



LIVE OAK CITY COUNCIL

REGULAR MEETING AGENDA OCTOBER 2, 2024 6:00 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

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/88123835235>
 - **Join by Phone:**
1-669-900-6833 or 1-833-548-0282 (Toll Free)
Webinar ID: 881 2383 5235

- **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/88123835235>
 - *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: 881 2383 5235
 - **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**

- A. Presentation with Possible Direction to Staff on Results of Impact Assessment Study Related to Joining Pioneer Community Energy

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 September 18, 2024, City Council Regular Meeting minutes.
(Clarissa Menchaca, City Clerk)
2. City Council Meeting Minutes
Recommendation: Approve the September 18, 2024, City Council Special Meeting minutes.
(Clarissa Menchaca, City Clerk)
3. Filing and Acceptance of AB 1600 (Development Impact Fee) Annual Report
Recommendation: 1) Accept the annual report on development impact fees; and 2) Adopt findings that funds held longer than five years are needed for future projects.
(James Ramsey, Finance Director)

DISCUSSION ITEMS

4. Dog Park Surface Discussion
Recommendation: Provide direction to staff.
(Luis Cibrian, Parks and Recreation Director)
5. October 16 Council Meeting Date
Recommendation: Provide direction on whether to skip or reschedule the October 16, 2024, meeting.
(Mark Scott, Interim 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.

6. Public Employee Recruitment: Interim City Manager/City Manager, Pursuant to California Government Code Section 54957(b)

ADJOURNMENT



City of Live Oak Report to City Council

Meeting Date: October 2, 2024

Title: Presentation with Possible Direction to Staff on Results of Impact Assessment Study Related to Joining Pioneer Community Energy

Background: In July 2024, the Live Oak City Manager provided a report on Pioneer Community Energy ("Pioneer") and the benefits of joining a Community Choice Aggregation ("CCA") in general and Pioneer specifically. The City of Live Oak authorized funding an Impact Assessment Study ("IAS") and upon the completion of the study, the Council would consider whether the City of Live Oak would join Pioneer, a Joint Powers Authority.

The purpose of an IAS is to determine projected financial outcomes related to the expansion of Pioneer's service territory. While it is difficult to predict with certainty future operating results in a historically volatile industry, the study provides best available information regarding energy products pricing, customer energy usage, administration cost, and other key considerations are compiled. The results of the IAS are a key decision point in the expansion process.

Pioneer commissioned Pacific Energy Advisors ("PEA") to conduct the study. PEA is highly experienced and well-respected in the industry in the preparation of such studies and has prepared these studies before for Pioneer, including similar assessments for other CCAs and Pioneer's expansion into El Dorado County, and the cities of Grass Valley, Nevada City, and Placerville. The study examined 24 consecutive months of data for the City of Live Oak's electricity customers for consumption patterns and electricity load requirements, then created a forecast of future consumption, costs, and impacts to Pioneer's energy portfolio. The study also examined many different scenarios and optimal timing for expansion. The study was completed in September 2024.

Power supply is the primary driver for being able to move forward and in determining the timing of service launch. There are three significant components of power supply: (1) energy; (2) resource adequacy; and (3) renewable energy. Energy prices are correlated to the movement of natural gas prices and have experienced a favorable direction in pricing. However, Resource Adequacy and renewable energy are supply-constrained, with price pressure that is artificially created through regulatory decisions and an

increase in demand for renewables by load serving entities complying with the Renewable Portfolio Standards (RPS). RPS standards require at least 60% of the energy portfolio be renewable by 2030 and private industry is driven by their environmental targets.

The Impact Assessment Study found:

- * Expansion into Live Oak represents the addition of 3,237 customers and 22,156 MWh annually to Pioneer's current service area.
- * Expansion into Live Oak is possible. However, expansion represents many portfolio implications for Pioneer that must be addressed, particularly.
- * When comparing current rates to projected power supply costs at time of launch, the study supports expansion in October 2027.
- * The driver for the timing is the Resource Adequacy and renewable energy markets, which remain tight and many new-build renewable resources are not yet online, making procurement challenging.
- * Additionally, it is recommended to defer any launch until after Summer 2027 when further projects are expected online and to avoid expensive summer pricing.
- * The economics of a 2026 service launch are not feasible.

Study findings were presented to the Pioneer Governing Board at its September 19, 2024 meeting. The Pioneer Board supports expansion with an extended timeline that ensures rate competitiveness and allows Pioneer's procurement team to research and contract for the needed renewables and Resource Adequacy to meet the demands of an increased service territory.

Pioneer staff anticipates adequate resources will be available for an October 2027 launch but cannot with certainty predict if the entire electrical load can be served at once or will require a phase-in approach. Subsequently, Pioneer staff has issued a Request for Offer ("RFO") to gather intelligence on the market on resource availability.

Pioneer recommends shifting the expansion timeline by two to three months to do the necessary research on the availability of Resource Adequacy and renewable resources, which is critical to protecting rate competitiveness. Instead of submitting the Implementation Plan to the California Public Utilities Commission (CPUC) in December 2024, Pioneer will submit the Plan in March 2025 for an October 2027 service launch. The CPUC then will approve or deny the plan by the end of June 2025.

Assuming the Implementation Plan is approved, the Live Oak City Council will have another opportunity to discuss and reaffirm joining Pioneer in Summer 2025, for an October 2027 launch.

Fiscal Impacts:

The total cost of the IAS was \$30,000. Pioneer paid 50% --\$15,000 of the cost. Sutter County, Yuba City, and Live Oak are sharing the remaining \$15,000 equally, for a total cost of \$5,000 to each jurisdiction. No additional General Funds are required.

Recommendation: Accept the presentation and provide staff direction on moving forward to join Pioneer Community Energy (Pioneer).

