LIVE OAK
CITY COUNCIL

REGULAR MEETING AGENDA
January 15, 2020
6:00 PM

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

MEMBERS OF THE COUNCIL

BOB WOTEN, MAYOR
LUIS HERNANDEZ, VICE MAYOR
J.R. THIARA, COUNCILMEMBER
ALEKSANDER TICA, COUNCILMEMBER
LAKHVIR GHAG, COUNCILMEMBER

AARON PALMER,
CITY MANAGER

BRANT BORDSEN,
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 Blvd., Live Oak, during normal business hours. Such documents are also available on the City of Live Oak's website at www.liveoakcity.org, subject to staff's availability to post the documents before the meeting.

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

In compliance with the Americans with Disabilities Act, the meeting room is wheelchair accessible and disabled parking is available. If you have a disability and need disability-related modifications or accommodations to participate in this meeting, please contact the City Clerk's office at (530) 695-2112 x107. Requests must be made at least 24 hours in advance.

Call to Order

Roll Call

Pledge of Allegiance and Invocation

Public Comment
Any person wishing to address the City Council on general jurisdiction matters or consent calendar items may do so at this time. Please complete a Speaker Request Form available on the service counter, and submit the completed form to the Clerk prior to speaking before the City Council. If you are commenting on an agenda item, your comments will be heard at the time that item is scheduled for discussion. The City Council adopted a time limit of three 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 December 18, 2019 City Council Regular Meeting minutes.
   (Clarissa Menchaca, City Clerk)
   121819 Minutes

2. Appointment to the Feather River Air Quality Management District
   Recommendation: Approve the appointment of City of Yuba City Councilwoman Grace Espindola to the Feather River Air Quality Management District as the Alternate Member as required by Health and Safety Code section 40152(b).
   (Clarissa Menchaca, City Clerk)
   Letter

3. Reappointment to the Regional Housing Authority (RHA) Board of Commissioners
   Recommendation: Reappoint Suzanne Gallaty to the Regional Housing Authority Board of Commissioners as Tenant Commissioner.
   (Clarissa Menchaca, City Clerk)

   Letter

4. Write-Off of Past Due Water and Sewer Accounts Collections
   Recommendation: Adopt resolution authorizing the write-off of past due water and sewer accounts collections in the amount of $5,022.18.
   (Joe Aguilar, Finance Director)
   Resolution
   Exhibit A

5. Establish a New Salary Range for the Parks and Recreation Director Position
   Recommendation: Adopt resolution establishing a new salary range for the Parks and Recreation Director position.
   (Aaron Palmer, City Manager)
   Resolution

6. Agreement with Interwest Consulting Group for Engineering Services
   Recommendation: Authorize the City Manager and City Attorney to execute a professional services agreement with Interwest Consulting Group in the amount of $240,000 for fiscal year (FY) 2019-20 and $360,000 for FY 2020-21, with amounts for plan check services being contingent upon the receipt and prospective building fees to be collected by the City.
   (Aaron Palmer, City Manager)
   Interwest Consulting Proposal
   Interwest Billing Rates

Discussion Items

7. Annual Audited Financial Statements June 30, 2019
   Recommendation: Receive verbal comment from the City's audit firm and accept annual audited financial statements.
   (Joe Aguilar, Finance Director)
   Audit CAFR
   Audit Communication Letter
   Audit Report Internal Control

8. Update of Well 7A Project
   Recommendation: Give the City Council an update as to the status of the Well 7A Project. No action is required by the City Council.
   (Aaron Palmer, City Manager)
   PowerPoint Presentation
   Baseline

Items Removed from the Consent Agenda for Council Consideration and Action

Updates and Announcements from City Attorney and City Manager

Councilmember Reports/Comments/Requests

Adjournment

City of Live Oak
Report to City Council

Meeting Date:	January 15, 2020
Title:	City Council Meeting Minutes
Contact Information:	(Clarissa Menchaca, City Clerk)
Location:	Citywide
Fiscal Impacts:	None.
Recommendation:	Approve the December 18, 2019 City Council Regular Meeting minutes.

Attachments:

121819 Minutes

Live Oak City Council
Regular Meeting Minutes
December 18, 2019
6:00 PM

Call to Order

Meeting called to order by Mayor Woten at Live Oak City Council Chambers, 9955 Live Oak Boulevard, Live Oak, CA at 6:08 pm.

Roll Call

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

Pledge of Allegiance and Invocation

Councilmember Tica led the Pledge of Allegiance. Pastor Rick Howeth from The Father's House delivered the invocation.

Presentations

Mayor Woten recognized Cooper Cabrera for his service to the City of Live Oak.

Public Comment

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

Corrections and/or Changes to the Agenda

The City Manager requested that Item 6 entitled "*Reappointment of Council Member Ghag to the Sutter-Yuba Mosquito & Vector Control District Board"* be added to the agenda.

MOTION: ADD ITEM 6 TO THE AGENDA.
(MOTION: THIARA; SECOND: TICA)

VOTE: MOTION PASSED UNANIMOUSLY

Consent Items

MOTION: APPROVE THE CONSENT AGENDA, WITH THE EXCEPTION OF ITEM 2 AND ITEM 3 WHICH WERE PULLED FOR FURTHER DISCUSSION.
(MOTION: TICA; SECOND: GHAG)

VOTE: MOTION PASSED UNANIMOUSLY

1. City Council Meeting Minutes
   Council action: Approved the December 4, 2019 City Council Regular Meeting minutes.
   Contact: Clarissa Menchaca, City Clerk

2. AB 1600 Development Fee Annual Reporting

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

3. Quarterly City Projects Report

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

4. Resolution Authorizing the County of Yuba to Submit to the California Department of Resources Recycling and Recover (CalRecycle) a Collaborative Application for Waste Tire Enforcement Grant, FY 2019-20 on Its Behalf
   Council action: Adopted resolution authorizing the County of Yuba to submit to CalRecycle a collaborative application for Waste Tire Enforcement Grant, FY 2019-20 on its behalf.
   Contact: Alison Schmidt, Management Analyst

Items Removed from the Consent Agenda for Council Consideration and Action

2. AB 1600 Development Fee Annual Reporting
   Contact: Joe Aguilar, Finance Director

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

   MOTION: 1) MAKE FINDINGS THAT FUNDS HELD IN VARIOUS FUNDS OLDER THAN FIVE YEARS ARE NOT SUFFICIENT TO BEGIN PROJECTS; AND 2) ACCEPT AND FILE THE FY 2018-19 ANNUAL REPORT.
   (MOTION: GHAG; SECOND: TICA)

   VOTE: MOTION PASSED UNANIMOUSLY

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3. Quarterly City Projects Report
Contact: Alison Schmidt, Management Analyst

Aaron Palmer, City Manager, addressed questions from the Council.

Council action: Tabled this item to a future meeting.

Business Items

5. Leasing of the Depot Building to the Lion's Club
Contact: Aaron Palmer, City Manager

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

The following member of the public addressed the Council: Noel Grove.

MOTION: APPROVE THE PROPOSED FIVE-YEAR LEASE AGREEMENT WITH A FIVE YEAR EXTENSION BUILT INTO IT, 90 DAYS NOTICE FOR TERMINATION OF LEASE, AND ALL MATERIAL FOR THE REBUILT OF THE DECK BE PAID BY THE CITY.
(MOTION: GHAG; SECOND: HERNANDEZ)

VOTE: MOTION PASSED UNANIMOUSLY

MOTION: ADD CLAUSE TO THE LEASE AGREEMENT THAT THE COST TO THE LION'S CLUB FOR THE TIME OF IMPROVEMENT THEY SPEND INTERNALLY WITHIN THE FIRST 6 MONTHS OF WORK DONE THAT THE TOTAL AMOUNT BE PROVIDED TO THE CITY AS A RECORD OF COST AND THE CITY AMORTIZE THAT COST OVER THE FIVE-YEAR PERIOD OF THE LEASE AND SUCH THAT SHOULD THE LEASE GET TERMINATED EARLY THE LION'S CLUB GET REIMBURSED THE DECLINING BALANCE.
(MOTION: THIARA; SECOND: TICA)

VOTE: MOTION PASSED UNANIMOUSLY

6. Reappointment of Council Member Ghag to the Sutter-Yuba Mosquito & Vector Control District Board
Contact: Aaron Palmer, City Manager

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

MOTION: REAPPOINT COUNCIL MEMBER GHAG TO THE SUTTER-YUBA MOSQUITO & VECTOR CONTROL DISTRICT BOARD, WITH A TERM ENDING DECEMBER 31, 2023.
(MOTION: HERNANDEZ; SECOND: THIARA)

VOTE: MOTION PASSED UNANIMOUSLY

7

Updates and Announcements (City Attorney, City Manager)

Aaron Palmer, City Manager, announced that City Hall will be closed for the holidays from December 23, 2019 through January 1, 2020. Mr. Palmer highlighted his attendance at the Small Town Holiday Celebration and Breakfast with Santa. Lastly, Mr. Palmer announced that the Water Main Project is complete.

Councilmember Reports / Comments / Requests

Vice Mayor Hernandez highlighted his attendance at the Small Town Holiday Celebration. Mr. Hernandez requested the City Attorney, Brant Bordsen, create a memo for the Council regarding social media and the Brown Act. Additionally, Mr. Hernandez discussed his concern with the trenches on Highway 99. Lastly, Mr. Hernandez inquired about the outcome of the Board of Supervisors meeting regarding the Live Oak water main expansion.

Councilmember Tica discussed his attendance at the Sutter Yuba Homeless Consortium meeting and the Sacramento Area Council of Governments meeting. Mr. Tica further highlighted his attendance at the Small Town Holiday Celebration, Breakfast with Santa, and Wreaths Across America.

Councilmember Thiara highlighted his attendance at the Small Town Holiday Celebration.

Mayor Woten reported on his attendance at the Small Town Holiday Celebration and Breakfast with Santa. Mr. Woten discussed his attendance at the Regional Housing Authority Board of Commissioners meeting.

Councilmember Ghag highlighted his attendance at the Sutter Butte Flood Control Agency meeting, the Feather River Air Quality Management District meeting, and the Sutter-Yuba Mosquito & Vector Control District Board meeting. Furthermore, Mr. Ghag highlighted his attendance at the following: Breakfast with Santa at the Yuba City Fairgrounds, Breakfast with Santa at the Veteran's Memorial Hall, Breakfast with Santa in Live Oak, and the Small Town Holiday Celebration.

Adjournment

Adjourned the meeting at 7:20 pm.

_____
Bob Woten, Mayor

ATTEST:

_____
Clarissa Menchaca, City Clerk

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City of Live Oak
Report to City Council

Meeting Date:	January 15, 2020
Title:	Appointment to the Feather River Air Quality Management District
Contact Information:	(Clarissa Menchaca, City Clerk)
Location:	Citywide
Background:	In accordance with the Agreement for Composition of the Feather River Air Quality Management District Board of Directors, the City of Marysville City Council and the City of Yuba City Council have appointed City of Yuba City Councilwoman Grace Espindola as the Alternate Member. The Health and Safety Code section 40152(b) states the members and their composition shall be determined jointly by the counties and cities within the district. These appointments require the approval of the Live Oak City Council.
Fiscal Impacts:	None.
Recommendation:	Approve the appointment of City of Yuba City Councilwoman Grace Espindola to the Feather River Air Quality Management District as the Alternate Member as required by Health and Safety Code section 40152(b).

Attachments:

Letter

Serving Sutter and Yuba Counties

541 Washington Ave
Yuba City, CA 95991
(530) **634-7659**
FAX (530) **634-7660**
www.fraqmd.org

Christopher D. Brown, AICP
Air Pollution Control Officer

January 6, 2020

Clarissa Menchaca – City Clerk
City of Live Oak
9955 Live Oak Blvd.
Live Oak, CA 95953

RE: Approval of City Council appointment

Dear Ms. Menchaca;

In accordance with the Agreement for Composition of the Feather River AQMD Board of Directors, the City of Marysville City Council and the City of Yuba City Council have made the following new appointments listed below.

The Health and Safety Code section 40152 (b) states the members and their composition shall be determined jointly by the counties and cities within the district. These appointments require the approval of the Live Oak City Council.

Directors:

Councilwoman Grace Espindola – Alternate (City of Yuba City)

Please approve the appointment at your earliest convenience and notify the District when the action is taken.

If you have any questions, please contact me at (530) 634-7659 x204.

Sincerely,

Lu Ann McKenzie
Administrative Services Officer

City of Live Oak
Report to City Council

Meeting Date:	January 15, 2020
Title:	Reappointment to the Regional Housing Authority (RHA) Board of Commissioners
Contact Information:	(Clarissa Menchaca, City Clerk)
Location:	Citywide
Background:	Pursuant to the RHA bylaws, one tenant commissioner of the RHA shall be appointed jointly by the governing bodies of the Cities of Live Oak, Colusa, and Yuba City and the Board of Supervisors of the Counties of Sutter, Yuba, Colusa, and Nevada upon the recommendation of the RHA Board of Commissioner. At the December 18, 2019 meeting of the RHA Board of Commissioners, it was approved to recommend Suzanne Gallaty for reappointment as the Tenant Commissioner. The RHA requests the Live Oak City Council reappoint Suzanne Gallaty as the Tenant Commissioner.
Fiscal Impacts:	None.
Recommendation:	Reappoint Suzanne Gallaty to the Regional Housing Authority Board of Commissioners as Tenant Commissioner.

Attachments:

Letter

REGIONAL HOUSING AUTHORITY
Serving the Cities of Live Oak, Yuba City and Colusa • Counties of Sutter, Nevada, Colusa and Yuba

1455 Butte House Road • Yuba City, CA 95993
Phone: (530) 671-0220 • Toll Free: (888) 671-0220 • TTY: (866) 735-2929 • Fax: (530) 673-0775
www.RegionalHA.org

January 8, 2020

City Council
City of Live Oak
9955 Live Oak Blvd.
Live Oak, CA 95953

RE: Tenant Commissioner Appointment

As per the Bylaws "The Board shall be composed of two Commissioners appointed by the Governing Body of the City of Yuba City; two Commissioners appointed by the Governing Body of the City of Live Oak; two Commissioners appointed by the Governing Body of the City of Colusa; two Commissioners appointed by the Sutter County Board of Supervisors; two Commissioners appointed by the Nevada County Board of Supervisors; two Commissioners appointed by the Yuba County Board of Supervisors; two Commissioners appointed by the Colusa County Board of Supervisors; and except as otherwise provided in section 34246.5 of the California Health & Safety Code, one Tenant Commissioner of the Housing Authority as appointed jointly by the Governing Bodies of the Cities of Live Oak, Colusa and Yuba City and the Board of Supervisors of the Counties of Sutter, Yuba, Colusa and Nevada upon the recommendation of the Housing Authority Board of Commissioners. The Member Governing Bodies shall notify the Secretary of the Housing Authority, in writing, of all appointments."

At the December 18, 2019 meeting of the Regional Housing Authority (RHA) Board of Commissioners meeting it was approved to recommend Suzanne Gallaty to be re-appointed to the Tenant Commissioner position.

The Regional Housing Authority requests the City of Live Oak City Council appoint Suzanne Gallaty as Tenant Commissioner pursuant to the Bylaws and the Agreement Creating the Regional Housing Authority.

