM THE CITY ATTORNEY AND CITY MANAGER****COUNCILMEMBER REPORTS / COMMENTS / REQUESTS****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.

3. Conference with Labor Negotiators Pursuant to California Government Code Section 54957.6:
Agency Designated Representatives: Benjamin Moody, City Manager
Employee Organization: Public Employees Union Local #1 (AFSME)

ADJOURNMENT



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

Meeting Date: August 6, 2025

Title: City Council Meeting Minutes

Contact Information: Clarissa Menchaca, City Clerk

Background: Submitted for approval are the July 16, 2025, City Council Regular Meeting minutes.

Recommendation: Approve the July 16, 2025, City Council Regular Meeting minutes.

Attachments:

[Minutes](#)



LIVE OAK CITY COUNCIL

MINUTES
JULY 16, 2025
6:00 PM

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

MEMBERS OF THE COUNCIL

JERAMY CHAPDELAINE, MAYOR
AARON PAMMA, VICE MAYOR
ASHLEY HERNANDEZ, COUNCILMEMBER
NANCY SANTANA, COUNCILMEMBER
BOB WOTEN, COUNCILMEMBER

BENJAMIN MOODY,
CITY MANAGER

NICOLE ROSSER,
CITY ATTORNEY

CALL TO ORDER

Meeting called to order by Mayor Chapdelaine at Live Oak City Council Chambers, 9955 Live Oak Boulevard, Live Oak, CA at 6:03 pm.

ROLL CALL

Present: Councilmembers Woten, Hernandez, Vice Mayor Pamma, and Mayor Chapdelaine

Absent: Councilmember Santana

Clerk's Note: Councilmember Santana arrived at 6:05 pm.

PLEDGE OF ALLEGIANCE AND INVOCATION

Vice Mayor Pamma led the Pledge of Allegiance. Councilmember Hernandez delivered the invocation.

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

Item 5 – FY 2024-25 Fireworks Citation Property Liens– This item was removed from the agenda in its entirety as the citation was paid in full.

PRESENTATIONS AND RECOGNITIONS

There were no presentations and/or recognitions.

PUBLIC COMMENT

Public Comment was opened and closed without any speakers.

CONSENT ITEMS

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

MOTION: **APPROVE THE CONSENT AGENDA.**
 (MOTION: WOTEN; SECOND: HERNANDEZ)

VOTE: **MOTION PASSED 4-0-1**
AYES: **COUNCILMEMBERS WOTEN, HERNANDEZ, VICE MAYOR PAMMA, AND MAYOR CHAPDELAINE**
NOES: **NONE**
ABSENT: **COUNCILMEMBER SANTANA**

1. City Council Meeting Minutes
 Clarissa Menchaca, City Clerk
 Council action: June 18, 2025, City Council Regular Meeting minutes approved.

2. TESCO Control Service Agreement for Water and Wastewater Systems
 Tony Wright, Chief Plant Operator
 Council action: Service agreement awarded to TESCO Control of Sacramento, CA in the amount of their total bid of \$52,850, with a 10% contingency amount of \$5,285 and authorize the City Manager to execute the agreement on behalf of the City, subject to review and approval as to form by the City Attorney, with the finding that it is in the best interest of the City.

3. Sludge Removal at Wastewater Treatment Plant Wast Oxidation Basin
 Tony Wright, Chief Plant Operator
 Council action: Award a construction contract to Hydro Service, Inc. of Lodi, CA in the amount of their total bid of \$78,304, with a 10% contingency amount of \$7,830 and authorize the City Manager to execute the contract on behalf of the City, subject to review and approval as to legal form by the City Attorney, with the finding that it is in the best interest of the City.

4. Sludge Removal at Booster Pump Station Backwash Storage Tank
 Tony Wright, Chief Plant Operator
 Council action: Award a construction contract to Environmental Logistics of Hayward, CA in the amount of their total bid of \$138,000, with a 10% contingency amount of \$13,800 and authorize the City Manager to execute the contract on behalf of the City, subject to review and approval as to legal form by the City Attorney, with the finding that it is in the best interest of the City.

PUBLIC HEARING ITEMS

5. FY 2024-25 Fireworks Citation Property Liens
 James Ramsey, Finance Director

This item was removed from the agenda in its entirety as the citation was paid in full.

6. FY 2024-25 Water and Sewer Property Liens
James Ramsey, Finance Director

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

Public Hearing was opened at 6:05 pm.

Public Comment was opened and closed without any speakers.

Public Hearing was closed at 6:05 pm.