Attachments:

[PowerPoint Presentation](#)

An Overview and Expansion Outlook for City of Live Oak

October 2, 2024

Introductions

- Don Eckert: Chief Executive Officer, Pioneer Community Energy
- Gina Stassi-Vanacore: Director of Communications, Pioneer Community Energy
- Lisa DeLaby: Community Outreach Manager, Pioneer Community Energy



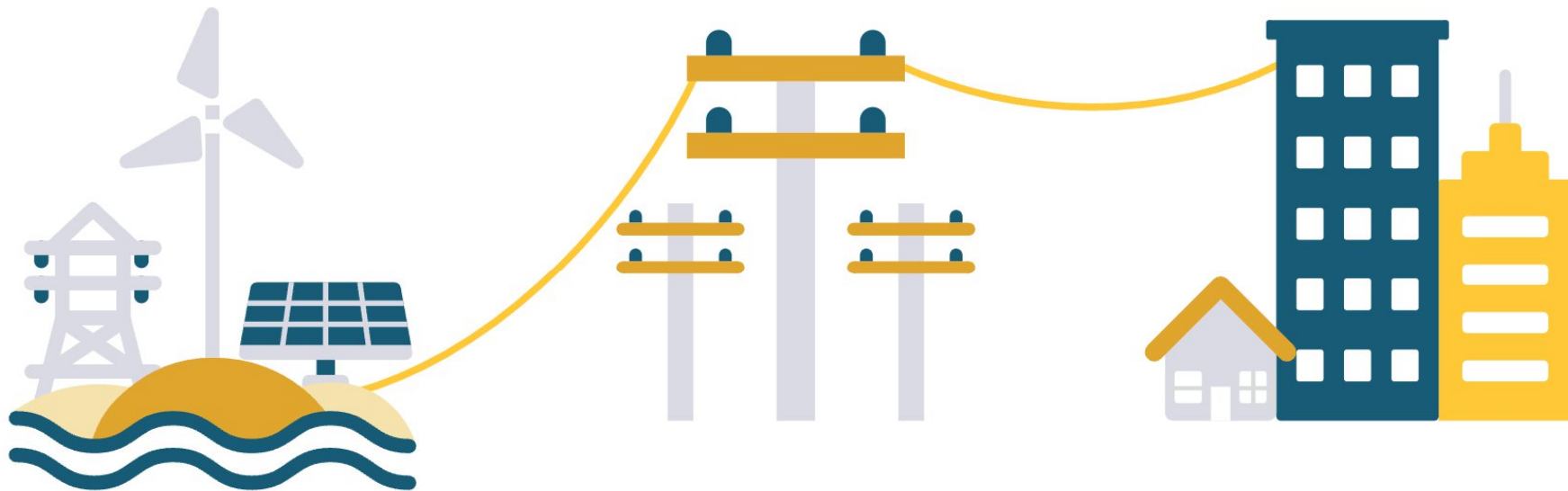
About Pioneer

What is a CCA?

Community Choice Aggregation (CCA)

- Allows local governments to purchase electricity on behalf of residents and businesses in place of investor-owned utilities (i.e., PG&E for City of West Sacramento)
- Borne out of the energy crisis of the early 2000s
 - California Legislature to pass Assembly Bill 117 in 2002, enabling community choice in its electricity provider
- Well established and successful
 - First CCA launched in 2010
 - In 2024, 25 CCAs serve more than 200 communities throughout California
 - Providing generation for approximately 14 million customers

How Does A CCA Work?



Electricity

Pioneer buys electricity from various suppliers. The buying team works with sources to negotiate pricing and ensure a steady, affordable energy supply.



Delivery

PG&E delivers electricity, maintains the infrastructure of power lines and poles, and sends out bills to customers.



Customer

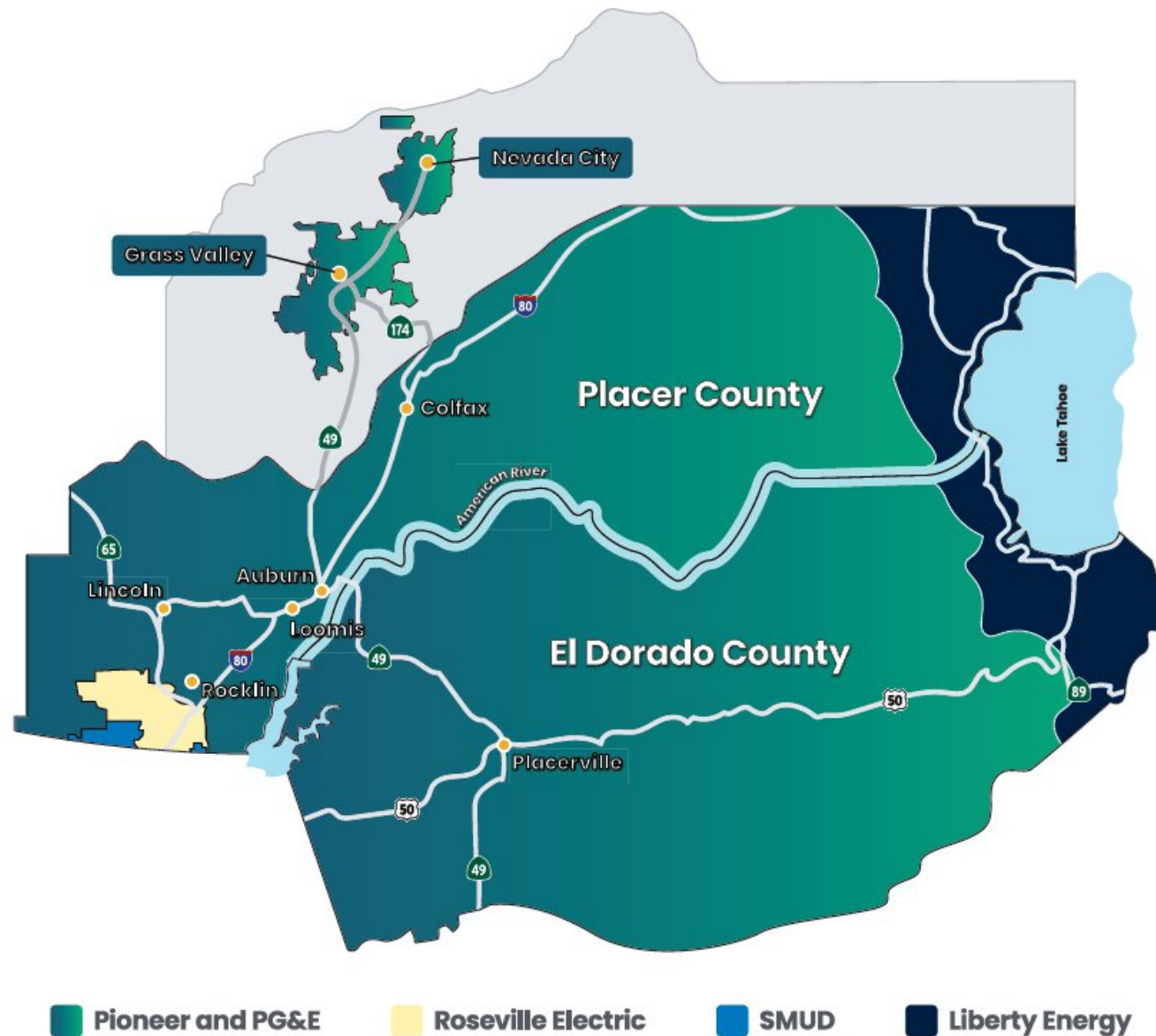
As a customer of both Pioneer and PG&E, customers get a choice in electricity providers. With Pioneer, you'll receive competitive rates, energy options and exceptional customer service.