Sincerely,

for Gustavo Becerra
Executive Director

Regional Housing Authority is an equal opportunity employer and housing provider

City of Live Oak
Report to City Council

Meeting Date:	January 15, 2020
Title:	Write-Off of Past Due Water and Sewer Accounts Collections
Contact Information:	(Joe Aguilar, Finance Director)
Location:	Citywide
Fiscal Impacts:	Possible future collection of this loss write-off via the lien list for FY 2020-21.
Recommendation:	Adopt resolution authorizing the write-off of past due water and sewer accounts collections in the amount of $5,022.18.

Attachments:

Resolution
Exhibit A

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 $5,022.18.

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 billing; 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, 2019 and is made a part of this resolution.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Live Oak authorizes the Finance Director to write off as collection losses the account receivables listed on Exhibit A totaling $5,022.18.

ADOPTED, SIGNED AND ORDERED this 15th day of January, 2020, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

APPROVED:

_____
Bob Woten, Mayor

I, the undersigned City Clerk, do hereby certify that the foregoing resolution was duly and regularly adopted by the City Council of the City of Live Oak at a regular meeting thereof held on January 15, 2020 by the vote set forth above, a majority of the members of the City Council being present.

ATTEST:

_____
Clarissa Menchaca, City Clerk

EXHIBIT A

ACCOUNT	NAME	SERVICE ADDRESS	TOTAL
01-0630-00	GABRIELLE BROTHERS	2473 DATE STREET	367.23
01-0690-13	MICHAEL HILL	2471 ARCHER AVENUE	177.34
01-1960-00	GERALD TAYLOR	2262 FIR STREET	366.68
01-2540-06	MUHAMMAD CHAUDHARY	9581 K STREET	160.24
01-2840-05	NICOLE BREWSTER	2425 GUM STREEET	92.23
01-3180-10	VIRGIL GEMMELI	2435 BIRCH STREET	361.61
02-1160-05	MARIA RAMIREZ	10377 ORCHARD WAY	129.71
02-1390-00	JULIA GROOM	10331 ORCHARD WAY	356.15
03-2680-00	JASWINDER & SURINDER PHAGURA	10243 MKI CIRCLE	95.86
03-2910-06	MARIBEL MERCADO	2915 KOLA STREET	230.41
04-2920-12	ENRIQUE FLORES	9959 O STREET	1,576.30
04-3180-18	CATHLEEN BARRY SASAKI	3148 PENNINGTON ROAD	171.71
04-3580-01	MARTINA RANGEL	9825 P STREET	88.21
04-4710-06	HUNTER LAYTON	9649 POPLAR COURT	43.07
04-5700-02	LISA SLATTERY	9924 ELLIS WAY	86.35
04-7060-05	WENDI RADOSTA	9271 DEON COURT	298.23
04-8676-08	DILLON HOVDA	3463 CROFT WAY	205.51
04-8883-01	SUSAN & RANDALL HART	3366 APRICOT STREET	92.77
04-9540-03	JASON KAILIHIWA	9750 RICHMOND WAY	34.02
04-9654-02	MICHAEL & LORALYN HANSEN	9787 SAVOY WAY	88.55
		TOTAL	$5,022.18

City of Live Oak
Report to City Council

Meeting Date:	January 15, 2020
Title:	Establish a New Salary Range for the Parks and Recreation Director Position
Contact Information:	(Aaron Palmer, City Manager)
Location:	Citywide
Background:	As the new City Manager reviewed the City's current, approved Classification and Compensation it was discovered that the Parks and Recreation Director's salary is not on par with the other approved Department Head salary range.
Analysis:	For recruitment and retention of employees, it is important to have an updated Classification and Compensation plan. After reviewing the currently adopted salary schedule, there is some inequality between the Department Head salaries. While two positions have the same salary range, the Parks and Recreation Director position has a salary range that is 61% below that of the other two established Department Head salary ranges. Currently, the Parks and Recreation Director salary range is $41,644.39 to $63,332.01 per year. The other two, approved, Department Head positions (Public Works Director and Community Development Director) have a salary range of $66,971.22 to $101,854.85 per year. In order to keep parity between Department Heads, it is necessary to adjust the salary range for the Parks and Recreation Director to $66,971.22 to $101,854.85 per year. The City Manager is recommending this change to ensure that equality and parity exist so that employees can be retained.
Fiscal Impacts:	None at this time. If a future salary adjustment is made, a budget adjustment will be presented to the City Council for approval.
Recommendation:	Adopt resolution establishing a new salary range for the Parks and Recreation Director position.

Attachments:

Resolution

Resolution No.

RESOLUTION OF THE CITY OF LIVE OAK, CALIFORNIA AUTHORIZING THE ESTABLISH OF A NEW SALARY RANGE FOR THE POSITION OF PARKS AND RECREATION DIRECTOR

WHEREAS, the City of Live Oak has an established classification and compensation system; and

WHEREAS, within the classification and compensation system the Parks and Recreation Director salary range is not equal with the other Department Head salary range; and

WHEREAS, in order to establish parity and equality among all Department Head positions; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Live Oak hereby establishes the salary range of the Parks and Recreation Director equal to the other approved Department Head salary range. That salary range being a minimum of $66,971.22 per year to a maximum of $101,854.85 per year.

PASSED AND ADOPTED by the City Council of the City of Live Oak this 15th day of January 2020, by the following vote:

AYES:
NOES:
ABSENT:
NOT VOTING:

APPROVED:

_____
Bob Woten, Mayor

ATTEST:

_____
Clarissa Menchaca, City Clerk

LIVE OAK
CALIFORNIA

City of Live Oak
Report to City Council

Meeting Date: January 15, 2020

Title: Agreement with Interwest Consulting Group for Engineering Services

Contact Information: (Aaron Palmer, City Manager)

Location: Citywide

Background: For the past several years the City has utilized Interwest Consulting Group for plan check and building plan services. At this time, the City needs to update this service arrangement to process prospective plan check and building plan review services. With the expectation of permits to be pulled by the Garden Glen housing subdivision, the volume of services will be increasing significantly.

Furthermore, the City has significant need for additional engineering services surrounding pending capital project and street maintenance. The existing City Engineer will continue to oversee the Highway 99 project and related street improvement affecting the highway. The services provided by Rolls and Rolls Engineering will continue in its current focus and new services from Interwest Consulting Group will augment current hours provided by the City Engineer's firm. We do not expect any reduction in hours provided by Rolls and Rolls Engineering over the next three years.

The City needs engineering guidance and management services over several capital projects including the completion of Well 7, the P Street lift station, start-up and completion of Well 8, start-up and completion of the east-side water storage tank, major street maintenance projects, and other City capital projects. Funding for the notes items are in place from existing resources and approved grants. Other than plan check services, there is no need to increase the budget for these services at this time.

Fiscal Impacts: General engineering expenses will come from existing budget appropriations for capital projects and existing operating budgets in the General Fund, Streets and Road, Water ans Sewer Funds.

Plan check and building plan services will be contingent upon receiving building fees from prospective development including the Garden Glen housing subdivision.

Recommendation: Authorize the City Manager and City Attorney to execute a professional services agreement with Interwest Consulting Group in the amount of $240,000 for fiscal year (FY) 2019-20 and $360,000 for FY 2020-21, with amounts for plan check services being contingent upon the receipt and prospective building fees to be collected by the City.

Attachments:

Interwest Consulting Proposal
Interwest Billing Rates

September 25, 2019

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

Re: Statement of Qualifications for General Services

Hi Aaron,

Based on a recent discussion with Joe Aguilar, we are pleased to present this Statement of Qualifications for variety of support in the engineering and related services area. In the following pages, we have provided a high-level overview of the primary service areas in which we can assist the City. We look forward to the opportunity to discuss with you in more detail how we can best serve your needs.

Interwest is large enough – over 400 employees – to serve your Engineering needs, yet small enough to ensure that we maintain focus and are responsive to the needs of the City. We serve more than 200 cities, counties and state agencies throughout California, and our proposed staff have experience serving cities in this area. Our goal is to provide resources and expertise during times of increased workload, and then fade into the background as workload recedes.

We possess the depth of experience and skills necessary to work with the existing City staff to successfully achieve established goals and we realize that the City has several capital improvement projects that require immediate attention. Our approach will be to:

- Provide all services in a coordinated, timely, cost-effective & transparent manner;
- Provide a high level of customer service for internal and external stakeholders; and
- Balance the need to ensure conformance to standards and regulations with the need for flexibility and creatively.

We appreciate this opportunity to present our qualifications to the City of Live Oak. Please contact us if you have questions or concerns.

Sincerely,

Terry Rodrigue
Chief Executive Officer

Enclosure: Statement of Qualifications and Rate Sheet

9300 W. Stockton Blvd., Suite 105 ● Elk Grove, CA 95758 ● tel. 916.683.3340 ● www.interwestgrp.com

SEPTEMBER 2019

STATEMENT OF QUALIFICATIONS

Professional Consulting Services



Interwest Consulting Group

9300 W. Stockton Blvd., Suite 105
Elk Grove, CA 95758
916.683.3340 Office
303.549.7776 Mobile
www.interwestgrp.com

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Overview of Experience

COMPANY INFORMATION

The seamless integration of municipal service professionals in support of public agencies has been our purpose since Interwest Consulting Group formed in 2002. Interwest was founded by individuals with a passion for serving municipalities. We currently employ more than 400 employees spanning a multitude of disciplines within city engineering, public works, and building and safety departments in California, Colorado, Nevada, and Arizona. We currently serve more than 200 cities, counties and state agencies.

We provide the following services to our clients:

- Municipal Engineering
- Planning and Urban Design
- Traffic Engineering
- Transportation Program Management / Funding
- Grant Administration
- Construction Management
- Construction Inspection
- Building Safety
- Real Estate and Right-of-Way
- Information Technology (IT)
- Geographic Information Systems (GIS)
- Emergency Management
- Organization and Leadership Development

Our staff has held senior and executive management positions within numerous California cities including the titles of City Engineer, Public Works Director, Building Official, Traffic Engineer and other well-seasoned management personnel. This depth of experience brings a high level of expertise and sensitivity towards community and special interest group issues. We value the importance of a focus that represents the interests of our public agency clients and reflects positively on the citizens they serve.

Collectively, our professionals have programmed and delivered projects, and developed and implemented innovative programs and public policies recognized by the American Public Works Association, California Transportation Foundation, Solid Waste Association of North America, State of California Office of Traffic Safety, American Planning Association, and been awarded with the Leadership in Energy and Environmental Design (LEED) Award. We furnish both technical excellence and a thorough understanding of the regulatory process to assist our clients through the sometimes-daunting complexities associated with the delivery of projects, implementation of important public programs, and adoption of significant public policy.

RESOURCE LOCATIONS

Our convenient locations and responsive staff help you get what you want, when you need it.

NORTHERN CALIFORNIA

9300 W. Stockton Blvd., Suite 105
Elk Grove, CA 95758
916.683.3340 Phone

1613 Santa Clara Drive, Suite 100
Roseville, CA 95661
916.781.6600 Phone

521 Capitol Street
Vallejo, CA 94590
925.462.1114 Phone

CENTRAL CALIFORNIA

1171 West Shaw Ave., Suite 102
Fresno, CA 93711
559.448.9839 Phone

1111 J Street, Suite M-109
Modesto, CA 95354
209.222.6982 Phone

NEVADA

4815 W. Russell Road, Suite 11K
Las Vegas, NV 89118
702.476.2200 Phone

COLORADO

P.O. Box 18330
Boulder, CO 80308
303.444.0524 Phone

1218 Ash Street, Suite A
Windsor, CO 80550
970.674.3300 Phone

SOUTHERN CALIFORNIA

19681 Da Vinci
Foothill Ranch, CA 92610
949.299.5300 Phone

15140 Transistor Lane
Huntington Beach, CA 92649
714.899.9039 Phone

4401 Atlantic Avenue, Suite 234
Long Beach, CA 90807
562.206.0457 Phone

1500 S. Haven Ave., Suite 220
Ontario, CA 91761
909.295.3142 Phone

431 S. Palm Canyon Drive, Suite 200
Palm Springs, CA 92262
760.417.4329 Phone

316 Tejon Place
Palos Verdes Estates, CA 90274
714.899.9039 Phone

24 South D Street, Suite 100
Perris, CA 92570
951.943.6504 Phone

9519 Chamberlain Street
Ventura, CA 93004
805.659.0017 Phone

AFFILIATIONS

Education and certification are at the very core of our company. We support and encourage staff to participate in and contribute to the many associations important to the industry, knowing that technical excellence and proficiency is vital to public service. Attending specialized training classes, seminars and industry-related conferences is part of our dedication to the industry. Many of our staff holds or have held key positions within the groups listed below:

- League of California Cities
- California Association of Building Officials
- County Building Officials of California
- ICC Chapters of: Los Angeles Basin, Coachella, Orange Empire, Citrus Belt, Foothill, East Bay, Peninsula, Sacramento Valley, Shasta Cascade
- American Public Works Association
- International Code Council
- Institute of Transportation Engineers
- California Water Environment Assoc.
- California Stormwater Quality Assoc.
- City Engineer's Association of Orange County
- SEAOSC

Services

Interwest can assemble and entire team or assign a single individual to best support the needs of the client. Our staff is well-versed in the operations and processes needed to effectively run and implement programs that are timely, efficient and cost effective. What follows is an *overview* of services we can provide; specific services will be tailored to the needs and objectives of the client.

MUNICIPAL ENGINEERING

Design

Interwest has provided civil engineering services for local agencies from conceptual design planning through construction phase. This cradle to grave model has provided invaluable insights and elements of design which result in successful plans, specifications and estimates. Project Designs have incorporated management of sub-consultants' designs, grant funding compliance, easements and/or rights-of-way to design, environmental and other permitting requirements as necessary for the project. Interwest has delivered project designs with specifications, plans and estimates for:

- Accessibility improvements including curb ramps and sidewalk
- Roadway widening, frontage, and sidewalk improvements
- Asphalt concrete overlay and rehabilitation/reconstruction of roadways
- Slurry Seals/Micro-Surfacing, Cape Seals, Rubberized Seal Projects
- Drainage Improvements
- Traffic calming improvements

Interwest is very familiar with engineering standards and specifications used throughout the state, such as APWA Standards and Specification; Caltrans Standard Plans and Specification; Caltrans Highway Design Manual; and California Manual of Uniform Traffic Control Devices.

Development Plan Review

Interwest has the collective, diverse team of people and experience to perform a full range of Engineering Plan Check. More importantly, we possess the knowledge and skills necessary to effectively integrate the necessary engineering services with the client's staff to create a design plan check process that is coordinated, consistent, and predictable.

We view our role and mission as facilitating the efficient delivery of high quality design plan check projects by:

- Taking a partnering versus regulatory approach
- Balancing the need to ensure conformance to standards and regulations with the need for predictability, uniformity, and efficiency
- Having a goal of "no surprises" for the applicant and the client

- Creating an internal team which provides a seamless design plan review process to prevent unintentional “games of gotcha” for project applicants.

All plan reviews will be evaluated by the project manager for quality control of the plan review, the level and quality of comments from the review, consistency with similar reviews, the avoidance of late hits or “gotcha” comments, the evaluation of the design professional’s submittal and whether they are addressing prior comments or have justifiable reasoning in their designs that may allow leniency from standards. The project manager will meet with the design professional and their client if prior comments are not being addressed. We have found this will get the process back on track or provide the project owner/client with a more realistic schedule based on their design professionals’ actions.