MOTION: ADOPT RESOLUTION ASSESSING THE COST OF WATER AND SEWER AGAINST THE PROPERTY.
(MOTION: CHAPDELAINE; SECOND: HERNANDEZ)

VOTE: MOTION PASSED 4-0-1

AYES: COUNCILMEMBERS WOTEN, HERNANDEZ, VICE MAYOR PAMMA, AND MAYOR CHAPDELAINE

NOES: NONE

ABSTAIN: COUNCILMEMBER SANTANA

Reference Resolution No. 11-2025.

7. FY 2024-25 Refuse Disposal Property Liens
James Ramsey, Finance Director

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

Public Hearing was opened at 6:07 pm.

Public Comment was opened and closed without any speakers.

Public Hearing was closed at 6:08 pm.

MOTION: ADOPT RESOLUTION: 1) ORDERING THAT COSTS FOR REFUSE DISPOSAL BE ASSESSED AGAINST PROPERTIES IDENTIFIED IN EXHIBIT A; 2) CONFIRMING THAT THE ASSESSMENT SHALL CONSTITUTE A SPECIAL ASSESSMENT AGAINST ANY LIEN UPON EACH IDENTIFIED PROPERTY; AND 3) DIRECTING THE CITY MANAGER TO SUBMIT A CERTIFIED COPY OF THE RESOLUTION TO THE SUTTER COUNTY AUDITOR WITH A REQUEST FOR COLLECTION.
(MOTION: WOTEN; SECOND: PAMMA)

VOTE: MOTION PASSED UNANIMOUSLY

Reference Resolution No. 12-2025.

BUSINESS ITEMS

8. FY 2025-26 Special Assessment for Fire Protection and Street Lighting
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 APPROVING A TAX COLLECTION SCHEDULE FOR FY **2025-26** FOR THE LIVE OAK LIGHTING AND MAINTENANCE ASSESSMENT DISTRICT OF THE CITY OF LIVE OAK.
(MOTION: HERNANDEZ; SECOND: PAMMA)

VOTE: MOTION PASSED **4-1**

AYES: COUNCILMEMBERS WOTEN, HERNANDEZ, VICE MAYOR PAMMA, AND MAYOR CHAPDELAINE

NOES: COUNCILMEMBER SANTANA

Reference Resolution No. 13-2025.

9. Community Facilities District 92-1 – FY 2025-26 Assessments
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 APPROVING A TAX COLLECTION SCHEDULE FOR FY **2025-26** FOR COMMUNITY FACILITIES DISTRICT NO. **92-1**.
(MOTION: HERNANDEZ; SECOND: WOTEN)

VOTE: MOTION PASSED **4-1**

AYES: COUNCILMEMBERS WOTEN, HERNANDEZ, VICE MAYOR PAMMA, AND MAYOR CHAPDELAINE

NOES: COUNCILMEMBER SANTANA

Reference Resolution No. 14-2025.

10. Community Facilities District 2004-1 – FY 2025-26 Assessments
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 APPROVING ASSESSMENTS WITH A **2.5% INCREASE**.
(MOTION: WOTEN; SECOND: HERNANDEZ)

VOTE: MOTION PASSED **3-2**

AYES: COUNCILMEMBERS WOTEN, HERNANDEZ, AND MAYOR CHAPDELAINE

NOES: COUNCILMEMBER SANTANA AND VICE MAYOR PAMMA

Reference Resolution No. 15-2025.

ITEMS REMOVED FROM THE CONSENT AGENDA FOR COUNCIL CONSIDERATION AND ACTION

There were no items removed from the Consent Agenda for Council consideration and action.

UPDATES AND ANNOUNCEMENTS FROM THE CITY ATTORNEY AND CITY MANAGER

Benjamin Moody, City Manager, addressed illegal fireworks use within the city, including citations that were issued and a structure fire that occurred as a result. Mr. Moody expressed the City's full support for the Live Oak Little League Majors Girls as they advance to the Western Regionals Conference, recognizing their hard work and achievements. Lastly, Mr. Moody also shared that he has an upcoming meeting with Sally Tripp, retired USDA consultant, to discuss potential infrastructure grant funding opportunities for the City.

COUNCILMEMBER COMMENTS

Councilmember Santana discussed concerns regarding illegal fireworks use within the city and addressed the need for more enforcement and community education. Councilmember Santana highlighted her attendance at the Live Oak Little League Majors Girls fundraiser. Furthermore, Councilmember Santana inquired about the status of the sewer rate study. Councilmember Santana thanked Councilmember Woten and his family for their donation to the Live Oak Little League Majors Girls fundraiser.