Why Choose Pioneer?

- Pioneer serves inland communities with similar priorities like customer savings, community reinvestment, exceptional customer service, and economic development
- Ratepayer Savings – We are committed to providing competitive electricity rates and have saved customers \$85 million since launching in 2018
- Pioneer is a Joint Powers Authority, a not-for-profit public agency, with a board of directors comprised of only elected officials from the jurisdictions we serve
- Creating opportunities to support biomass, and local power purchase agreements
 - El Dorado Irrigation District (\$37 million)
 - PCWA (Over \$10 million)
 - Sierra Pacific Industries (\$1.2 million)
 - Grass Valley- Biomass RFP
 - Western Placer Waste Management- biomass plant



Our Current Service Area



Benefits to Your Citizens



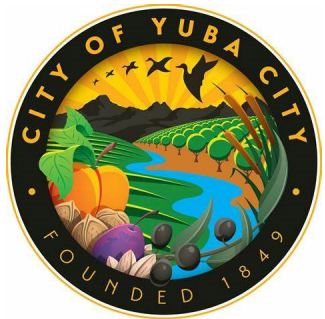
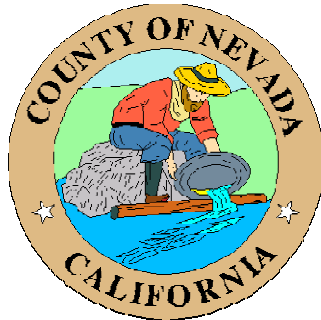


Expansion Into Live Oak

Pioneer / Live Oak Connection

- Spring 2024: Pioneer began discussions with Sutter County, Yuba City, and Live Oak about service expansion
- Spring / Summer 2024: Jurisdictions agreed to jointly commission an Impact Assessment Study to determine the feasibility of service expansion
- Summer 2024: Impact Assessment Study is conducted
- Fall 2024: Study results are shared with Pioneer's Expansion Committee and Board of Directors
 - Pioneer Board made recommendations on moving forward based on study findings
 - Pioneer shares study findings and Board recommendations with jurisdictions; presents findings to Board/Councils

Increasing Interest in Pioneer

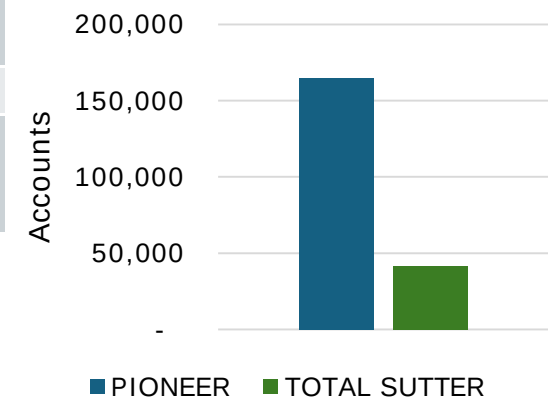
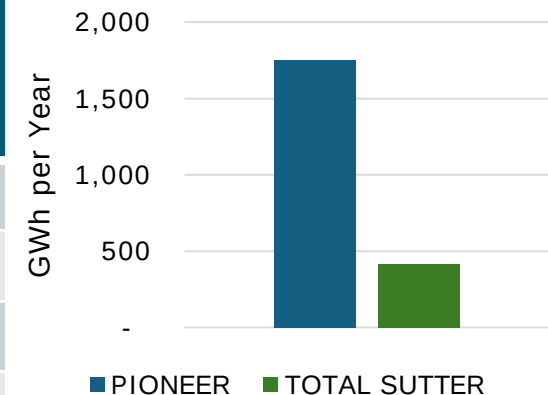


Two Questions to Answer

- Does it make financial sense to move forward with expansion?
 - Purpose of the Impact Assessment Study
 - Go/No-Go Decision Point
- Do we have the power supply resources to serve?
 - Answers the timing of the launch
 - Phase-In vs. All at once

Sutter County Aggregate Customer Information

Classification	Accounts	Annual Energy (MWh)	Average Customer Usage (kWh / Mo.)
Residential	34,599	202,287	487
Com/Ind	4,480	158,073	2,940
Ag/Pumping	1,377	51,493	1,377
Street Lighting	809	1,606	165
Total	41,265	413,460	835
Peak Demand (MW)	109		