The discussion above describes Interwest Consulting Group’s philosophy and approach of “how” we do our work. A typical scenario for “what” we do related to the review and processing of final maps, landscape plans, improvement plans, hydrology and hydraulics calculations and plans, and traffic engineering and operations plans and reports, follows:

- Provide plan reviews for final maps, improvement and landscape plans. Review includes evaluation of required reports, studies, grading and improvement plans, and design professional’s recommendations. Each plan review is assigned to a design plan reviewer with oversight of the project manager. The assigned design plan reviewer will be committed to the project and will furnish all subsequent submittal reviews for the project. This maintains a consistent review and avoids “late hit” comments.
- Each plan review will be accompanied with a letter summarizing the red-line comments. This letter will be addressed directly to the applicant’s engineer or landscape architect, with a copy to client staff and the applicant. A complete red-lined set of drawings and any reports will be returned to the design professional for use in their corrections.
- The Project Manager will meet with the Design Professional and client staff to review comments or to delineate the standards which are not being met to assist in the timely completion of the review and meeting the maximum goal of two plan reviews. If necessary, the third review will confirm that all previous comments have been addressed. This meeting can take place in the Design Engineer’s office, if desired so that minor comments/discrepancies can be immediately addressed and the improvement plans and reports can be deemed technically correct and submitted for signature approvals.
- We will meet with other client staff and outside agencies, as needed, to review their progress and/or their comments.
- Interwest can provide structural engineers to assist in any structural reviews, for any of the assigned projects. We can provide these reviews concurrently with the improvement plan reviews and within the stated timeframes.
- Map checking will be overseen by professional engineer’s licensed to practice land surveying or by licensed Land Surveyors.
- Engineering review of grading permit/applications is highly dependent upon the complexity and location of the proposed grading. A single lot entitled commercial grading permit

application will be reviewed differently from a hillside lot or subdivision, or a project adjacent to a drainage corridor.

- Soils reports will be evaluated and confirmation of recommendations will be included on the plans. Boundary conditions will be evaluated to maintain continuity with surrounding properties and maintain existing drainage patterns.
- Construction erosion control and post construction water quality control will be reviewed for compliance with the storm water quality management permit in effect

Stormwater



We cooperate with local agency partners to create and implement storm water quality compliance guidelines as mandated by the Regional Water Quality Control Board National Pollution Discharge Elimination System (NPDES) permit requirements – specifically, the Regional Boards' latest MS4 permit for the client.

Our staff provides technical guidance to the Plan Check and entitlement groups and development community by providing interpretation of Regional Water Quality Control Board permit requirements and associated water quality compliance guidelines. We will also conduct public outreach campaigns as required by NPDES permit to make public aware of critical water quality issues. Interwest will assist in providing technical and material support to upper management and in-house staff regarding complex hydraulic and hydrological related issues. We will also review development plans to ensure that plans submitted by private developers are in compliance with drainage and floodplain management policies by conforming to local agency standards, drainage ordinances, and floodplain development policies.

The Interwest Drainage Team will also support the client in implementing the requirements of the client's MS4 Permit. This includes:

- Performing field inspections to ensure compliance with the MS4 permit
- Permitting Best Management Practice (BMP) compliance for private storm water quality filtration devices
- Compiling and filing all relevant documentation related to all permits, including required annual reports to the State Development of Storm Water Quality Implementation Plan

PLANNING AND URBAN DESIGN

Interwest planners have substantial experience at all levels—assistant, associate, senior, principal, and director—providing review and analysis services for developments of all types, from simple use permits to complex and controversial development proposals. Our staff is familiar with the entire process, from project intake and project review to California Environmental Quality Act (CEQA) analysis and the preparation of effective and informative staff reports and presentations. Our staff has extensive experience in processing current planning projects with very short timeframe. One of these projects is for the development of Costco for the City of Eastvale, which Costco informed the City of Eastvale that the review process was the fastest ever for a Costco store, exceeding their expectations.

Our staff also has extensive experience in the field of advanced planning, having prepared General Plans, Specific Plans, Zoning Codes, and other documents for cities and counties throughout California and the Western US. We have the ability to manage multiple projects and competing priorities while maintaining quality, meeting schedules and staying within budget. We believe our commitment to public agencies and our extensive experience make us uniquely qualified.

Detailed Planning Services to our public agency clients typically include analyzing projects for compliance with the jurisdiction's General Plan, Zoning Ordinance, Subdivision Map Act, Design Review criteria, and other applicable plans and policies. Working closely with agency staff, we will review all projects within any applicable processing deadlines (such as the Permit Streamlining Act).

Our work on projects will include:

- Visiting project sites to familiarize ourselves with the site and vicinity. We will take photographs, video (and, if desired, aerial photos and videos) for use in staff reports and presentations.
- Meeting with developers/applicants, engineers, property owners, contractors and other individuals to discuss, advise, explain procedures and suggest improvements regarding projects, pre-applications, development applications, feasibility analyses, conceptual development plans and code interpretations.
- Coordinating with City staff in Planning and other departments to collect information and comments and to discuss project issues.
- Compiling and analyzing data on economic, social, environmental, and physical factors affecting land use, and consider whether long-range planning initiatives underway may impact development applications.
- Writing staff reports to the Planning Commission and City Council, including all accompanying resolutions, ordinances, and conditions of approval,
- Preparing PowerPoint presentations and giving oral presentations to the Planning Commission and City Council.
- Attending public hearings and community meetings as necessary.
- Coordinating with on-call consultants for CEQA compliance.

- Coordinating implementation of development applications during the construction phase to ensure compliance with approval conditions and mitigation measures.
- Following project approval, performing field checks of projects during construction (to verify compliance with mitigation measures, project plans, and conditions of approval), reporting the results of this work in written and oral forms.
- Answering by telephone or email inquiries regarding development applications. We strive to respond to all emails and phone calls the same business day, and maintain constant availability via cell phone and mobile devices.
- Facilitate special projects or assist staff with long-range planning initiatives.

As we do in all of our assignments, we will develop and maintain good working relationships with Planning Department staff, other City departments and divisions, other jurisdictions, and the public.

When required, we will be present at City Hall to meet with staff, applicants, etc. regarding project status and updates.

We offer the following additional services:

- Code Enforcement – As directed, work with the Client's Code Enforcement Officer to interpret planning-related codes, help prepare updated code enforcement regulations, etc.
- Public Outreach – Provide assistance with public outreach related to planning and other agency functions, including developing written materials, presentations, website content, video/audio presentations, outreach strategies, etc.

Quality Control/Quality Assurance

The following are details on how we will ensure quality in our performance of services to the client:

Quality Control – General

Internal work product within the City's Planning Department—staff reports, correspondence, project analysis findings, conditions of approval, and resolutions, and other related documents—will be developed for final review by City staff. On occasion, as deemed necessary by the manager, reports or other documents may be forwarded to other senior staff members for comment or review. The objective is to have all work product generated by the Planning Department reviewed and edited prior to being made available publicly.

As needed, Interwest Planning staff will coordinate with the City Manager and City Attorney to have staff reports and other documents reviewed and approved before being circulated to the City Council, Planning Commission, other agencies, or the public.

Planning Document Quality Control

Interwest strives to provide legally adequate and readable planning documents that meet the client's needs. In order to ensure document quality, the following steps of quality check are conducted:

- Technical sections of deliverable work product are reviewed by senior staff for technical accuracy and completeness.

After technical sections are approved by senior staff, they are reviewed by the project planner to ensure that the document correctly reflects the specifics of the project and the policies and preferences of the client, as well as compliance with the scope of work.

TRAFFIC ENGINEERING

Our staff can perform a variety of traffic engineering services. We will tailor our services based on the needs of the client. Tasks assigned may include:

- Prepare grant applications for funding from federal, state, and regional agencies for traffic safety studies and improvements.
- Be responsive to coordinate with and address School Zone traffic concerns.
- Provide private and public development plan review and respond to inquiries and questions relating to traffic engineering development matters.
- Analyze problems, identify alternative solutions, project consequences of proposed actions, and implement recommendations in support of goals related to local traffic operations.
- Assist construction inspectors in the interpretation of plans, specifications and other contract documents for assigned projects.
- Provide information to the public; respond to and resolves citizen inquiries and complaints related to the traffic engineering functions
- Support public involvement and community outreach for selected traffic and transportation projects. Tasks may include: attendance and participation in public meetings, creation of various education and outreach materials such as project flyers, PowerPoint presentations, etc.
- Develop temporary traffic control and detour plans for construction projects and special events
- Traffic signal design preparation
- Prepare traffic calming plans to include physical design modifications, sign plan and markings
- Review traffic signal timing plans and collision data for intersections, and provide recommended adjustments
- Prepare small-scale pavement marking, signage and delineation plans
- Investigate traffic issues including site observation, collision analysis and recommendation
- Prepare traffic engineering work orders
- Provide detailed traffic engineering design services
- Assist in preparing requests for proposals and grant applications
- Attend, participate in and/or facilitate meetings and workshops on behalf of the client
- Assist in the development of relevant policies

TRANSPORTATION PROGRAM MANAGEMENT | FUNDING

We have direct experience working with Transportation Commission and Councils of Governments. We work closely with regional agencies to ensure planning projects that meet their needs, while being sensitive to the concerns of the member agencies and the general public. We thoroughly understand the importance of community participation and collaborative relationships with member agencies of a Council of Governments.

As part of our Capital Program delivery, we provide federal/state project delivery and monitoring, and have a depth of experience when it comes to federally funding compliance and the ability to work with Caltrans Local Assistance staff. Our engineers are highly versed in the Caltrans LAPM and procedures. Interwest has extensive experience preparing Requests for Authorizations for all project phases, Preliminary PES reports, ROW Utility Authorizations, Reimbursement invoices, and Final Report of Expenditures through Caltrans Local Assistance for every phase of a capital project. We have processed millions of dollars in federal invoice reimbursements for various federal funds including CMAQ, STIP, TE, RSTP, HBP, and Safe Routes to School. It is this in-depth knowledge that enables Interwest to make recommendations on when to "push back" on some Caltrans staff direction which we believe is not consistent with past practices or the LAPM. Interwest delivers these services by:

- Understanding and Recommending FTIP Amendments for project planning and delivery.
- Tracking and Planning Project financial funding to ensure delivery and budgets are met.
- Pro-active approach by identifying and strategizing funding and planning opportunities for project delivery.
- Fostering collaborative relationships with state/federal agencies and to determine programming eligibility. We employ conflict resolution, negotiation, and communication skills to maintain positive communication and strive for long-term constructive relationships with state and federal agencies.
- Develop recommendations on funding obligations and de-obligations

GRANT ADMINISTRATION



Interwest prides itself on not just writing grants, but getting grants. As an example, the Interwest grant writing team has secured millions of dollars from state and federal programs including Safe Routes to School Program, Congestion Mitigation and Air Quality Program, Transportation Enhancement Activities, Highway Safety Improvement Program, and Community Development Block Grants. Interwest can gauge and identify the important elements within a grant and work with the local agency to craft, customize, and ultimately to compete with great success. Our team is experienced with advocacy of projects to regional, state, federal/congressional representatives.

Grant Management – The Interwest team has a proven track record of getting grants. Our Transportation Programming and Grant Writing team has experience working directly with staff from

Federal Highway Administration, Federal Transit Administration, California Department of Transportation, California Transportation Commission, Councils of Governments, and state and congressional representatives.

Grant Research and Writing – Our team is committed to exploring available Federal, State and local grant opportunities and will continue to develop competitive applications to secure critical financial support for the client's projects. Grant writing will be part of a strategy to implement client priorities as identified in the client's Program. The proven track record of grant success is because of the team's expertise in preparing concise, yet comprehensive grants that strategically link strong project descriptions and project merits to the key elements of the grant. Interwest can gauge and identify the important elements within a grant and work with the client to craft, customize, and ultimately compete with high success.

Grant Compliance and Reporting – Our staff will take responsibility for oversight of the project throughout its duration. We will adhere to grant agreements and reporting requirements. In this way, we ensure the client meets the grant program performance measures so no funding reimbursements are in jeopardy. Interwest will see that objectives are met within the specified time, the costs incurred are within budget, and all activities are reimbursable costs which are acceptable to the funding agency.

Grant Reimbursement and Close-Out – Finally, Interwest's approach to grants is particularly exhaustive because our grant management administration does not merely stop at a successful award notice of grant funds. We do not view the job as complete until the grant funded project is delivered and grant reimbursement is received. We monitor grant compliance throughout the project life cycle, including appropriate invoicing and regular checking on grant procedural requirements so as not to jeopardize any eligibility of grant reimbursement. The complex network of federal rules and regulations requires nothing short of diligence, aggressive follow up, trouble shooting, and our industry "secret to grant success"—yet even more exhaustive follow up with federal agencies. We will take a pro-active approach to ensure the appropriate steps are taken before problems arise, not after. We will take the lead or provide assistance in federal "authorization to proceed" submittals to Caltrans Local Assistance or process paperwork to secure "allocation votes" from the California Transportation Commission. We have direct experience in participation of random federal audits on federally funded projects and have received positive audit reviews. This is possible through our team's meticulous oversight of records and documentation.

CONSTRUCTION MANAGEMENT



Interwest is experienced and highly skilled at providing services in the three main phases of capital projects: Pre-Construction, Bidding & Award, Construction and Project Close-out. Successful integration of the roles – project manager, construction manager and construction inspector – throughout these phases is critical to the success of any project. As such we have provided an integrated scope of work below detailing the key areas of responsibility for a typical project *(Specific responsibility is designated CM –Construction Manager, CI – Construction Inspector and PM – Project Manager):*

- Provide field inspection for compliance with the approved construction documents e.g. plans, Greenbook - CI
- Verify all material amounts - CI
- Verify implementation of storm water regulation requirements - CM
- Review all invoices for accuracy of work performed - CI
- Assist designer in resolving problems arising from field conditions - CI
- Attend field meetings - CI
- Facilitate coordination with utility companies - CI
- Provide coordination with the design consultant and inspector - CM
- Process all invoices - CM
- Provide monthly project funding reports – CM
- Provide weekly project monitoring reports – CM
- Process change orders - CM
- Coordinate final inspection - CM
- Process labor compliance review and acceptance - CM
- Coordinate project as-built drawings - CM
- Coordinate processing of project changes with stakeholders and other client departments - CM
- Coordinate project closeout activities such as staff report, notice of completion, release of retention, document archiving, GASB 34 reporting, etc. – CM & PM

Detailed Plan for Public Works Construction Management & Inspections

Pre-Construction / Bidding / Award Phase



Constructability | Contract Document Review | Bid Support: Review of the construction plans and contract documents prior to bidding and report to the client any areas where there may be an opportunity to save money or find areas that can be corrected prior to the bid, resulting in more competitive bids and fewer construction change orders. This assistance is provided during the bidding process.

Pre-Project Photographs | Video: The Construction Inspector will document the condition of the project as well as the adjacent areas prior to the contractor mobilizing, thus minimizing any dispute that may arise regarding existing vs. construction damage.

Pre-Construction Meeting: We will organize or attend the pre-construction meetings prior to the Notice to Proceed being issued. Meeting notes and a list of invitees and attendees will be distributed.

Plans, Specification & Estimate (PS&E): The PS&E package is essentially the contract document from which the contractor will bid and build the project. The project engineer, in consultation with the construction manager, takes the approved project and begins the formal design process. Every effort

must be made to stay within the scope of the approved project, and adhere to the environmental document constraints. Any changes to the scope must be approved by the client; changes to the scope during the PS&E phase will likely increase construction costs, may require additional environmental studies, and possibly delay the schedule. As the PS&E package develops, a bigger emphasis is made on constructability, traffic handling and staging. All can significantly impact construction costs.