Mayor Chapdelaine reported on his attendance at the Sutter Butte Flood Control Agency meeting and the Local Agency Formation Commission meeting. Mayor Chapdelaine highlighted his attendance at the graduation ceremony for the Youth Law Leadership Academy participants, commending the program and its impact on local youth. Additionally, Mayor Chapdelaine announced the upcoming send-off parade in honor of the Live Oak Little League Majors Girls as they head to the Western Regionals Conference.

ADJOURNMENT

Mayor Chapdelaine adjourned the meeting at 6:34 pm.

Jeremy Chapdelaine, Mayor

ATTEST:

Clarissa Menchaca, City Clerk



City of Live Oak Report to City Council

Meeting Date: August 6, 2025

Title: Council Meetings - Remote Participation Changes

Contact Information: Benjamin Moody, City Manager

Background: See staff report attached.

Fiscal Impacts: Minor reductions in staff time.

Recommendation: Return to in person meetings only for the City Council and City boards, commissions, and committees; with the continued use of traditional Brown Act requirements only; use of live stream software for viewing purposes; and use of live stream software as needed for staff participation, item presentations, and/or for ADA accommodations.

Attachments:

[Staff Report](#)

CITY OF LIVE OAK
STAFF REPORT

Date: August 6, 2025
To: Honorable Mayor & Members of the City Council
From: Benjamin Moody, City Manager

Summary

Subject: Council Meetings – Remote Participation Changes

Recommendation: Return to in person meetings only for the City Council and City boards, commissions, and committees; with the continued use of traditional Brown Act requirements only; use of live stream software for viewing purposes; and use of live stream software as needed for staff participation, item presentations, and/or for ADA accommodations.

Fiscal Impact: Minor reductions in staff time

Purpose:

To effectively implement and manage Council meetings.

Background:

As of March 2020, the City of Live Oak conducted virtual meetings only in response to the COVID 19 pandemic, and once it was safe to do so, moved the meetings to a hybrid meeting format allowing members of the public to attend meetings in person, or have the option of attending remotely through the use of Zoom.

Currently the public can attend and participate in Council meetings either in person or via Zoom utilizing a phone or electronic device and view the meetings via live stream utilizing the City's Granicus software system.

The goal of retaining an online platform for the Council meetings was to help promote public participation.

Analysis:

COVID exponentially increased the use of remote video conferencing platforms. Since the initial response to COVID in March of 2020, there have been lessons learned to determine a balance of needs and preferences for the use of remote access platforms.

In regards to Live Oak City Council meetings, it has been found that the remote participation function is rarely attended via Zoom, it is a burden for staff to juggle the multiple platforms, there is an increased likelihood of potential issues related to technical difficulties that can jeopardize the meeting and liabilities associated with insuring public participation at the proper time.

Additionally Zoom bombings are still occurring and are on the rise again where unwanted vulgar disruptions can occur.

Across the region many agencies have gone away from online participation due to the logistical issues associated with providing dual platforms.

For example, the table below indicates whether surrounding jurisdictions currently allow remote public participation.

Jurisdiction	Allow remote public participation
City of Gridley	No
City of Oroville	No
City of Chico	No
City of Yuba City	No
City of Marysville	No
City of Wheatland	No
City of Colusa	No
Butte County	No
Sutter County	No
Yuba County	Yes
Colusa County	No

In an effort to effectively implement and manage meetings, staff is recommending that the City modify the meeting formats to remove the option for virtual public comment during meetings. Public comments are still accepted in person and by email.

Regularly scheduled Council Meetings will continue to be broadcast on Zoom and/or Granicus with (virtual comments disabled).

Members of the public may still watch meetings remotely and are welcome to submit public comments in advance of Council meetings via email. All email comments received by the deadline noted on the agenda will continue to be distributed to Councilmembers.

Fiscal Impact:

There is no significant fiscal impact associated with the recommended action. However, it is anticipated that minor staff and IT costs related to coordinating the (audio/visual/broadcasting of meetings) could be reduced.

Recommendation:

Return to in person meetings only for the City Council and City boards, commissions, and committees; with the continued use of traditional brown act requirements only; use of live stream software for viewing purposes; and use of live stream software as needed for staff participation, item presentations, and/or for ADA accommodations

Attachments:

None.



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

Meeting Date: August 6, 2025

Title: Conference with Labor Negotiators Pursuant to California Government Code
Section 54957.6:
Agency Designated Representatives: Benjamin Moody, City Manager
Employee Organization: Public Employees Union Local #1 (AFSME)