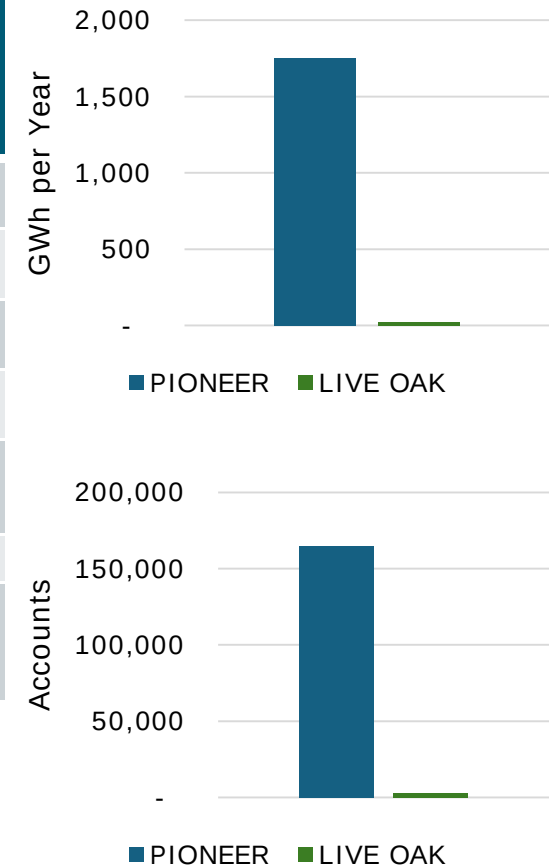
Expansion to Sutter County customers would represent an approximate 24% increase to Pioneer retail sales.

Includes account data within Unincorporated Sutter County, City of Live Oak, and City of Yuba City.

Data above are unadjusted for opt-out assumptions and excludes standby accounts.

City of Live Oak Customer Information

Classification	Accounts	Annual Energy (MWh)	Average Customer Usage (kWh / Mo.)
Residential	3,017	15,150	418
Com/Ind	168	6,835	3,390
Ag/Pumping	9	85	783
Street Lighting	43	86	167
Total	3,237	22,156	570
Peak Demand (MW)	6		



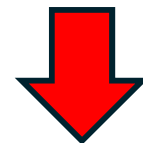
Expansion to Sutter County customers would represent an approximate 24% increase to Pioneer retail sales.

Expansion into City of Live Oak customers would represent an approximate 1% increase to Pioneer retail sales.

Data above are unadjusted for opt-out assumptions and excludes standby accounts.

Assumptions in the Study

- Examined 2 years of consecutive data (2022/2023)
- Projected revenues from current rates
 - Very conservative approach
 - Current rates average 7% discount
- Power Supply
 - Energy
 - Renewable Energy
 - Resource Adequacy

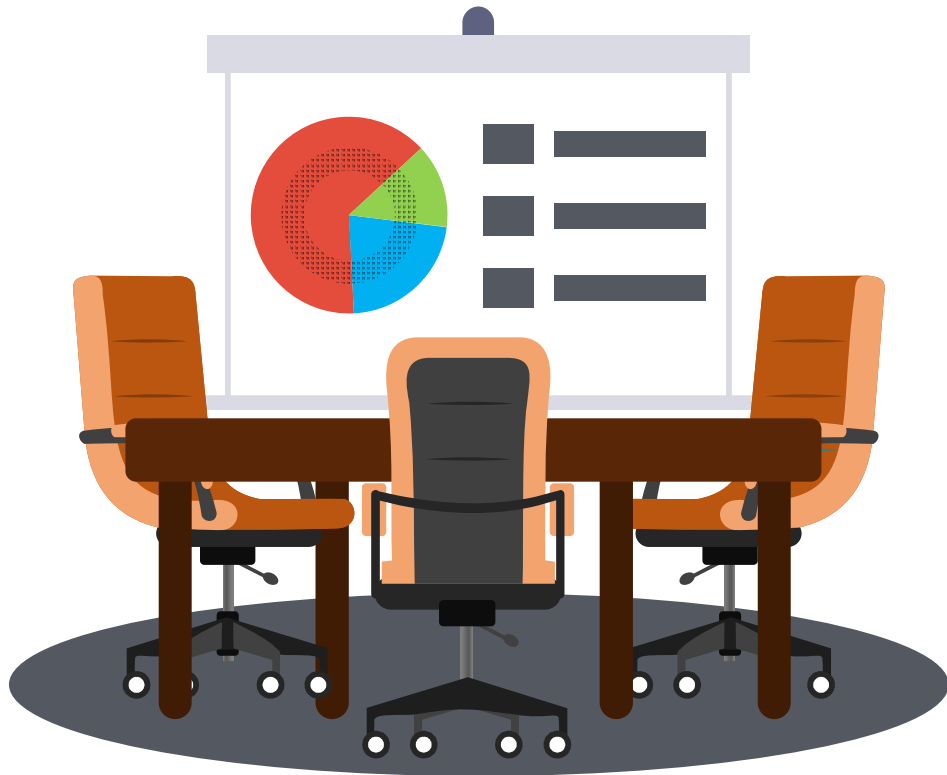


Fiscal Impact Summary

	FYE 2028	FYE 2029	FYE 2030	Total
Revenue (\$MM)	\$ 162.8	\$ 254.8	\$ 260.1	\$ 677.7
Operating Expenses (\$MM)	\$ 141.9	\$ 252.4	\$ 252.0	\$ 646.3
Net Operating Margin (\$MM)	\$ 21.0	\$ 2.4	\$ 8.1	\$ 31.4
Electricity Sales (MWh)	1,264,837	1,848,607	1,886,873	5,077,642
Avg. Revenue (\$/MWh)	\$ 128.82	\$ 135.04	\$ 135.04	\$ 133.47
Avg. Expense (\$/MWh)	\$ 112.15	\$ 133.77	\$ 130.86	\$ 127.28
Avg. Margin (\$/MWh)	\$ 16.57	\$ 1.27	\$ 4.18	\$ 6.19
Avg. Margin (% of Rev)	13%	1%	3%	5 %

- *Reflects partial year of service for fiscal year ending June 30, 2028.
- Prior to Pioneer expansion, other implementation costs would be incurred. Such costs may be related to utility service fees, marketing and outreach, regulatory and legal representation, internal operations, resource planning and procurement.