Potential Pitfalls:	Resulting in:	Interwest Solutions:
- Poorly prepared plans, specifications and estimate (inconsistency in plan sheets, unclear plans, incomplete or incorrect information) - Poorly written specifications that are inconsistent with the plans or missing items - Having plans/specifications that do not adhere to the Environmental Document - Having poor staging and traffic control	- Extended review period - Delays in the permitting process - High contractor bids - Contract change orders (CCOs) and/or claims - Extended construction period - Traffic delays - Potential for right-of-way delays	- Review the PR and Environmental Document at the beginning of the PS&E phase - Implement Quality Assurance/Quality Control Plan - Perform Constructability and Bidability Reviews

Bidding and Construction Support

- During the bidding process, if so directed, the Interwest Team will be available to answer bidders' questions, prepare drafts of addenda or clarifications to the PS&E and assist in reviewing bids and recommending a contract award.
- During construction, we will provide supplemental support to the client and construction management section for construction inquiries. This supplemental construction support includes:
    - Reviewing and preparing responses to RFIs
    - Reviewing Contractor submittals and shop drawings for compatibility with design
    - Reviewing and providing recommendations of change order proposals
    - Performing final review/evaluation and assisting with the preparation of punch list for work deficiencies
    - Preparing record drawings of the completed projects based upon the redlined set of as-built plans provided by the Contractor.

Potential Pitfalls:	Resulting in:	Interwest Solutions:
- Having bidding documents which are not consistent with client standards - Inadequate time allotted for PS&E approvals by City Engineer and client's Attorney's office - Slow response time to Contractor RFIs and other requests	- Delays in bidding and construction which can lead to higher costs - Misinterpreted contract documents which can lead to CCOs and delay claims	- Utilize experience to build realistic project schedules that properly account for all reviews and approvals - Respond expeditiously to Contractor RFIs and other requests to minimize CCOs and delay claims - Utilize constructability and specification reviews by experienced staff to identify the most efficient construction methods and to minimize CCOs

Construction Phase

Project Schedule | Submittal Review: A realistic schedule that meets the requirements of the contract documents is critical to the success of the project. Our team will constantly monitor the schedule, noting and making the client aware of any critical path slips, as well as any opportunities to compress the schedule that may arise. Further, timely and thorough submittal review is critical to a project. Examples of activities include:

- Coordinate, review and approve the Contractor's proposed CPM schedule for completion of project.
- Review contractor's schedule, update submittals for conformance to master schedule and contract documents.

Document Control: We use the proven method of controlling documents through the system developed and used by Caltrans. We will apply consistent procedures to track all documentation, regardless of project size and location. Doing so will result in a standard documentation and filing system across the board for capital projects. As a result, records retrieval will be quick and efficient. Work activities include:

- Maintain all project documents, drawings, contract change orders, contractor submittals, shop drawing and correspondence in electronic form and hard copy.
- Maintain at the project site in an "as current" basis a record copy of all contracts, drawings, specifications, addenda, change orders and other modifications, in good order and marked to record all changes made during construction. We track documents, including all correspondence.
- Ensure an office engineer is available for projects with significant document control needs, and all files will be set up by our office engineer, regardless of size.
- Maintain a digital photographic library & significant activities.

- Maintain RFI, submittal and change order logs. Ensure consultants and engineers respond within contract time frames. We track the number of days submittals are outstanding and with a particular party on a weekly basis and report this information to the appropriate staff.
- Monitor Contractor and the sub-contractors regarding compliance with prevailing wage rates and affirmative action requirements applicable to the project including a Labor Compliance Program in accordance with AB 1506 and the Davis-Bacon Act. Our inspectors and office engineers are trained on the appropriate forms and techniques necessary to conduct these compliance activities.
- Collect and review, for compliance with all State and Federal regulations, certified payroll records requirements.



Weekly | Monthly Construction Meetings: We would attend and chair weekly or monthly project meetings with the contractors and stakeholders. We can prepare the agenda and discuss schedule, budget, changes, safety issues, etc. This has proven to be an important step to getting the project on schedule early.

Change Order Review/Dispute Resolution: Our team will review any requests for contract change orders to verify the work is necessary and outside of the contract, and we will negotiate the best way from the client's perspective to pay for the work, whether that is time and materials, unit prices, or a negotiated amount. We will advise the client as to their effect on the contract time and cost. We can perform independent estimates of proposed change order work when necessary or when directed by the client. The Construction Manager will then make a recommendation for approval, which according to the client policy, will ultimately need approval by the Public Works Director.

Materials Testing Management: We will coordinate and schedule the materials testing services to acquire the necessary services, and reports, in the most efficient manner.

Compaction Control: We will coordinate compaction testing with the soil engineering firm to verify all compaction conducted meets all requirements and specifications.

Progress Payment Processing: We will review progress payments and verify quantities/unit prices, amount due, certified payroll, appropriate rates, etc. If the review shows the progress payment is accurate, we will then recommend payment and circulate it to Project Manager for additional review, signature and approval.

Agency Coordination: We will coordinate any work with other agencies to maximize contractor efficiency and keep the project on schedule.

Project Close-Out Phase

Punch List Completion: Our Inspector will generate and make the contractor aware of deficiencies as they occur in the field. We will encourage the contractor to repair or replace work that does not meet the specifications when it is identified. Interwest will oversee the complete performance of all punch list items and final clean-up before contractor moves off-site. Each punch list item is personally signed off

by a member of our team, and all items must be signed off before the construction manager signs the list as complete.

Record Drawings and Other Documents: Our Construction Manager will review the record drawings with the Inspector for accuracy and completeness prior to acceptance of the project. This is monitored weekly. At the end of the project, we will obtain from contractor all record (as-built) drawings: O & M materials, attic stock, contract required documents, lien releases, and written warrantees.

Geotechnical Report: Our Construction Manager will obtain a complete geotechnical report with all test results, logs, and correspondence from the geotech prior to releasing their final payment.

Final Report: Our team will prepare a final report for the project that recaps the costs, schedule, successes, and lessons learned to the client and the Project Manager for use in preparing the City Council Notice of Acceptance Staff Report.

An inventory of the "wrap up" tasks for construction management activities include:

- Administer post-construction training of custodial, maintenance, operations and grounds staff for all new equipment, systems and finish materials. We intend to invite the appropriate maintenance personnel to the final walk-through of the project so they may ask questions and review the work. We understand that the project is built for the end-user, which is usually the maintenance department on behalf of the citizens.
- Coordinate final testing, documentation and regulatory inspections. We require all materials testing and special inspection documentation to be in a final report in chronological order.
- Advise on substantial and final completion and liquidated damages.
- Evaluate any contractor claim, negotiate and resolve claim issues. Recommend approval or denial by the client.
- Establish a warranty process and schedule six (6) months and eleven (11) months warranty walks.
- Oversee the complete performance of all warranty repair items.

Document Archive: Once the project is complete, we will turn over all project documents in archive form to the client.

REPRESENTATIVE PROJECT – CONSTRUCTION MANAGEMENT: TOWN OF ATHERTON CIVIC CENTER PROGRAM MANAGEMENT



Interwest has provided Program Management services to the Town of Atherton since the start of the new Civic Center project.

PHASE I – PRE-DESIGN: In the pre-design phase, Interwest provided the following services:

- Support for the preparation of the Environmental Assessment of a potential new Civic Center with a preferred alternative selected by the Atherton Town Council at their March 19, 2014 meeting
- Preparation of a Request for Proposal for Geotechnical Services for the Civic Center Project prior to construction, including solicitation, evaluation and recommendations
- Preparation of a Request for Proposal for Project Management Services for the Civic Center Project, including solicitation, evaluation and recommendations
- Preparation of a Request for Proposal for Project Design Services for the Civic Center Project, including solicitation, evaluation and recommendations
- Maintaining contact with and notifying external vendors that publicize consulting opportunities in order to broadly solicit proposals
- Preparation of agendas and staff reports
- Preparation of public information materials and dissemination on Town Web site
- Monthly update of overall project schedule, if changed since previous schedule
- Managing the work of the Project Manager and Geotechnical Engineer through the completion of the Environmental Assessment process

PHASE II – DESIGN DEVELOPMENT: In the Design Development (DD) phase, Interwest provided the following services:

- Recommend changes to scopes of work with WRNS Studio and Mack5 due to project scope changes, i.e., Corporation Yard (Civic Center and Holbrook-Palmer), lot line merger surveys, SPPUC water line potholing, geotechnical and Hazmat reports required for the project
- Prepare monthly agenda and supporting documents and meeting minutes for the November and December 2016 CCAC meeting, in accordance with the 4/27/16 Project Schedule
- Prepare updates to Town Website for the Civic Center Project, as needed
- Prepare monthly updates for November, December 2016 and January 2017 Town Council agendas for the Civic Center Project
- Manage work performed by WRNS Studio in accordance with their approved agreement

- Manage work performed by Mack5 in accordance with their approved agreement
- Coordinate with Atherton Now and respond to their requests for public information and graphics
- Perform technical liaison with Atherton Now and verify their oversight of contract provisions
- Request payment from Atherton Now for design and construction
- Analyze project costs and develop applicable cost distributions in consultation with Town staff
- Review and authorize invoices from project consultants
- Prepare agendas and manage meetings with the following committees as needed: Green Building, Project Management, Library, Park & Rec, and with San Mateo County Library (SMCL)
- Coordinate work between consultants working for the Town
- Post updated design graphics in City Hall and other public locations
- Coordinate with SFPUC regarding location and cost sharing for relocation of their 36" water line through the project site
- Coordinate staff reviews of design documents and provide comments to design team
- Review design documents for compliance with Town direction

PHASE III – CONSTRUCTION DOCUMENTS AND BIDDING: In the Construction Documents (CD) and Bidding phase, Interwest is currently providing the following services:

Manage Construction Documents

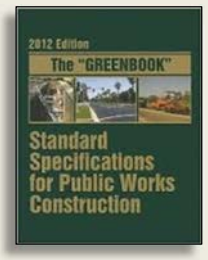
- Recommend changes to scopes of work with WRNS Studio and Mack5 due to project scope changes approved by Council
- Prepare monthly agenda and supporting documents and meeting minutes for any needed CCAC meetings.
- Prepare Division 00 & 01 specifications (i.e., Procurement and Contracting Requirements and General Requirements) not provided by WRNS or Mack5.
- Coordinate with City Attorney to prepare bid documents, as needed.
- Coordinate with Project Management Committee (PMC) to Prepare RFQ to short list General Contractors (GC), prepare Council staff report requesting authorization to release RFQ
- Send out, screen and hold interviews for GC, provide recommendations to Council to short list
- Coordinate with Menlo Fire for fee waivers and plan check
- Prepare updates to Town Website for the Civic Center Project, as needed
- Coordinate with the Clean-Coalition and prepare required documents for the PAEC grant
- Prepare and present monthly updates for Town Council agendas for the Civic Center Project.

- Manage work performed by WRNS Studio in accordance with their approved agreement and amendments.
- Manage work performed by Mack5 in accordance with their approved agreement and amendments.
- Coordinate with Atherton Now and respond to their requests for public information and graphics.
- Coordinate with AT&T regarding the existing cell tower and lease. Provide information to Council for direction
- Analyze project costs and develop applicable cost distributions in consultation with Town staff
- Review and authorize invoices from project consultants
- Prepare agendas and manage meetings with the following committees, as needed: Green Building, Project Management, Library, Park & Rec, and with San Mateo County Library (SMCL)
- Coordinate work between consultants working for the Town
- Post updated design graphics in City Hall and other public locations
- Negotiate with SFPUC regarding easements and cost sharing for relocation of their 36" water line through the project site per Council direction
- Coordinate staff reviews of design documents and provide comments to design team
- Oversee review of design documents for compliance with Town direction and building codes
- Other tasks as needed

Manage Bidding Process

- Hold a mandatory pre-bid meeting with shortlisted GCs
- Respond to bidder questions in writing, with copies to proposed bidders
- Manage bidder's list through an online database such as eBidBoard
- Schedule and attend the bid opening and prepare a bid opening tabulation that lists each contractor, bid price for each alternate, and date and time bid was received
- Analyze the bids in order to determine the lowest qualified, responsible, and responsive bidder; as required by the Public Contract Code. Prepare a bid checklist for each bidder that documents the contractor's license status, debarment and suspension status, and whether required bid forms were completed.
- Prepare the staff report to recommend awarding the construction contract to the lowest responsive bidder to Town Council

General Approach







Utilizing construction management services through Interwest Consulting Group is an extremely valuable strategy for delivering cost-effective, high quality municipal services. We provide Construction Management and Inspection Services for various capital improvement projects. This could include a variety of elements such as: roadway rehabilitations, new park developments, building and utility projects on an "as-needed" basis, streets, driveways, sidewalks, curb and gutters, pedestrian ramps, drainage improvements, parks, buildings, open space amenities, trails, traffic signals, playground equipment and sports fields plus related services including sewer lift stations, sewer, domestic water, reclaimed water and street lighting. We have a proven track record of providing all of these services.

Our Inspectors will ensure that all work conforms to the project construction documents, Codes and Ordinances including the Grading Code and Manual, APWA "Greenbook" Standard Specifications for Public Works Construction, AWPA Standards, various County Public Works Standards, State and Federal Building Codes related to site accessibility as well as Title 24 and ADA requirements, Caltrans' Local Programs Manual, the client's Quality Assurance Plan for Federal and State Funded Projects and all applicable prevailing wage laws including the Davis-Bacon and Related Acts.

Our team of professionals proposed for this assignment has extensive career expertise in the public works industry. Our *local* knowledge in combination with our depth of experience translates into better, more consistent decision making. This provides the client with excellent value not only today in cost for services, but more importantly in the future while operating the infrastructure. All Inspections shall be carried out using established policies and procedures with the highest quality staff in a timely and professional manner. We shall be an advisor and advocate and provide services with the best interest of the client in mind.

Quality Control

For all projects we will create and apply tailored management systems that work and will carefully monitor program effectiveness, closely tracking work quality, quantity, and cost. Delivering projects under aggressive schedules requires careful management, administration, and oversight of project development teams from inception to completion with committed, complete ownership of all aspects. Despite this approach, some projects may fall behind schedule. If this occurs, Interwest will quickly review the reasons for the delay, identify options for getting the project back on track, and implement the selected option after consulting with the client. Scope, schedule and budget impacts of the delay will be scrutinized to ensure critical elements are not jeopardized by implementation of the corrective action.

Guaranteed Deliverables

There are several important areas of work requiring special attention for project management, construction management, and construction observation to ensure successful completion of a project:

Standardization & Maintenance of Project Documentation – In order to effectively combat claims, it is vitally important that the construction manager and inspector follow a uniform standard to ensure that potentially volatile issues are dealt with in a timely, accurate and consistent manner. Interwest has instituted such a system and has a proven track record of helping its clients to avoid costly claims.

Monitoring Quality & Objectiveness of Field Personnel – Our construction supervisors routinely check the files and performance of our construction inspectors. Regular training meetings are conducted at which changes in rules and regulations are discussed. Of critical importance are the storm water compliance rules and the requirements of the general construction permit on client projects.

Public Relations – Public works projects that impact residents and businesses present unique, non-technical challenges which must be addressed throughout the life of a project. Interwest staff will work closely with these stakeholders to make them aware of the project, its status and any changes that are made. Our assigned staff possesses the non-technical skill set needed to navigate the public relations arena.

