



LIVE OAK CITY COUNCIL

SPECIAL MEETING AGENDA NOVEMBER 6, 2024 6:30 PM

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

MEMBERS OF THE COUNCIL

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

MARK SCOTT,
INTERIM CITY MANAGER

NICOLE ROSSER,
CITY ATTORNEY

NOTICE OF SPECIAL MEETING

Pursuant to Government Code Section 54956, the Live Oak City Council
hereby calls a Special Meeting as follows:

Wednesday, November 6, 2024, at 6:30 pm
Live Oak Council Chambers
9955 Live Oak Boulevard, Live Oak, California

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/82989770282>
 - **Join by Ph one:**
1-669-900-6833 or 1-833-548-0282 (Toll Free)
Webinar ID: 829 8977 0282

- **Public Comment:** Members of the public can submit general public comments 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/82989770282>
 - 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: 829 8977 0282
 - **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

BUSINESS ITEMS

1. Update to LAIF Information
Recommendation: Adopt resolution to update the LAIF information.
(James Ramsey, Finance Director)

ADJOURNMENT



City of Live Oak Report to City Council

Meeting Date: November 6, 2024

Title: Update to LAIF Information

Contact Information: James Ramsey, Finance Director

Background: On Monday, October 28, 2024, staff was contacted by both Bank of America and Golden Pacific Bank informing the City that there was a fraudster attempting to cash checks that had the City's account information on them, including the logo, address, and other contact information. At this notification, staff promptly closed the account and opened a new one.

Since then, staff has been diligently trying to change deposit instructions at other agencies, including the California State Controller's Office, the California Department of Tax and Fee Administration (CDTFA), and others.

In order to update the information for the City's Local Agency Investment Fund (LAIF) account, City Council must approve the attached resolution. The resolution is to update the names and titles of authorized staff members to access the LAIF account. In the past, the City Manager and a Financial Analyst-Confidential (previously Bobbi) were the only authorized signers. The updated resolution provides for back-up signers in case someone is unavailable. Account number changes require two authorized signers.

Once complete, staff will submit the resolution and will be able to transfer amounts to and from that account as cash demands are assessed.

Fiscal Impacts: There is no fiscal impact associated with changing the account number.

Recommendation: Adopt resolution to update the LAIF information.

Attachments:

[Resolution](#)

Resolution No.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIVE OAK, STATE OF CALIFORNIA, AUTHORIZING INVESTMENT OF
MONIES IN THE LOCAL AGENCY INVESTMENT FUND

WHEREAS, the Local Agency Investment Fund is established in the State Treasury under Government Code section 16429.1 et. seq. for the deposit of money of a local agency for purposes of investment by the State Treasurer; and

WHEREAS, the City of Live Oak City Council hereby finds that the deposit and withdrawal of money in the Local Agency Investment Fund in accordance with Government Code section 16429.1 et. seq. for the purpose of investment as provided therein is in the best interests of the City of Live Oak.

NOW, THEREFORE, BE IT RESOLVED that the City of Live Oak City Council hereby authorizes the deposit and withdrawal of City of Live Oak monies in the Local Agency Investment Fund in the State Treasury in accordance with Government Code section 16429.1 et. seq. for the purpose of investment as provided therein.

BE IT FURTHER RESOLVED, as follows:

Section 1. The following City of Live Oak officers holding the title(s) specified hereinbelow or their successors in office are each hereby authorized to order the deposit or withdrawal of monies in the Local Agency Investment Fund and may execute and deliver any and all documents necessary or advisable in order to effectuate the purposes of this resolution and the transactions contemplated hereby:

Mark Scott – Interim City Manager

Baldip (Bobbi) Phagura – Financial Services Manager

Parveen Johl – Management Analyst

Clarissa Menchaca– City Clerk

Luis Cibrian- Parks and Recreation Director

Section 2. This resolution shall remain in full force and effect until rescinded by City of Live Oak City Council resolution and a copy of the resolution rescinding this resolution is filed with the State Treasurer's Office.

PASSED AND ADOPTED by the City Council of the City of Live Oak this 6th day of November, 2024, by the following
vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

APPROVED:

Ashley Hernandez, Mayor

ATTEST:

Clarissa Menchaca, City Clerk