Pioneer Board Direction



- Pioneer's Board received a presentation on Sept. 19th on the results of the study
- Study recommended launch of October 2027
- Over the next few months, we confirm all parties remain on course to join and in parallel conduct market assessment on resources
- Return to the Board in December with a consideration to start the expansion process

Next Steps

Sep 2024

Initial Study
Results
Shared with
Expansion
Committee

Oct-Nov 2024

Staff
Analyzes
Resource
Constraints
and Creates
Enrollment
Phasing
Schedule

Nov-Dec 2024

Board
Approves
New
Memberships
and JPA
Amendment

Feb-Mar 2025

Implementation
Plan
Amendment
Submitted to
CPUC

Sep-Oct 2024

Results Shared
with
Prospective
Members

Dec 2024

Staff Brings
Enrollment Phasing
Schedule to
Expansion
Committee for
Board
Recommendation

Jan-Feb 2025

New Member
Ordinances
Adopted



Appendix

Mission & Vision

Mission Statement (What we do) – Pioneer Community Energy is a locally owned provider of electricity – powering the communities we serve with competitive rates, exceptional local service, and a choice in energy options

Vision Statement (Where we want to be) – A community partner in energy solutions, and positive local impact, powering today and empowering tomorrow

Myth Busters

There are many misconceptions about CCAs in particular and Pioneer specifically. Here are some of the big ones ...

MYTH	FACT
Pioneer replaces PG&E.	Pioneer is a <i>choice</i> on the generation portion of your utility service. Poles, wires, and bill are still with PG&E.
Joining Pioneer will impact my PG&E service.	CCA customer requests are not be “put in the back of the line” because you’re with a CCA
PG&E will increase Transmission & Distribution (T&D) rates to compensate for the City joining Pioneer.	There is no impact to your PG&E T&D rates due to joining Pioneer.
Pioneer is just a “middle-man” buying from PG&E and marking up to the ratepayers.	Pioneer procures its own power from various sources to provide savings, not PG&E.
I’m on Solar NEM 2.0. and will be defaulted to the new NEM rate (Solar Billing Plan – SBP)	Whatever NEM vintage customers have simply transfers to Pioneer. Plus, Pioneer pays a ½-cent premium over PG&E on your net generation.
Customers lose my PG&E programs by joining Pioneer	Any program or special rate customers have with PG&E rolls over to Pioneer and is not be impacted by joining Pioneer.