Construction Inspections (Including SWPPP Compliance): Our Inspector, as well as any other field personnel performing services will document all work, quantities, contractor and subcontractor personnel and equipment, visitors, and field orders on a daily basis.

Some specific duties include:

- Oversee Quality Assurance of the construction activities to conform to plans and specifications.
- Monitor contractor work performance for deficiencies and recommend any special testing needed.
- Perform all special inspection required for project.
- Maintain daily onsite project log and as-built schedule report. Prepare daily reports of observations and activities. Secure the general contractor's daily log reports. Our reports will be based on the Caltrans daily report forms.
- Perform periodic digital video and still photography of the progress of the project. Said photography will show date of the events and conditions being recorded. All non-compliance issues as well as any other site conditions requested by the client shall be photographed. Our inspectors will take photographs of work on a daily basis as part of our inspection protocol.
- Maintain a daily log containing a record of weather, contractors, work onsite, number of workers, work accomplished, problems encountered, solutions agreed upon, and other similar relevant data as the client may require.
- Monitor and endeavor to ensure the establishment and implementation of appropriate safety programs by the Contractor.
- Ensure compliance to reporting requirements of the State Water Resources Control Board as it relates to SWPPP reporting.

BUILDING SAFETY AND FIRE LIFE SAFETY



Interwest Consulting Group has extensive experience and a proven track record of seamlessly integrating building plan review, building inspection, building official and permit technician services as-needed in a cost-effective manner. Our services consist of providing a single staff member or a complete team. We tailor our staff to fit your specific needs.

Our role and mission is to provide the following:

- A **team of professionals** with high-level experience and skills in successfully providing building department services, staff with a **customer service focus** and thorough knowledge of building department policies and procedures, and promoting cooperation and partnership with other jurisdiction departments and outside agencies.
- **Licensed Plan Review Engineer or Architect** and/or **ICC Certified Plans Examiners** for thorough and timely plan reviews.
- **Certified Building Inspector(s)**, ICC and/or CASp certified, with broad experience in jurisdictional procedures and the highest commitment to customer service.
- Permit Technicians with **strong customer service** skills and experience.
- Additional staffing as needed when workload increases to maintain exceptional service.
- A high level of **customer service for internal and external customers**.
- Additional services as needed and as requested to meet your workload needs.
- Services in a **cost-effective** manner that remains within budget constraints.

Our Building Safety Services team offers the following:

- Building and Fire Plan Review Services
- Building and Fire Inspection Services
- Building Official Services
- Permit Technician Services

BUILDING AND FIRE PLAN REVIEW SERVICES

All plans examination services will be performed either by a licensed Civil or Structural Engineer, or an ICC Certified Plans Examiner under the direction of a licensed Civil or Structural Engineer and/or licensed Architect. For more complex projects and when needed to meet peak workload demands, additional support will be provided from our regional offices for, on-site or off-site, structural plan review services and non-structural plan review services. Our plans examiners understand and are intimately familiar with applicable building



codes and plan review procedures and policies and will readily assist with solutions to complicated plan review issues.

Our staff will work with project applicants in a collaborative and professional manner to quickly identify and resolve violations of codes, standards or local ordinances. They will provide thorough plan reviews in an effort to provide complete and accurate construction documents to minimize questions and problems during the construction phase of projects.

Technical Capabilities in Plan Check Areas

Interwest staff possesses significant technical capabilities in all areas of plans examination competence. All plans examiners are ICC Certified Plans Examiners with extensive experience providing plan review services. All plans examination activities will be performed under the direction of a California licensed professional engineer and/or licensed architect. Our staff will conduct accelerated plan review on as as-needed basis as requested by the Building Official.

Architectural

Interwest's non-structural plans examiners furnish plan review services for a vast array of projects including large residential, commercial, institutional, industrial, retail, and OSHPD 3 medical office buildings. Many of our plans examiners are CASp certified. Completed plan review projects range from single-story residential projects to complex high rise buildings and numerous building additions and remodels. We are experienced and familiar with the use and application of the most current editions of the following model codes:

- California Building Standards Code (Title 24) Parts 1 through 6 and 9
- International Building Code (IBC)
- Americans with Disabilities Act Standards for Accessible Design
- ANSI Standards
- NFPA Codes & Standards
- CA Code of Regulations (CCR) Titles 19 and 25
- Jurisdiction-Adopted Amendments or Ordinances

Structural

Our structural engineers have experience designing and reviewing projects utilizing virtually all building materials. Our structural plan reviewers will verify that structural designs are in compliance with submitted Geotechnical Report findings and recommendations and Ground Motion Hazard Analysis recommendations for design and construction.

- Wood
- Masonry
- Heavy Timber / Timber Frame
- Concrete
- Structural Steel
- Light Gauge Steel Framing
- Straw Bale
- Rammed Earth

Our engineers have designed or reviewed a wide array of structural systems including:

- FEMA Compliant Steel Moment Frames
- Buckling Restrained Braced Frames
- Eccentric Braced Frames
- Concentric Braced Frames
- Concrete Moment Frames
- Wood Shear-wall Systems

- Masonry Shear-wall Systems
- Concrete Shear-wall Systems
- Cantilevered Column Systems
- Pre-Stressed / Post-Tensioned Concrete
- Various Proprietary Lateral Force Resisting Systems

Our structural engineers and inspectors are experienced with the provisions of most model codes including current versions of:

- CCR Title 24, Part 2, Volume 2
- International Building Code (IBC)
- AISC 341 & 360
- ASCE 7-10
- ASCE 41
- AISC Standards for Cold Formed Steel
- FEMA 350, 351 & 353
- ANSI / AF&PA NDS
- ACI 318 (Concrete)
- NEHRP
- ACI 530 (Masonry)
- CA Historic Building Codes
- CA Existing Building Codes

Mechanical, Plumbing & Electrical

Interwest's Mechanical and Electrical Engineers are well versed in the California Mechanical, Plumbing and Electrical codes.

We will review submitted design documents to ensure compliance to the current edition of the following codes:

- California Building Code
- California Residential Code
- California Plumbing Code
- California Mechanical Code
- California Electrical Code
- Jurisdiction-Adopted Amendments or Ordinances

Other review services are provided based on current editions of local or national standards such as:

- International Building Code
- International Residential Code
- International Mechanical Code
- International Plumbing Code
- NFPA Standards 13 (automatic fire sprinkler systems)
- NFPA Standards 14 (standpipes)
- NFPA Standards 20 (fire pumps)
- NFPA Standards 72 (fire alarms)
- NFPA Standards 99 (medical gases)
- NFPA 101 Life Safety Code
- FEMA & NEHRP Requirements for Existing Building

Energy Compliance

Our engineers and plan reviewers are up-to-date on all California Energy requirements as they relate to both new and remodel construction on large residential and commercial projects. The Energy Efficiency Standards for Residential and Nonresidential Buildings were established in 1978 in response to a legislative mandate to reduce California's energy consumption. These standards are updated periodically to allow consideration and possible incorporation of new energy efficiency technologies and methods.

Green Building Standards

Our staff is familiar with the incorporation of CALGreen building criteria into project designs and the resulting potential impact as related to the building codes. In addition, staff members have participated in the development of various "green" standards for super adobe, rammed earth, and straw bale construction, to name a few.

LEED

Developed by the US Green Building Council (USGBC), LEED provides building owners and operators a framework for identifying and implementing measurable green building design, construction, operations and maintenance solutions. LEED certification consists of a number of different rating systems that apply to many building types—commercial as well as residential and measures how well a building performs across many sustainability metrics including: energy savings, water efficiency, CO_2 emissions reduction, improved indoor environmental quality, and stewardship of resources and sensitivity to their impacts.

Access Compliance – CASp Review and ADA Evaluation

All of Interwest's CASp-Certified professionals are knowledgeable of state and federal accessibility laws and regulations and possess the expertise necessary to promote access to facilities for persons with disabilities. Our goal is to provide experts in the industry who can perform services for building departments in a seamless manner by customizing our services to correspond with our client's expectations and needs. We work collaboratively with our clients to resolve plan review and inspection related issues as efficiently as possible, ultimately resulting in an expedited process and successful project.

Our architects and plans examiners are fully trained and familiar with CA Building Code Accessibility requirements and ADA compliance regulations, and are available for plan review and/or evaluations and consultation. We offer support to municipalities for compliance enforcement and/or developing a transition plan, and successfully partner with the disabled community to address the needs and requirements for both entities. We can assist our clients in interpreting various issues relating to access compliance, such as access compliance obligations, transition planning, construction costs, construction phasing, code/law 'interpretation,' hardship and code/law changes.

Flood Zones

Interwest's staff of engineers and plans examiners have experience in providing plan reviews for projects located in flood zones, as several of our clients have developments that occur in areas prone to flooding. Interwest's staff has provided numerous plan reviews for projects located in flood zones using FEMA's Technical Bulletins as well as the local jurisdictions ordinances. In addition, members of Interwest's staff have participated in state-sponsored committees to establish guideline and regulations for construction in areas designated as flood zones.

OSHPD 3

Our staff of plans examiners has extensive experience in providing plan reviews for OSHPD 3 projects. Our staff is well versed with the OSHPD 3 requirements contained in the California Building Code. We

also employ an OSHPD certified inspector who has recently provided inspection services on behalf of our clients for hemodialysis, outpatient surgery, hyperbolic chamber and general medical clinics.

Fire Code Plan Review

We have a complete staff of experienced and licensed professional fire protection plans examiners and inspectors for your fire life safety needs. Our staff can check plans for compliance with all applicable fire code and standard requirements, including but not limited to the following: ICC Fire Code, Uniform Fire Code, California Fire Code, Life Safety Code, NFPA standards and your local/regional amendments.

Our Fire Plans Examiners and Inspectors are well versed in the use and application of the following model codes, standards and regulations:

- California Fire Code (CFC)
- California Building Code (CBC)
- Local amendments and policies related to the CFC and CBC
- Adopted National Fire Protection Standards
- California Health and Safety Code
- Appropriate listings (CSFM, U.L., etc.) for common systems and materials
- Fire Department Standards
- National Fire Protection Referenced Standards pursuant to the above Codes
- Municipal, State or Federal regulations enforced by Fire Departments and Fire Districts.

Interwest Consulting Group's staff is active with California Fire Prevention Officer's Association, as well as local chapters of Building Officials Organizations throughout the State of California and Nevada. Interwest Consulting Group's staff has also authored a comparison of the Uniform Fire Code (UFC) to the International Fire Code (IFC) for the California Fire Prevention Officer's Association.

BUILDING AND FIRE INSPECTION SERVICES



Building inspectors qualified to perform residential and commercial inspections can be made available as-needed during normal business hours (40 hours/week). Inspectors can also be flexible to assist during special off-hours by request with advance notice.

Assigned staff will perform inspection services, as needed, to verify that the work of construction is in conformance with the approved project plans as well as identifying issues of non-compliance with applicable building and fire codes. Our field inspection services will include site inspections and writing legible and understandable correction and violation notices and field reports. In addition, we will be available to answer in-person or telephone inquiries.

We understand that municipal codes may be frequently updated, so we will ensure that the projects we are inspecting are compliant with current code requirements. More specifically, we will ensure compliance with Title 24 California Building Codes, parts 1, 2, 2.5, 3, 4, 5, 6, 8, 9, 10, 11 and 12, covering structural, fire prevention, life safety, disabled access, energy conservation, green building, plumbing, mechanical and electrical installations in residential, commercial, industrial, existing and historical buildings.

Interwest's ICC/CASp certified inspectors have performed both building and fire inspection services on a wide variety of construction projects including new residential developments, large custom homes, and commercial, institutional, assembly, essential service buildings and industrial projects. When necessary for large or fast-track projects, multiple inspectors are available.

Interwest's inspectors will provide field inspections including site inspections of projects to verify conformance with approved drawings and specifications which will include review of the permit documents to verify that onsite conditions are consistent with the approved documents for square footage, setbacks, heights and any other applicable conditions. At the completion of inspections, Interwest's inspectors will complete all necessary City forms and documents as required to provide seamless service.

We understand that personality and customer service is crucial to on-the-job success, therefore, we have selected inspectors who are well versed in customer service and skilled in dealing with people both at the public counter and in the field. All inspection personnel assigned will be ICC and/or CASp certified as required.

Inspector Qualifications & Certifications

Interwest retains inspectors who are motivated to achieve the highest level of experience and certification. We work hard to match your jurisdiction's level of safety and code compliance. All Interwest Consulting Group inspectors are ICC-certified.

Inspection personnel assigned will be able to read, understand and interpret construction plans, truss drawings and calculations, prepare and maintain accurate records and reports, communicate effectively orally and in writing and to work effectively with contractors, the public and general staff. Inspectors will possess knowledge of approved and modern methods, materials, tools and safety used in building inspection and the most current building standards.

Inspection Schedule

Interwest Consulting Group will work with your organization to provide inspection staff in a timely manner. Our inspectors are familiar with a multitude of jurisdictional scheduling and tracking systems and can quickly adapt to jurisdiction requirements. Emergency inspections (usually requests that pertain to a serious or urgent life/safety issue) can be provided as they are needed; nights, weekends and holidays. Many of our inspectors are also available to serve at the public counter when needed.

BUILDING OFFICIAL SERVICES

Our certified Building Officials are intimately familiar with the procedures and processes that need to be maintained to ensure a building department runs smoothly. They effectively work with all staff and departments. Interwest can provide Building Official Services on a part-time or full-time basis. Building Official areas of responsibility may include:

- Building Department Administration
- Quality control review of plan checks and inspections
- Building Code updates for Municipal Code adoption
- Resident inquiries and complaints

- Configuration, implementation, and on-going support of an automated permitting system
- Review discretionary applications for preliminary compliance with construction codes
- Coordination of a proactive abatement program
- Building & Safety Procedures Manual
- Monthly/Annual Reporting of Building Safety Activities
- Attend Commission and City Council meetings (as needed)

PERMIT TECHNICIAN SERVICES

Permit/counter technician services are crucial to the success of the entire building safety process and is the first impression the public gets of your building department. Contact with the public at this initial point sets the tone for any additional interaction through the life of a project whether engaging the homeowner, architect, developer or contractor or other community member. Delivery of excellent customer service, maintaining a smooth flow of documents and plans throughout departments, and tracking and reporting, are all key elements to furnishing first-rate, efficient and a memorable experience to your clients.

Our Building Technicians will welcome and work closely with the customers at the public counter answering all questions. Our Building Technician will provide information about permit applications, plan review and inspection requirements, will be excellent at organizing and maintaining the filing systems necessary for tracking in-progress applications, permits issued, plan check in progress, approved plans and any other information required by your jurisdiction. Resumes for proposed Permit Technicians will be presented to the Chief Building Official for approval and acceptance prior to providing services.

REAL ESTATE AND RIGHT-OF-WAY



Our Real Estate team provides full service municipal real estate consultation and turn-key right-of-way services inclusive of project management, acquisition, appraisal, appraisal review, relocation assistance, property management, escrow and title coordination, and condemnation support. We serve our clients from early project planning to full possession of properties for project construction. Our real estate team skillfully performs all right-of-way functions and they are experts at navigating through the legal and regulatory requirements necessary to acquire land and right-of way for public projects for city, county and state agencies.