Rate Products



44.1% Renewable*

\$219.26**
average total

\$95.53
Electricity

N/A
Green100 Charges

\$126.53
PG&E Shipping Charges

\$(2.80)***
PCIA + FFS



100% Renewable

\$226.34**
average total

\$95.53
Electricity

\$7.07
Green100 Charges

\$126.53
PG&E Shipping Charges

\$(2.80)***
PCIA + FFS



38.3% Renewable

\$241.18**
average total

\$109.76
Electricity

N/A
Green100 Charges

\$126.53
PG&E Shipping Charges

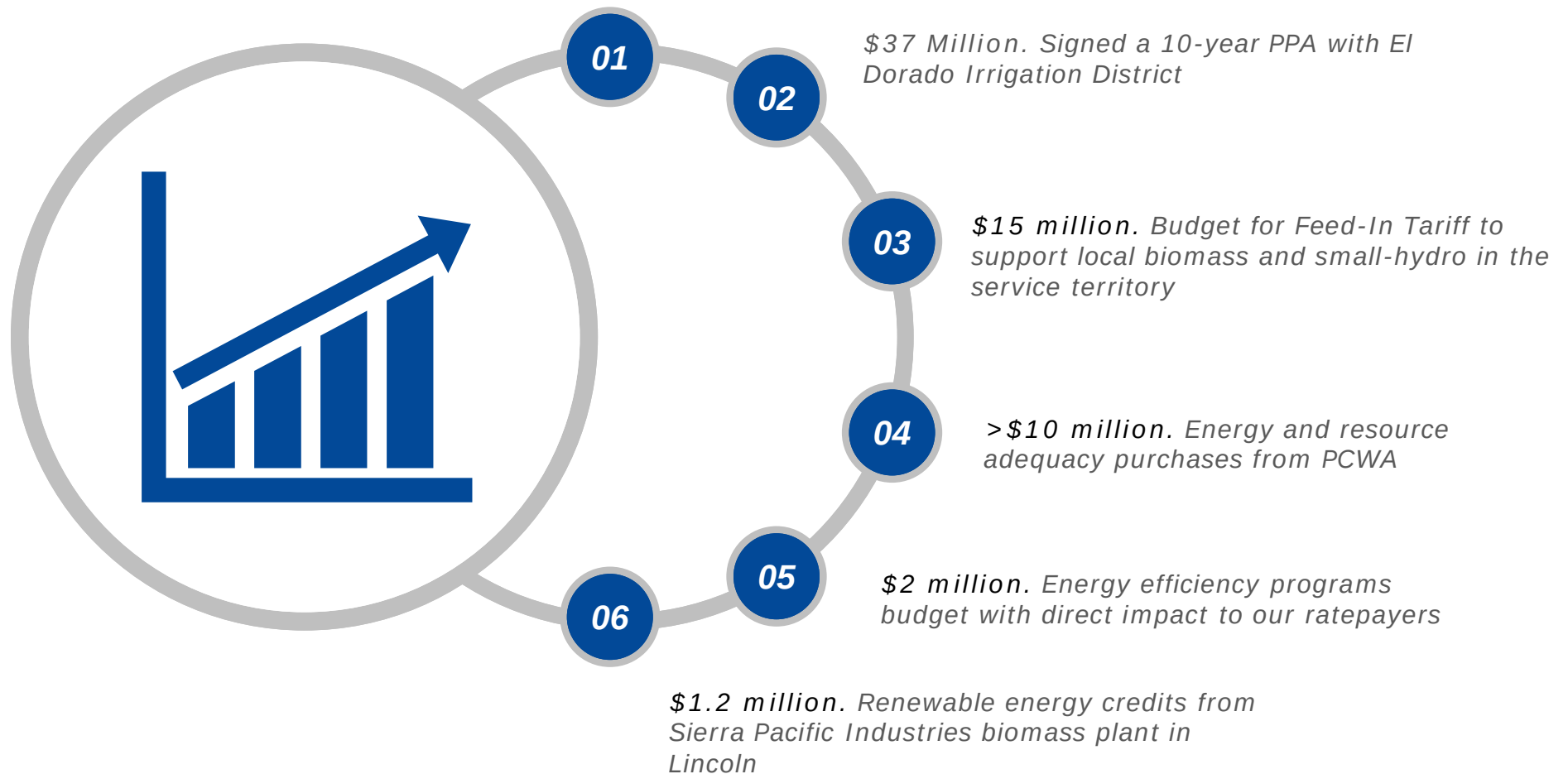
\$4.89***
PCIA

*As reported to the California Public Utilities Commission and Pioneer's Board of Directors.

**Based on a typical residential EI customer usage in a Pioneer service area effective as of January 2024, assuming 650 kWh per month. Pioneer totals are based on 2021 PCIA vintage. Actual differences may vary depending on usage, rate schedule, and other factors. Estimate provided is an average of seasonal rates.

Community Investment

\$126 million. Life-to-data through 2024 of utility bill savings that is money staying in the region and not going to Oakland



How are customers billed?



ENERGY STATEMENT

www.pge.com/MyEnergy

Account No:

Statement Date: 05/03/2023

Due Date: 05/24/2023

Service For:

Your Account Summary

Amount Due on Previous Statement	\$310.25
Payment(s) Received Since Last Statement	-311.00
Outstanding Credit Balance	-\$0.75
Current PG&E Electric Delivery Charges	\$80.73
Pioneer Community Energy Electric Generation Charges	51.35
Current Gas Charges	110.27

Questions about your bill?

Mon-Fri 7 a.m.-7 p.m.
Saturday 8 a.m.-5 p.m.
Phone: 1-800-743-5000
www.pge.com/MyEnergy

Total Amount Due by 05/24/2023	\$241.60
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PG&E Bill – Page # 1

- Pioneer listed on the front page
- Customer pays total energy bill to PG&E – one payment
- PG&E remits \$ to Pioneer

Power Mix

2022 POWER CONTENT LABEL					
Pioneer Community Energy					
https://pioneercommunityenergy.org/about-us/key-documents/					
Greenhouse Gas Emissions Intensity (lbs CO ₂ e/MWh)			Energy Resources	2022 Pioneer Community Energy Base Service Power Mix	2022 Pioneer Community Energy Green100 Power Mix
2022 Pioneer Community Energy Base Service	2022 Pioneer Community Energy Green100	2022 CA Utility Average	Eligible Renewable ¹		
343	0	422	Biomass & Biowaste	44.1%	100.0%
1000 800 600 400 200 0 ■ 2022 Pioneer Community Energy Base Service ■ 2022 Pioneer Community Energy Green100 ■ 2022 CA Utility Average			Geothermal		35.8%
			Eligible Hydroelectric	0.6%	2.1%
			Solar	0.0%	4.7%
			Wind	21.6%	1.1%
			Coal	28.4%	17.0%
			Large Hydroelectric	50.0%	10.8%
			Natural Gas	0.0%	2.1%
			Nuclear	0.0%	9.2%
			Other	0.0%	0.1%
			Unspecified Power ²	27.0%	7.1%
			TOTAL	100.0%	100.0%
Percentage of Retail Sales Covered by Retired Unbundled RECs ³ :				4%	0%
¹ The eligible renewable percentage above does not reflect RPS compliance, which is determined using a different methodology. ² Unspecified power is electricity that has been purchased through open market transactions and is not traceable to a specific generation source. ³ Renewable energy credits (RECs) are tracking instruments issued for renewable generation. Unbundled renewable energy credits (RECs) represent renewable generation that was not delivered to serve retail sales. Unbundled RECs are not reflected in the power mix or GHG emissions intensities above.					
For specific information about this electricity portfolio, contact:			Pioneer Community Energy 1 (844) 937-7466		
For general information about the Power Content Label, visit:			https://www.energy.ca.gov/programs-and-topics/programs/power-source-disclosure-program		

PG&E Programs Carry Over

- Enrollment in any program with PG&E, carries over to Pioneer. Examples include but not limited to:
 - CARE
 - FERA
 - Medical Baseline
- PG&E service will not be impacted by joining Pioneer (e.g., service request placed last in que with PG&E because you're with Pioneer)
- In addition, customers have access to Pioneer programs that are created to meet the unique needs of the communities we serve.

Benefits for Solar Customers

- Pioneer has 42,000+ solar accounts
- If you are a net generator, we pay a ½ cent premium over PG&E for your power
- If you are a net consumer, you enjoy the same discount as non-solar customer
- No contract or PPA required
- Reconcile monthly
- Annual pay-outs
- Indifferent on NEM 1,2 or SBP



Thank you again
for having us here!

Learn more about us.





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

Meeting Date: October 2, 2024

Title: City Council Meeting Minutes

Contact Information: Clarissa Menchaca, City Clerk

Recommendation: Approve the September 18, 2024 City Council Regular Meeting minutes.

Attachments:

[Minutes](#)



LIVE OAK CITY COUNCIL

MINUTES
SEPTEMBER 18, 2024
6:00 PM

MEMBERS OF THE COUNCIL

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

MARK SCOTT,
INTERIM 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 Hernandez at Live Oak City Council Chambers, 9955 Live Oak Boulevard, Live Oak, CA at 6:00 pm.

ROLL CALL

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

PLEDGE OF ALLEGIANCE AND INVOCATION

Councilmember Ghag led the Pledge of Allegiance. Vice Mayor Santana delivered the invocation.