Real Estate Project Management

Real Estate Project Management is essential to ensure that right of way activities are being conducted on schedule and within budget. We take a very hands-on approach paying close attention to any potential issues that could cause a delay or affect the budget. That means we pay attention to the details early on to ensure we are always in front of the issues. The Project Manager maintains excellent communication and works closely with our client and the project team throughout the life of the project. She ensures that the schedule is maintained, makes certain that right-of-way activities comply

with applicable state and/or federal laws and regulations, ensures that any revisions to the right-of-way or schedule are promptly communicated to the team and appropriately implemented, and assists in resolving potential issues that may arise during the right of way process.

Project Initiation, Planning & Coordination

Every project is unique with its own set of challenges. Interwest understands this and will design a plan to achieve successful right of way delivery. Drawing on our knowledge gained from a diverse range of project experience, we will perform comprehensive pre-planning, review of project plans and design and select the best subconsultants to match project needs. We can prepare right-of-way estimates that conform to the requirements described in the Caltrans Manual Chapter 4. This is the opportunity to develop acquisition documents in conjunction with the agency and analyze each title report to anticipate any complexities in order to address and resolve them early. We look for ways to streamline the right of way process to ensure we meet tight project schedules and budgets.

Appraisal Management

Integrity is essential in promoting public perception and confidence in the project. By contracting with sub-consultants to provide appraisal services, there is a separation between the appraisal and acquisition functions. This helps to eliminate any perceived conflicts of interest. This also allows Interwest to choose the most capable appraisers based on the specific dynamics of each project. Instead of stretching to complete an appraisal without adequate experience, the best team is fielded for every project. Interwest has an extensive list of appraisers it has teamed up with on prior projects to be able to accomplish this, whether the acquisition is a temporary right to enter a property or a complex commercial valuation involving severance damages and goodwill. Interwest will take the lead in developing an appropriate scope of work for the appraisal assignment, manage sub-consultant contracts and provide oversight to ensure schedules are maintained and the project scope is accurately evaluated in the appraisal.

Acquisition | Negotiation

How a team deals with the property owner is critical to the success and outcome of any project. Our approach is to establish a rapport early in the process with open and good communication, thus building trust with the property owner. We develop this relationship through early in-person meetings with the property owner to discuss all activities that will occur. We also carefully review the appraisal, offer documents, note any concerns or questions from the property owner and seek to resolve any issues between the agency and the owner. Our goal is to educate and assist the owner so they not only understand the process, but also have confidence in us and the agency we represent.

Every effort will be made to timely reach a negotiated settlement by contract and facilitate the execution of the documents and coordinate escrow activities. In the event an agreement regarding just compensation cannot be reached in a timely manner, we often are successful in obtaining Possession and Use Agreements, which will allow the Project to proceed on schedule and provide additional time for the parties to negotiate. While condemnation cannot always be completely avoided, our acquisition agents will take an active role in conducting themselves in the most ethical and competent manner in our "good faith" negotiations with each and every property owner.

Project Certification

Our staff has extensive knowledge of the project certification process. We have developed successful relationships with Caltrans Local Assistance agents on the district level to deliver right of way and obtain the appropriate level of Certification, when needed. Two of our team members were previously employed by Caltrans and thus have an excellent knowledge of Caltrans guidelines and thus the ability to ensure that projects meet Caltrans requirements. Our team involves Caltrans early on in the project and keeps them informed each step of the way, thereby allowing construction contract to be advertised, bid and awarded in a timely manner.

Title and Escrow Services

The title and escrow process has become more complex in recent years due to the higher level of scrutiny by lenders. Our staff is intimately familiar and able to navigate through the extra steps needed to negotiate with lenders under these circumstances. Our agents will work with the property owners and the title company throughout the entire closing process to prepare escrow instructions, obtain notary verifications, obtain subordination agreements, obtain reconveyances and help facilitate a prompt closing of escrow.

Condemnation Services

Our staff has first-hand knowledge of the condemnation process. Working with property owners toward a successful negotiation involves maintaining open and honest communications. When the property owner is treated fairly and honestly throughout the entire land acquisition process, negotiated settlements can usually be obtained without the need to resort to condemnation. However, using the condemnation process is sometimes necessary for the benefit of the project—ensuring project delivery schedule and/or funding are not compromised. When needed, our agents will coordinate with legal counsel as necessary to document negotiations with the property owner and to provide any additional information required.

We handle everything from hardware installations and strategic plans to large software applications. We have experience in IT project planning and enjoy working with customers to analyze their IT needs and create solutions that are a good fit for their organization. We believe that IT should work with you and that each organization has its own unique needs and challenges. We are creative thinkers who partner with your staff to create a long term relationship that you can rely on.

INFORMATION TECHNOLOGY (IT)

Methodology



Our team provides onsite and remote on-call IT Services support including infrastructure, desktop and phone support, and onsite and remote networking. Interwest Consulting Group has a proven track record providing these types of IT services to various regional councils of governments, transit agencies and cities. Interwest has the

experience and knowledge to partner with our clients in an innovative manner to better serve your customers.

Our service model provides our clients the flexibility to create a work plan that is dynamic to increase support when staffing is low or larger projects occur. This support will also allow for general day to day support for services on as needed help desk request. We work closely with our clients to develop an IT Work Plan that accomplishes these daily needs of maintaining a well-run IT department and prioritizes planned projects to enhance the infrastructure and processes within the organization.

A well run IT operation means minimal downtime so your staff can maintain a focus on serving the public. Our proposed team is comprised of highly experienced, forward thinking, customer-service oriented professionals who will deliver solutions to technical problems in a timely and cost effective manner.

Project Opportunities

The Interwest IT team brings innovative solutions to the public agencies we serve. We are proactive, challenging ourselves to remain current in our skill sets and continually look to the horizon for new technologies that can be reviewed and presented to align with your agency's goals. Our team can work with you to determine the specific cost benefit to the examples of the services we provide below.

Training

Interwest provides continual training to our team of professionals through conferences and training classes as well as self-paced training classes available from our business partners. In addition to formal training, our IT Team meets for weekly cross training sessions and has access to a knowledgebase of past issues to ensure the speedy resolution of help desk tickets.

Proactive Approach

Our team is proactive and seeks to provide technology solutions to solve the needs of our clients. Interwest IT will identify gaps in services and training, make recommendations, and implement best practice solutions.

Comprehensive Back-up Support

Our team understands the critical nature of back-ups. We will create and customize back-up plans for all of our client's critical data. Interwest IT will run regular back-up integrity checks to ensure back-ups are running smoothly. Our team will work with your agency to create disaster recovery documentation. Interwest IT will work closely with public safety departments to ensure their mission critical data is recoverable in the event of an outage.

Proactive Network Monitoring

Interwest IT understands that local government agencies serve their citizens 24/7. Our team provides proactive network monitoring and will replace systems showing signs of failure prior to an outage to ensure our client has maximum up-time.

Public Safety Experience

Interwest IT has experience working with police departments to install, upgrade, and maintain their CAD and crime analysis software applications including deploying mobile applications. Our team has experience working with surveillance systems and integrating with GIS and other 3rd party applications.

Specific Hardware/Software Experience

Desktop Environments

Interwest IT has experience in a range of software needed to support desktop computers, applications and connectivity including both physical and VM.

Desktop	Windows XP, Windows 7, Windows 8
Hardware	All models of Dell and HP desktops/ laptops, Panasonic Toughbooks, iPads and Tablet PCs.
Wireless Connectivity	Support public and private Wi-Fi networks
Microsoft Office	Microsoft Office 2003/2007/2010/2013
Adobe	Acrobat 9/X/XI/DC, Adobe Reader, Adobe Flash
Application/ Database	Casselle Clarity, SAGE ACT Customer Management, Microsoft Access

Server Configuration

Interwest IT has experience in server administration and configuration to ensure your agency's servers are performing at optimal levels.

GIS	Interwest's GIS team has installed and configured ArcGIS Server, designed and implemented GIS geodatabases in SQL and oracle, deployed custom web map applications, set up and supported ArcGIS Online. Our team also has extensive experience in data creation and editing within a GIS for Server since its first release in 2004.
Domain Controllers	Microsoft Active Directory Infrastructure 2003, 2008, 2008 R2, 2012 Group Policy/DNS/DHCP
Exchange	Microsoft Windows 2008 R2 running Exchange 2007, large scale systems of more than 700 mailboxes with multiple databases, legal retention and public information requests, unified messaging hub transports, clustered mail services, migration to Exchange 2010 and 2013, virtualized Exchange services
Finance	SunGard Naviline, SunGard OneSolution, E-Business Suite Financials
SharePoint	Microsoft SharePoint 2010, Custom Builds, Templates, Workflow
Print and File Servers	Windows File Management 2003, 2008, HP Storage Area Network, Net-App Storage Solutions
VMware	VMware administration. Interwest is a VMware business partner

Infrastructure

Interwest IT has experience in a full range of network infrastructure to ensure your agency is connected with superior performance.

Networking	CISCO switches: SF 102-24 10/100, 2960, 3750, ATP Cat.5E Patch Panels, Routers, Wireless infrastructure/access points, Site-to-site VPN access, multicasting and multiple VLANS, multiple subnets, routers, ASA 5520 with IPS, CISCO servers, CISCO e911

Print Services

Interwest IT has supported all of the brands of copiers and scanners listed below.

Hardware	HP Printers, Cannon Copiers, Xerox Scanners/ Copiers HP Plotters, Fujitsu scanners, Personal/Desk Printers, Leased, Networked

Remote Access

Interwest IT has deployed many different tools that support remote access for assisting users with day-to-day hardware/software troubleshooting and providing server administration.

Applications	LogMeIn, GoToMeeting, Microsoft Remote Desktop, Altiris, KACE, and Citrix

Phone Services

Interwest IT has implemented and maintained both analog and VoIP phone systems including call center and voicemail systems.

Analog Services	HP PBX, NEC NEAX 2000 IPS, Voicemail System, 350+ Lines, 800/Toll Free number Support, Desktop Phones, Wireless Headsets
VoIP Services	Communications Manager 8.5, IPCC 4.x & 7.x, Call monitoring and recording, IP Communicator, Unity 5.x for voicemail Synapps, & SA alert, public/private hot spot access, Cisco VoIP phones, Conference Phones, IVR Routing

Network Protection Services

Interwest IT maintains top security measures to protect your technology investments in data and hardware.

Firewalls	Barracuda SPAM Firewalls, Web Filters, Cisco firewall Products, Juniper Firewall Products

SQL Services

Interwest IT has a diverse set of skills in database development, maintenance and reporting.

SQL Services	Windows Server 2008 R2, SQL 2005, SQL 2008, SQL 2008 R2, SQL 2012, SQL integrations or Ticketing with updates and versioning, SQL Reports, Esri/GIS database integration.

Email / Communications Services

Interwest has an extensive knowledge in email communication tools, including desktop email, webmail and smart phone connections.

Exchange	Microsoft Windows 2008 R2 running Exchange 2007, large scale systems of more than 200 mailboxes with multiple databases, legal retention and public information requests, unified messaging hub transports, clustered mail services, migration to Exchange 2010 and 2013, virtualized Exchange services
Mobile Devices	Exchange ActiveSync, iOS, Android, and Windows Integration

Surveillance Camera System

Interwest has the necessary experience to support surveillance camera systems.

Hardware	Cisco Switches and Routers
Training	Interwest's IT team has attended training on surveillance systems

GEOGRAPHIC INFORMATION SYSTEMS (GIS)

Interwest's GIS team has a broad range of skills to support the client's objectives. Our areas of expertise include:

- GIS Project Management & Assessment
- Strategic Planning & Budget
- Enterprise GIS Implementation
- Web GIS Development
- Data Layer Conversion, Creation & Maintenance
- GIS Analysis
- On-Call Consulting & Technical Support
- Database Design and Integration
- Custom GIS Interface Development
- Backroom Automation Development
- GIS Software Training
- Mobile GIS Data Collection



EMERGENCY MANAGEMENT

Our professional staff use their extensive experience in public safety and emergency management to provide consulting services that reinforce our clients' community resilience. Historically, as municipal budgets tighten, agencies lean on outside contract services to fulfill emergency management requirements to ensure that communities can prepare for and respond to disaster. Interwest's emergency management consulting services include emergency operations and hazard mitigation plan writing, emergency operations center development and staff training, and exercise design and implementation.

ORGANIZATION AND LEADERSHIP DEVELOPMENT



Our training and organizational development services are provided to cities by experienced local government professionals; former municipal executives that understand the unique challenges and needs of public sector teams. We work collaboratively with our clients to customize our approach, so we are accurately helping you advance your training and assessment needs. Our professional staff offer the services outlined below.

Leadership Development Training

- Newly promoted leader training
- Teambuilding
- Designing and delivering public presentation skills
- City Council presentations
- Public speaking
- Communication skills
- Preparing for a crisis and crisis response training
- Career development

Organizational Development and Business Improvement Services

- Department reviews and assessments
- Performance enhancement implementation support
- Organizational change management
- Leadership assessment tools

Strategic Planning

- Strategic organization planning for agencies at a departmental level

Executive/Management Consulting

- One-on-one professional development
- One-on-one performance management
- One-on-one newly promoted/hired support

Facilitation

- City Council strategy sessions/closed session facilitations
- Executive team sessions
- Teambuilding sessions
- Staff retreats
- Community workshops

References

FULL SERVICE CLIENTS

With many Interwest staff having worked directly for public agencies, we understand the importance and challenges of municipal government. Below are profiles for a few of clients to whom we provide a full range of services.

Town of Atherton

(2011 – Present)

Client Contact: George Rodericks, City Manager

Telephone: 650.752.0504 *Email: grodericks@ci.atherton.ca.us*

Interwest Consulting Group has been serving in the capacity of Community Services Director for the Town of Atherton. In addition to providing staff to perform all City Engineering and Building and Safety services, we also oversee, manage, and are responsible for the Town's Public Works, Planning, and Code Enforcement functions. Interwest also provides technical assistance and support to the City Manager, City Council, City Council appointed Committees, and the community on Community Services programs, policies, activities, and projects.

Interwest serves as the primary link between the Community Services Department and other Town departments, elected officials, regional partners/regulatory agencies, and community stakeholders. Specific responsibilities include:

- Perform policy and technical analysis, prepare all staff reports, and provide recommendations and guidance to the City Manager, City Council, and Town Committees.
- Represent the Town at regional meetings and regulatory agencies regarding projects, issues, and other matters relevant to the Town of Atherton.
- Review agendas and perform staff analysis in support of Council members representing the Town on Regional Transportations Agencies and Boards.
- Responsible for performing all work related to municipal engineering including civil, transportation, development review, traffic engineering, water resources, structural engineering, and GIS.
- Work closely with the Finance Director and City Manager to prepare and administer the Community Services Department operating budget and 5-year Capital Improvement Program.
- Participate in the Town's Strategic Planning activities and continually review and assess performance outcomes to identify and initiate organizational improvements to improve the delivery and value of services to the community.

City of Eastvale

(2010 – Present)

Client Contact: Bryan Jones, Interim City Manager

Telephone: 951.361.0900 *Email:* bjones@eastvaleca.gov

Interwest Consulting Group performed a variety of services which resulted in the delivery of efficient and cost-effective services to the newly incorporated City of Eastvale. These services included: (1) the gathering of essential information and key data which served as the basis for confirming service area responsibilities for the City of Eastvale, (2) preparation of fiscally prudent and conservative operating budgets and, (3) identified cost effective, efficient, and innovative methods of providing Public Works, Planning, Building and Safety activities and services transitioned from the County of Riverside. Since incorporation of the City of Eastvale on July 1, 2010, Interwest has created and implemented necessary systems and processes to provide the following services:

- City Engineering
- Development Engineering and Entitlements
- Transportation Planning
- Traffic Engineering Services
- Building Department Administration
- Building and Safety Code Compliance
- Plan Review and Inspections
- Drainage Engineering
- Geographic Information Systems
- Real Estate Acquisitions Services

City of Ceres

(2010 – Present)

Client Contact: Toby Wells, City Manager. Daryl Jordan, City Engineer

Telephone: 209.538.5675 *Email:* daryl.jordan@ci.ceres.ca.us, toby.wells@ci.ceres.ca.us

Interwest Consulting Group currently provides professional staff augmentation to the City of Ceres Engineering Department under an on-call contract. Interwest provides general oversight of the federal/state funded Capital Improvement Projects (CIP) and comprehensive funding strategies to secure and successfully deliver state and federal projects. From grant writing to capital project management, Interwest provides a multitude of services as an extension to the City's Engineering and Public Works Department. Specific tasks include:

- General oversight of state/federal funded projects including transportation funding strategies, shortfalls, programming and information
- Technical assistance with project delivery issues of federally funded projects including coordination/collaboration with Caltrans and StanCOG staff
- Informing the City of any grant opportunities for capital projects; securing and delivering grant applications, and grant administration when awarded

- State/Federal funding paperwork submittals for Authorization and Allocation to Caltrans District 10 Local Assistance and California Transportation Commission (CTC), including the preparation of forms/reports and compliance with state/federal procedures
- In compliance with Caltrans and CTC guidelines for state/federal funded projects, prepare and/or coordinate reporting for CEQA/NEPA approval, Preliminary Environmental Studies, Right of Way Certification, Utility Relocation, Disadvantage Business Enterprise review and calculation, Request for Authorization, Request for Allocation, Reimbursement Invoicing, Final Reporting, Contract Procurement for design and construction, and Construction Administration
- Provide assistance and reporting requirements as needed for budgeting and financial/auditing, and offer general technical assistance to engineering/public works staff on CIP projects
- Develop and implement Capital Project Tracking and Project Management Tools to successfully monitor project delivery, project files, budget monitoring, State/Federal reimbursement and project reporting.

City of Wildomar
(2008 – Present)

Client Contact: Gary Nordquist, City Manager

Telephone: 951.677.7751 *Email:* gnordquist@cityofwildomar.org

Prior to incorporation, on July 1, 2008, Interwest Consulting Group worked on initiatives to gather essential information and data which served as the basis for confirming service area responsibilities for the City of Wildomar. We prepared fiscally prudent and conservative operating budgets and identified cost effective and innovative processes for providing public works, planning, building and safety activities and services transitioned from the County of Riverside.

Since incorporation of the City of Wildomar on July 1, 2008, Interwest and processes to provide the following services:

- City Engineering
- Development Engineering and Entitlements
- Transportation Planning
- Public Works Inspection
- Traffic Engineering Services
- Building Department Administration
- Building and Safety Code Compliance
- Building Plan Review and Inspections
- Code Enforcement
- Drainage Engineering
- Geographic Information Systems
- Information Technology
- Real Estate Acquisitions Services
- Grant Writing Services

City of Pomona

(2009 – Present)

Client Contact: Linda Lowry, City Manager

Telephone: 909.620.2051 *Email:* llowry@ci.pomona.ca.us

Interwest Consulting Group began serving the City of Pomona [population 160,000] in September 2009. Traditionally a full service city, Pomona examined a number of cost saving strategies including contracting for services that had historically been provided by in-house staff. Interwest Consulting Group successfully transitioned all building and safety services from the city's in-house staff and implemented new, streamlined processes and procedures. The change resulted in a higher level of service for the city's customers at a significant cost savings to the city. We currently provide the following on–site services:

- Building Official
- Building Plan Review
- Building and Safety Inspections
- Permit Technician
- Housing Abatement Enforcement
- Front Counter Support
- Administrative Services
- Construction Management

Sample Projects by Business Line

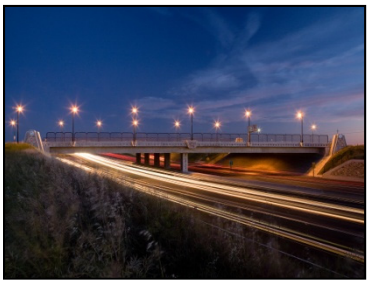
Below are sample projects organized by business line, provided in order to showcase the depth of experience and the full range of services we can provide in each of our disciplines.

Public Works

Sheldon Road | State Route 99 Interchange Reconstruction Project

City of Elk Grove, CA





The Sheldon Road / State Route 99 Interchange Reconstruction Project consisted of replacing the existing two-lane interchange with a six-lane facility, widening & realigning the on and off-ramps, realigning East and West Stockton Boulevards, & widening Sheldon Road to six lanes with a landscaped median, curb, gutter, sidewalks, streetlights, & roadside landscaping. The new interchange accommodates thousands of motorists traveling on State Route 99 daily. A park-and-ride-lot was also a component of this project. Interwest provided engineering, CIP management, real estate and grant writing services to facilitate this $79,000,000 project's smooth & successful completion.

This project involved several complex acquisitions and numerous relocations involving both residential & commercial properties. Interwest's real estate staff served as agency staff to the City of Elk Grove on this project a& played a key role in managing the right-of-way acquisition process. Our team worked hand-in-hand with the City of Sacramento to successfully negotiate property rights outside jurisdiction of the City of Elk Grove. Interwest also provided oversight of design consultants, traffic engineering, project management, & federal funding assistance.

Interwest secured and facilitated over $19 million of grants on this project. This project also had multiple federal, state, and local funding sources. It had three federal earmarks, Measure A bond financing, RSTP, TCRP, and development impact fee funding. This required extensive federal/state funds tracking, Cooperative Agreement with the State, Caltrans Encroachment Permitting, and related Maintenance Agreements.

Benefits to the Elk Grove Community include:

- Improved traffic flow and operation on State Route 99 and Sheldon on and off-ramps
- Accommodates future traffic demands with the ability to reconfigure from 6 to 8 lanes
- Provides more efficient access between State Route 99 and Sheldon Road
- Facilitates bicycle and pedestrian mobility and enhanced safety with dedicated bicycle/pedestrian paths and crosswalks

- Promotes increased regional transportation options with access to improved park-and-ride lot facility and public transportation

Safe Routes to School Sidewalks Improvement Projects

City of Wildomar, CA



Interwest was responsible for the design and management of three separate sidewalk and roadway improvement projects for the City of Wildomar. Improvements included new sidewalks, ADA accessible ramps, curb and gutter, and roadway widening along selected routes to each school. The projects were funded by State Safe Routes to School Grants and local bicycle and pedestrian safety grants (TDA). The funding for these projects were competitive grants Interwest prepared, submitted and the City was successfully awarded.

Americans with Disabilities Act (ADA) Transition Plan

City of Bell, California





Interwest implemented a self-evaluation of the City's program and developed a transition plan that complied with the regulations under 28 CFR Part 35.150(d) that set forth the steps necessary to ensure compliance with the ADA & its implementing regulations. The project included the assessment and identification of barriers to programs & services & the compilation of a Transition Plan for City's public rights-of-way (streets, intersections, ramps & sidewalks, etc.), & program services. Barriers were mapped into GIS to allow staff to monitor, plan & track future improvements to meet ADA requirements.

Timberline Road – Drake to Prospect Corridor

City of Fort Collins, CO



Interwest provided the roadway design of approximately 1.5 miles of 6-Lane Arterial Street between Drake Road and Prospect Road in Fort Collins. This project included layout for the widening of the Spring Creek Bridge, the realignment of the Spring Creek Trail, coordination between three adjacent properties that were also being developed during the project's design, a railroad crossing, FEMA floodplain and a Special Improvement District. Additionally, the project involved the integration of multiple existing and proposed drainage systems along the corridor, and coordination with adjacent property owners, developers, utility providers and irrigation ditch companies.

The Interwest-lead design team incorporated subconsultants which prepared the topographic survey and all legal descriptions for the right of way and easements on the route, the structural engineering

design for the widening of the bridge in coordination with the floodplain modeler and Interwest, photo renderings of the future improvements adjacent to the historic features, and all landscape design.

Washington Place & Sawtelle Boulevard Resurfacing Project

City of Culver City, CA



This project consisted of the removal of 2" of existing Asphalt Concrete Pavement and an overlay with 2" of new Rubberized Asphalt along Washington Place between Frances Avenue and Rosabell Street, and along Sawtelle Boulevard between Braddock Drive and Culver Boulevard. It also included the reconstruction of existing non-conforming curb ramps to meet current Federal accessibility requirements, the installation of new traffic loops with bicycle detection, and restriping along Washington Place between Grand View Boulevard and Zanja Street to accommodate new bike lanes.

Our Construction Manager and Inspector understood that the project site's high-traffic location would require special attention to traffic control, public safety, and effective communication with businesses and motorists. With our employees' experience and knowledge of completing multiple handicap ramp and street scape projects, we assisted the City and contractor in designing the traffic control phasing plan and its implementation for the street improvements. The Construction Manager closely monitored the project schedule and budget to ensure timely and cost-effective results. Our inspector checked for proper PCC concrete pavement, proper removals and replacement of PCC as well as street dig outs. Our knowledge of ADA slope and cross fall requirements in handicap ramp construction ensured that all work products were in strict compliance.

As the project progressed, our inspectors collaborated with the contractor and remained available to perform special hours and night work as necessary. Our construction inspector identified issues that the planned striping on Washington Place would present to merging traffic. His catch led the team to review and modify their approach so that the resultant striping was safe and motorist-friendly.

Since the project was federally funded, our construction inspector also provided and conducted the required labor compliance interviews and reviewed the certified payroll by comparison to the federal wage rates. Because we are very familiar with Federal guidelines, we required that material certifications, such as re-bar reinforcement Mill certs, were provided prior to the start of the project. Furthermore, we made certain that all project documentation was provided for reimbursement of funds.

Woodward Technology Campus

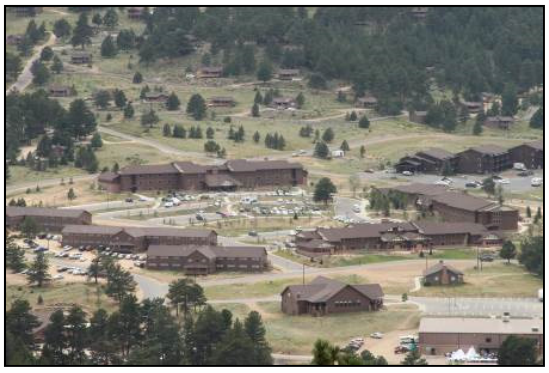
City of Fort Collins, CO



Interwest prepared master plan and final construction documents for the site, utility, grading, drainage and erosion control for a new high-profile, $250,000,000 manufacturing and office facility campus on an approximately 120-acre site in Fort Collins. Highlights of this project include innovative low impact development stormwater management systems, preservation of historic structures, and significant community outreach. Construction plans also included the design for improvements to two adjacent roadways involving the addition of curb, gutter and sidewalk, median modifications, and commercial entrances to the project site. Additionally, the Interwest Consulting team worked with the City of Fort Collins' Natural Areas Department to develop what is now known as the Homestead Natural Area, adjacent to the Woodward Campus, which winds along the Poudre River and provides access to trails and open space.

YMCA Center of the Rockies (LEED-Gold)

City of Estes Park, Colorado



This was a campus revitalization project for a 900+ acre site in Estes Park. The project included the design of several miles of new roadways, utility and parking infrastructure to support the construction of three large residential buildings and a large expansion of the conference facilities. Detailed site grading and drainage design was required to balance the need for accessibility and the steep grades found on this mountainous property.

City Planning

COSTCO - GOODMAN COMMERCE CENTER



Location: Approximately 16 acres of the Goodman Commerce Center Specific Plan located at the southeast corner of Hamner Avenue and Cantu-Galleano Ranch Road, Eastvale, CA
Start and Completion Dates: August 2016 to November 2016
Approved by: Planning Commission
Entitlement Request:

Major Development Review – development of a retail warehouse building, tire store, gasoline fueling station and car wash totaling approximately 3 million square feet and associated improvements

Conditional Use Permits (3) – conditional use permits included tire store operations, fueling station operations and alcohol sales

CEQA: Goodman Commerce Center Environmental Impact Report
Staff Involvement: Proposed staff, working as City staff, processed this application for a new Costco store. According to Costco, the review process was the fastest ever for a Costco store, exceeding their expectations while maintaining the City's desired standard of quality for new development. The store is currently (February 2018) under construction and scheduled to open June 30, 2018.

GOODMAN COMMERCE CENTER BUSINESS PARK



Location: Approximately 24 acres of the Goodman Commerce Center Specific Plan located at the northeast corner of Hamner Avenue and Bellegrave Avenue, Eastvale, CA
Start and Completion Dates: May 2015 to August 2015
Approved by: Planning Commission
Entitlement Request:

- **Major Development Review** – development of an eight-building business park totaling 192,875 square feet and associated improvements, and two water quality detention basins on approximately 24 acres
- **Tentative Parcel Map** – subdivision of the site into six business park lots ranging in size from 1.4 acres to 5.6 acres and two detention basin lots
- **Tentative Parcel Map** – subdivision of the multi-tenant buildings along Hamner Avenue to create 19 condominium units and one common lot

CEQA: Goodman Commerce Center Environmental Impact Report
Staff Involvement: Proposed staff performed all review of the project, including managing the CEQA process, working as contract staff for the City of Eastvale. Our staff remains involved in the project, processing and managing additional detailed developments within the project.

SENDERO PLANNED RESIDENTIAL DEVELOPMENT



Location: Approximately 44-acre site located on the northwest corner of Limonite Avenue and Harrison Avenue, Eastvale, CA

Start and Completion Dates: May 2014 to June 2015

Approved by: City Council

Entitlement Request:

- **General Plan Amendment** – change the land use designation from Medium Density Residential (MDR) of 2.1 to 5 dwelling units per acre to Medium High Density Residential (MHDR) of 5.1 to 8 dwelling units per acre
- **Change of Zone** – from Single Family Residential (R-1) to Planned Residential Development (PRD) to create site-specific development standards
- **Planned Residential Development (PRD)** – standards for zoning, architectural, and landscape for the development
- **Tentative Tract Map** – subdivision of the site into 323 parcels for single-family detached homes and 14 lettered parcels for open space and water quality basins

CEQA: Mitigated Negative Declaration

Staff Involvement: Proposed staff performed all review of the project, including managing the CEQA process, working as contract staff for the City of Eastvale. Our staff remains involved in the project, processing and managing additional detailed developments within the project.

Long Range Planning Projects

EASTVALE GENERAL PLAN

Creation of the City's first General Plan after incorporation in October 2010. The new General Plan represented a significant overhaul of the plan inherited by the City from the County of Riverside upon incorporation, and included several new chapters on Economic Development, Community Health, and Sustainability. The entire General Plan process was completed for approximately 1/10th the originally budgeted amount, due to several fiscal constraints imposed on the City by the elimination of Vehicle License Fee funds by the State of California.

Start and Completion Dates: July 2011 to May 2012

Location: City of Eastvale

Staff Involvement: Proposed staff drafted and managed the project. Eric Norris managed the preparation of the General Plan, which was completed on time and under budget. He also wrote a substantial portion of the Plan.