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

There were no corrections and/or changes.

PRESENTATIONS AND RECOGNITIONS

There were no presentations and/or recognitions.

PUBLIC COMMENT

The following member of the public addressed the Council: Eric Santos.

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

CONSENT ITEMS

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

MOTION: APPROVE THE CONSENT AGENDA.
(MOTION: GHAG; SECOND: SANTANA)

VOTE: MOTION PASSED UNANIMOUSLY

1. City Council Meeting Minutes
Clarissa Menchaca, City Clerk
Council action: August 21, 2024, City Council Regular Meeting minutes approved.

2. City Council Meeting Minutes
Clarissa Menchaca, City Clerk
Council action: September 4, 2024, City Council Special Meeting minutes approved.
3. Agreement with E-Center Regarding Lease of City Property at 2569 Apricot Street, Live Oak, California
Luis Cibrian, Parks and Recreation Director
Council action: Lease agreement approved.

BUSINESS ITEMS

4. Resolution Approving a Tax Collection Schedule for Fiscal Year 2024-25 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: GHAG; SECOND: HERNANDEZ)

VOTE: MOTION PASSED UNANIMOUSLY

Reference Resolution No. 24-2024.

DISCUSSION ITEMS

5. Discussion – Update on Fire Department Projects (Fire Training Facility and Equipment Acquisition)
Richard Epperson, Battalion Chief

Richard Epperson, Battalion Chief, provided a report for the Council.

Public Comment was opened and closed without any speakers.

Council action: No action was needed.

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

Mark Scott, Interim City Manager, briefly addressed the comments/concerns made by public commenters Eric Santos and Dale Carlson.

- A. Dog Park Turf/Surface Options

Mark Scott, Interim City Manager, and Luis Cibrian, Parks and Recreation Director, briefly touched on the Dog Park turf/surface options.

COUNCILMEMBER COMMENTS

Councilmember Woten thanked Luis Cibrian, Parks and Recreation Director, for exploring the Dog Park turf/surface options.

Councilmember Chapdelaine highlighted his attendance at the Live Oak Fall Festival and the Sheriff's Office's Community Meeting event.

Councilmember Ghag touched on the West Nile virus cases and the quality of water. Councilmember Ghag asked the meeting to be closed in the memory of Mark's mother Carol A. Scott.

Vice Mayor Santana discussed the quality of water. Vice Mayor Santana asked the meeting to be closed in memory of Mark's mother Carol A. Scott and Bobbi's sister Sandip Rai.

Mayor Hernandez touched on the importance of the water and sewer rate study and highlighted the business growths and improvements within the city.

ADJOURNMENT

Mayor Hernandez adjourned the meeting at 7:16 pm in memory of Mark's mother Carol A. Scott and Bobbi's sister Sandip Rai.

Ashley Hernandez, Mayor

ATTEST:

Clarissa Menchaca, City Clerk



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

Meeting Date: October 2, 2024

Title: City Council Meeting Minutes

Contact Information: Clarissa Menchaca, City Clerk

Recommendation: Approve the September 18, 2024 City Council Special Meeting minutes.

Attachments:

[Minutes](#)



LIVE OAK CITY COUNCIL

SPECIAL MEETING MINUTES SEPTEMBER 18, 2024 7:00 PM

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

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

CALL TO ORDER

Meeting called to order by Mayor Hernandez at Live Oak City Council Chambers, 9955 Live Oak Boulevard, Live Oak, CA at 7:19 pm.

ROLL CALL

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

PUBLIC COMMENT

Public Comment was opened and closed without any speakers.

CLOSED SESSION

1. Public Employee Recruitment: Interim City Manager/City Manager, Pursuant to California Government Code Section 54957(b)

*Clerk's Note: If there is any reportable action, a report will be made at the beginning of the next regular Council meeting.

ADJOURNMENT

Mayor Hernandez adjourned the meeting at 7:20 pm.

Ashley Hernandez, Mayor

ATTEST:

Clarissa Menchaca, City Clerk



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

Meeting Date: October 2, 2024

Title: Filing and Acceptance of AB 1600 (Development Impact Fee) Annual Report

Contact Information: James Ramsey, Finance Director

Background:

Government Code Section 66002 (AB 1600) requires the City to review on an annual basis the status of collected development impact fees. In the event any fees are expended and unencumbered for more than five years, the City may retain the fees if the City Council adopts certain findings which substantiate the need for retaining such funds. If findings are not adopted to support the retention of the funds, the unexpended funds must be returned to the current owners of the subject property.

As of June 30, 2024, the following funds had balances greater than five years:

Community Center \$203,166.09
Public Works \$10,986.83
General Government \$321,247.44
Police \$149,936.53
Fire \$91,192.78
Flood Control \$2,022.03
Total: \$778,551.70

At this time, the City Council can make findings that these uncommitted funds have a specified purpose and that there is a reasonable relationship between the fee and the purpose for which it was charged.

Funds can only be used for new construction / equipment or other enhancement projects and not for regular maintenance or operations.

The funds being accumulated in each of the funds are to be used for projects to serve the City at General Plan build-out. Presently, there are not adequate funds available to commence any of the projects. City staff recommends that the City Council specify that the uncommitted funds in the Community Center Fund, Public Works Fund, General Government Fund, Public Safety Police, Public Safety - Fire Fund, and the Flood Control Fund are to be retained and used for projects noted in the City of Live Oak AB 1600 Fee Update Final Report dated March 2011.

Staff recommends the Council accept the annual report on development impact fees and adopt the aforementioned findings that the funds older than five years noted in this staff report are needed for future projects noted in the City of Live Oak AB 1600 Fee Update Final Report.

Fiscal Impacts:

None.

Recommendation:

1) Accept the annual report on development impact fees; and 2) Adopt findings that funds held longer than five years are needed for future projects.

Attachments:

[AB 1600 Schedule](#)



As of June 30th	Element	Fund Number 30	31	32	33	34	35	36	39	Total
		Parks & Recreation	Community Center	Public Works	General Government	Police	Fire	Roads / Signals	Flood Control	
2017	Balances > 5 years	\$ 38,167.43	\$ 200,486.69	\$ 9,938.64	\$ 327,004.10	\$ 148,321.11	\$ 96,047.72	\$ 558,689.71	\$ 1,913.45	\$ 1,380,568.85
2018	Impact Fee Revenues	3,965.04	881.00	953.00	1,665.32	286.61	4,258.86	13,136.65	-	25,146.48
	Interest Revenues	365.97	1,798.40	95.19	2,916.52	1,328.81	886.20	3,726.22	108.58	11,225.89
	Expenditures	-	-	-	(6,500.00)	-	-	(525,597.25)	-	(532,097.25)
2018	Balances > 5 years	42,498.44	203,166.09	10,986.83	325,085.94	149,936.53	101,192.78	49,955.33	2,022.03	884,843.97
2019	Impact Fee Revenues	-	-	-	-	-	-	-	-	-
	Interest Revenues	771.47	3,688.12	199.45	5,901.81	2,721.84	1,488.56	3,334.06	36.70	18,142.01
	Expenditures	-	-	-	-	-	-	-	-	-
2019	Balances > 5 years	43,269.91	206,854.21	11,186.28	330,987.75	152,658.37	102,681.34	53,289.39	2,058.73	902,985.98
2020	Impact Fee Revenues	112,353.00	27,636.00	20,475.00	35,847.00	19,623.00	54,351.00	105,930.00	-	376,215.00
	Interest Revenues	1,859.51	3,477.64	389.70	5,467.51	2,558.16	2,090.82	1,985.60	31.70	17,860.64
	Miscellaneous Revenues	-	-	-	-	-	1,442.03	-	-	1,442.03
	Expenditures	-	-	-	(946.00)	-	(10,000.00)	-	-	(10,946.00)
	Ending Balance	157,482.42	237,967.85	32,050.98	371,356.26	174,839.53	150,565.19	161,204.99	2,090.43	1,287,557.65
2021	Impact Fee Revenues	201,058.00	49,432.00	36,630.00	64,158.00	35,150.00	97,310.00	173,604.00	-	657,342.00
	Interest Revenues	475.01	201.94	90.27	286.38	145.91	7,191.51	408.31	0.86	8,800.19
	Expenditures	(26,712.40)	-	-	(2,192.50)	-	-	(128,073.28)	-	(156,978.18)
	Ending Balance	332,303.03	287,601.79	68,771.25	433,608.14	210,135.44	255,066.70	207,144.02	2,091.29	1,796,721.66
2022	Impact Fee Revenues	229,204.68	56,346.00	41,835.12	73,487.20	40,105.32	111,062.96	212,546.00	-	764,587.28
	Interest Revenues	(2,706.90)	(1,724.88)	(560.47)	(2,536.70)	(1,254.73)	(1,848.60)	(2,128.70)	(10.41)	(12,771.39)
	Expenditures	(27,925.05)	-	-	(700.00)	-	-	-	-	(28,625.05)
	Ending Balance	530,875.76	342,222.91	110,045.90	503,858.64	248,986.03	364,281.06	417,561.32	2,080.88	2,519,912.50
2023	Impact Fee Revenues	75,222.00	18,501.00	13,713.00	24,003.00	13,146.00	36,393.00	64,932.00	-	245,910.00
	Interest Revenues	8,326.19	5,200.07	2,207.11	7,756.82	3,452.98	5,121.65	6,019.30	223.59	38,307.71
	Expenditures	(14,946.57)	-	-	-	-	-	-	-	(14,946.57)
	Ending Balance	599,477.38	365,923.98	125,966.01	535,618.46	265,585.01	405,795.71	488,512.62	2,304.47	2,789,183.64
2024	Impact Fee Revenues	378.00	-	274.00	482.00	264.00	732.00	16,038.00	-	18,168.00
	Interest Revenues	9,776.95	6,078.93	2,092.62	88,897.98	4,412.04	6,741.30	8,115.43	38.28	126,153.53
	Expenditures	(39,190.57)	-	-	-	-	-	-	-	(39,190.57)
	Ending Balance	\$ 570,441.76	\$ 372,002.91	\$ 128,332.63	\$ 624,998.44	\$ 270,261.05	\$ 413,269.01	\$ 512,666.05	\$ 2,342.75	\$ 2,894,314.60
	Balances remaining > 5 years	\$ -	\$ 203,166.09	\$ 10,986.83	\$ 321,247.44	\$ 149,936.53	\$ 91,192.78	\$ -	\$ 2,022.03	\$ 778,551.70
	Balances remaining < 5 years	570,441.76	168,836.82	117,345.80	303,751.00	120,324.52	322,076.23	512,666.05	320.72	2,010,631.94
		\$ 570,441.76	\$ 372,002.91	\$ 128,332.63	\$ 624,998.44	\$ 270,261.05	\$ 413,269.01	\$ 512,666.05	\$ 2,342.75	\$ 2,789,183.64



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

Meeting Date: October 2, 2024

Title: Dog Park Surface Discussion

Contact Information: Luis Cibrian, Parks and Recreation Director

Location: Dog Park

Background: Staff continues to research options for surfacing of the dog park. An oral report will be presented on October 2.

Recommendation: Provide direction to staff.



City of Live Oak Report to City Council

Meeting Date:	October 2, 2024
Title:	October 16 Council Meeting Date
Contact Information:	Mark Scott, Interim City Manager
Background:	The League of California annual conference and expo is scheduled for October 16-18, 2024. Because several City Councilmembers plan to participate in this important conference, the City Council should discuss whether to skip or reschedule the October 16, 2024, meeting.
Recommendation:	Provide direction to staff on whether to skip or reschedule the October 16, 2024, meeting.



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

Meeting Date: October 2, 2024

Title: Public Employee Recruitment: Interim City Manager/City Manager, Pursuant to California Government Code Section 54957(b)