CALIMESA GENERAL PLAN

First comprehensive update of the Calimesa in more than 20 years. The updated, funded by the Strategic Growth Council of the California Department of Conservation, was originally intended to include a revision of only some of the chapters of the General Plan. Working creatively with staff at the Strategic Growth Council, the scope was expanded to include an update to the entire General Plan as well as an update of the Calimesa Zoning Code and several additional projects, all completed on schedule and under the original budget. The Calimesa General Plan was recognized by the Strategic Growth Council as an exemplary use of public funds.

Start and Completion Dates: July 2013 to May 2014

Location: City of Eastvale

Building & Safety

UC Merced - 2020 Campus Expansion Project

University of California, Merced, CA



In January 2016, Interwest was selected to provide Plan Review and Inspection services for the University's $1.3 Billion 2020 Campus Expansion Project. This project is spread over 790,000 square feet distributed over 12 separate buildings and will provide significant amounts of new teaching and research facilities, housing, athletics and support space for UC Merced. The ultimate result will be a vibrant, collaborative and sustainable campus that can accommodate 10,000 students.

Project highlights will include:

- Adopt an aggressive construction schedule that results in substantial completion by 2020 with approximately 790, 000 assignable square feet
- Provide mixed-use facilities that allow for interdisciplinary scholarly activities and result in a unique, dynamic, and inspiring environment for students, faculty, and staff
- 1,700 beds of Student Housing
- LEED Gold minimum - "Triple Net Zero" goal (zero net energy usage, zero landfill waste and zero net greenhouse gas emissions by 2020). The campus has been recognized by the U.S. Green Building Council as one of the greenest in the nation.
- Recreation, dining and student life amenities including an NCAA-II class competition pool and competition field

As of July 2016, the project reached a new milestone and selected Plenary Properties Merced to direct this project. The new construction will nearly double the physical capacity over the next four years with an anticipated completion date of fall 2020.

Newport Beach Civic Center Project

City of Newport Beach, CA



Interwest Consulting Group provided plan review services for the structural, fire & life safety, electrical, plumbing, mechanical, and fire portions of the project. Interwest also provided complete onsite inspection services.

This $130 million project consisted of: a 103,000 square foot, two story City Hall Office Building, a 25,850 square foot, one story City Hall Assembly Building, a 67,370 square foot, two story addition to an existing Library, and a 155,000 square foot, three story Parking Structure. Also included in the project is a 16-acre park containing numerous retaining walls, pedestrian bridges and a pedestrian bridge connecting two portions of the park. The City Hall Office Building is characterized by waved roofs to simulate ocean waves. The Council Chambers Building is characterized by a cloth sail to simulate a ships sail.

The City Hall Office Building, City Hall Assembly Building, the Council Chambers Building and the Library Expansion are constructed of structural steel supporting steel decking with concrete fill at the second floor levels and steel decking at the roof level. The lateral force resisting system for the City Hall Office Building and the City Hall Assembly Building incorporate buckling restrained braced frames to resist lateral seismic loads. The Parking Structure is constructed of poured-in-place concrete columns supported post-tensioned concrete floor slabs. The lateral force resisting system for the Parking Structure consists of concrete shear walls.

Downtown Plaza Tower

City of Sacramento, CA



This 634,357 s.f. project is a 16-story mixed-use tower located adjacent to the new Sacramento Kings arena and is a significant component of the new Downtown Plaza. This reinforced concrete tower includes two levels of subterranean parking. The first three levels include retail space, restaurant space, hotel lobbies, conference rooms, ballrooms, a pool deck and back-of-house spaces. Level 4 will comprise office space. Levels 5 through 10 will be hotel space, and Level 11 through 16 will comprise the residential (R2) space.

Interwest provided complete plan review services, such as life safety, structural, MEP, access compliance, energy compliance, and CALGreen compliance, for this project on behalf of the City of Sacramento. Our staff has successfully assisted the City, the design team and the Owner to implement and execute a very aggressive phased permitting schedule, allowing this significant and complicated project to move quickly into construction well in advance of a complete design package. This project began in December 2014 and is still in progress with a projected cost of $86.7 million.

Las Vegas City Center

City of Las Vegas, NV



Interwest Consulting Group provided life safety and structural plan review services for the project. Life safety plan review services included review of master exiting plans for buildings utilizing elaborate smoke control systems, review of tenant improvements for a variety of uses and occupancies, and plan review for compliance with physical access requirements. Our structural plan review services included review of various structural elements including buildings, parking structures, and deferred approval items such as curtain walls, elevator hoist way guide rails and equipment, multistory exit enclosure stairs, as well as review of structural modifications resulting from design changes before and during construction.

Located in Nevada on the Las Vegas strip, the City Center development is one of the largest privately funded development projects in the United States. Contained within its 22 million square feet of space are six high-rise buildings ranging from 36 to 65 stories in height, three monorail transit stations, a 225,000 s.f. convention center, a 500,000 s.f. covered mall, 70,000 s.f. of spa, a 2,000 seat theatre, a performing arts center, 900,000 s.f. of area for back of house operations, a fire station, a power plant and five massive aboveground parking structures as well as an extensive underground parking garage.

Four glass-clad skyscrapers are arranged on the site in a half circle highlighting the twin Veer towers which serve as the resorts centerpiece. All of the towers are connected by the underground parking area and connected above grade by the ultra-modern Crystals mall. In addition to the buildings the project also includes the construction of three tram stations, several pedestrian bridges, and acres of pools.

Additionally, during the three year construction process, Interwest provided specialized structural plan review services at the project site entailing the review of proposed corrections to identified structural issues for compliance with structural building codes. Interwest provided a structural engineer on-site to review all structural revisions, change orders, requests for information and non-compliance report corrections. The goal of the on-site review was to expedite the plan review and approval process and to ensure that construction continued at a rapid pace. Interwest's on-site structural engineer worked closely with the project engineering design teams in a collaborative effort to resolve construction related issues as quickly and efficiently as possible while maintaining a high level of integrity and quality in the structural design of the building structures. Interwest's in facility services are credited with helping to keep this unique fast pace project on track. The estimated construction cost for the City Center project is approximately $11 billion.

Entertainment Sports Complex

City of Sacramento, CA



This project consists of the development and construction of a $530 million new mixed-use arena and surrounding district improvements. The Entertainment Sports Complex is 747,924 square feet, located in downtown Sacramento, and will be designed to meet or exceed the current standards required for an NBA facility as well as other programmatic uses consistent with major multipurpose event center facilities. This will be a first class, state-of-the-art, LEED-certified, multipurpose facility that will also host and present world class, large scale live entertainment events along with a broad range of commercial, community and cultural activities. The Sports Complex will include a practice and training facility for the Kings.

The site currently includes two levels of below-street level parking. It is the intention to utilize some of these areas in their current or modified condition. The Arena will be constructed with the lower bowl tier below street level, which will require partial demolition of the parking levels. The water table is close to street level and so the elevation of the basketball court will be some distance below the mean water table elevation. The plaza will consist of a new structure that will interface with existing areas of suspended slab.

The development will incorporate significant energy efficiency and occupant comfort components. In order to achieve a successful design it will therefore be important to maintain close coordination between the Structural, MEP and High Performance Buildings consultants retained for the Project design. Services provided for this project include energy compliance and commissioning plan review and consulting.

FairPlex Conference Center

City of Pomona, CA

Interwest Consulting Group provided building inspection services on the FairPlex Conference Center, the City's first LEED Silver engineered project. The FairPlex Conference Center is an 85,000 square foot, state-of-the-art building featuring the latest in construction styles and technology features with an eco-friendly balance. Understanding the importance of this project, we dedicated seasoned inspectors who collaboratively worked with a half dozen deputy inspectors and maintained a weekly inspection schedule, plus weekend inspections, as needed to keep the project on schedule.



The project presented some unique challenges due to the incorporation of the new construction with an existing Depression-era historical building. This required that all adjoining parts of the Exhibit Hall, including electrical and plumbing, conform to rigorous Fire Rating Standards.

California Offices of the Courts - Courthouse Projects

Judicial Council of California, CA

Interwest Consulting Group has experience providing plan review and inspection services to the California Offices of the Courts. Many of the projects plan reviewed utilize an electronic plan review process. Our staff has provided an accessibility review for the Amador County Court House. This review consisted of visiting the site to determine that the renovation that was under construction, complied with the accessibility provisions of the 2001 California Building Code. We provide a written document identifying all deficiencies. Interwest's plans examiners then worked closely with the project designers to resolve all issues that were not in compliance with the code. In addition, we have provided plan review to many courthouses including those in Santa Clara, Stockton, Woodland, Chico, Porterville, Redding, Madera and San Diego.

Santa Clara County Justice Center



This project is an eight-story with basement courthouse structure with Groups A-2, A-3, I-3, S-1 and S-2 occupancy classifications and Type IA fully sprinklered construction. The total area of the courthouse building is 233,695 square feet. The courthouse building consists of a structural steel frame with exterior curtain wall. The courthouse building contains court rooms, jury chambers, judicial chambers, administrative office spaces, sallyports for security and other associated facilities. The estimated construction cost for this project is $600,000,000.

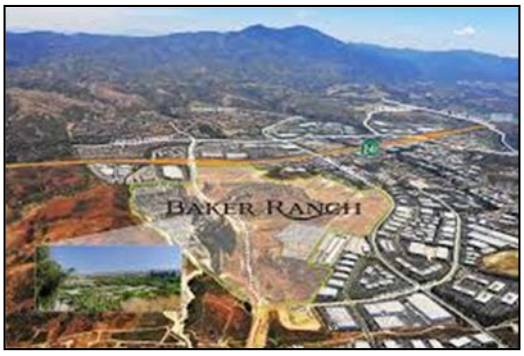
Madera Courthouse & Parking Structure



This project for the California Administrative Office of the Courts is a four-story, 115,800 s.f. courthouse structure with a basement and 350 car, reinforced concrete parking structure. The courthouse building and parking structure utilize a cast in place reinforced concrete framing system. The foundations for both buildings consist of mat foundations. The lateral force resisting system for both structures is comprised of concrete shear walls. The courthouse building contains court rooms, jury chambers, judicial chambers, administrative office spaces, sallyports for security and other associated facilities. The exterior curtain wall for the courthouse building will consist of light gauge steel stud framing supporting masonry veneer and metal siding. The estimated construction cost for this project is $85,000,000.

Baker Ranch

City of Lake Forest, CA

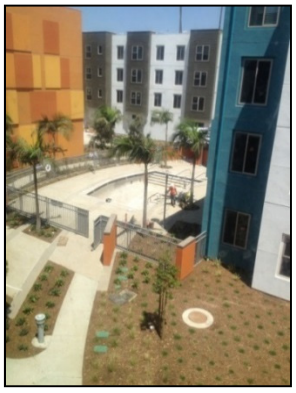


Baker Ranch is currently the City's largest scale residential development, including approximately 2,379 single-and multi-family homes with varying floor plans. The development offers several amenities including private recreational centers complete with swimming pools and neighborhood parks with a baseball field and a full basketball court. It also contains 10 community parks totaling 33.44 acres.

Since the project's conception in 2012, our staff has been involved in engineering and building plan review, permit processing, and inspection. The commencement of construction on this large-scale development caused a significant increase in demand for inspections. Anticipating this, our team collaborated with EnerGov staff to create eLakeForest, a portal that allows contractors to schedule their inspections online. Interwest also brought on an additional inspector to help the City address the workload. This addition is exemplary of Interwest's commitment to adjusting service levels to maintain adequate staffing on a case-by-case basis.

Western University Campus

City of Pomona, CA



Interwest staff has provided plan review and inspection services on the Western University Campus since 2010. As part of a growing campus Interwest provided plan review and inspection for many tenant improvements (TI) which included the 2nd Floor Administration Offices & Testing, Patient Care Center, Health Building, Student Housing Building and a 300,000 square-foot residential, assembly, and offices.

Western University's $10 million, 133,000 square foot mixed-use project for student housing and administration offices began construction in the spring of 2013. The university set an aggressive completion date for the contractor to be finished and occupied for the 2014 fall semester.

The contractor met with Interwest staff to discuss their dilemma and concerns that such an aggressive time schedule placed by the university in all probability could not be met. The main contributing factor the schedule possibly not be met was due to an extremely congested area where the building was proposed to be built. Logistics in moving material and construction crews was going to be critical. Over the course of about a month of meetings with the general contractor, Interwest began the process of developing an inspection schedule that would help the contractor achieve completion of the project within the deadlines of the owner without compromising fire and life safety of the students that will ultimately reside in the building. **The project was completed in July 2014, thirty days ahead of schedule** and in time for occupancy of the building for the fall semester.

Interwest's experience within the fields of Construction Management, Engineering and Building & Safety has been the road to successfully partnering with the construction community to deliver quality projects that are completed on time, deliver quality construction to the owner, a safe environment for the end user and, in this case, approximately 450 students and school administrators.

Real Estate

BART Silicon Valley Berryessa Extension Project

Santa Clara Valley Transportation Authority



Interwest is currently under contract with Santa Clara Valley Transportation Authority to manage the ROW Acquisition process for the BART Silicon Valley Berryessa Extension Project, currently one of the largest public projects in the Bay Area. The Project involves the first phase of the BART Silicon Valley Program, which consists of a 10-mile, two-station extension of the regional BART System, beginning in Fremont at the future BART Warm Springs Station and proceeding through Milpitas and temporarily ending in the Berryessa area of north San Jose. The Project requires over 100 property acquisitions and over 40 business relocations. Most of the acquisitions are from private property owners. However, there are also a significant number of proposed acquisitions from cities, water districts and Union Pacific Railroad. The Project also requires numerous utility relocations for electrical, water, sewer, and gas. Our team provides project management, acquisition, document control, and title services.

Interwest continues to provide the Santa Clara VTA with Real Estate Project Management, Project Initiation, Planning and Coordination, Condemnation Support, and Acquisition services.

Drum-Grass Valley-Weimar Project - Acquisition of 337 Utility Easements

Pacific Gas & Electric Company

Interwest real estate staff recently completed a project involving negotiations with over 300 property owners in the Sierra communities where Pacific Gas and Electric company was seeking to modify easement rights dating back to the late 1800's. This successful pilot project provided enhanced easement rights for PGE to maintain their 60kv transmission facility suffering from a history of outages, primarily due to vegetation related issues interfering with the power lines. Many stretches of the PGE facility are heavily overgrown, making maintenance difficult and increasing the possibility of catastrophic fires. The project goals are to clear brush, trim and/or remove trees along the pole line as well as modify existing easement rights to conform to current modern standards.

The Project limits included impacts to rural residences, a mix of publicly owned parcels as well as a few commercial and multi-family land uses. This area is in a mountainous region where people value living in the forest and believe the trees and vegetation to be intrinsic to the value of their property. This posed challenging negotiations when property owners do not want trees removed and the current easement rights has not been enforced and maintained adequately.

Interwest was highly involved at the early implementation stages of the Project and worked closely with PG&E staff on the approach with interacting with property owners, data tracking, and modification of easement language, to coordination meetings with the vegetation management representative. In

addition to the above Interwest also developed a valuation methodology to provide fair offers to property owners, and worked extensively with each property owner to reach negotiated settlements.

This PGE Project is highlighted as part of our work experience to demonstrate similar work the District may have encountered as part of their mission to maintain the sewer lines where similar vegetation related issues may arise.

Real Property Services

City of Elk Grove, CA

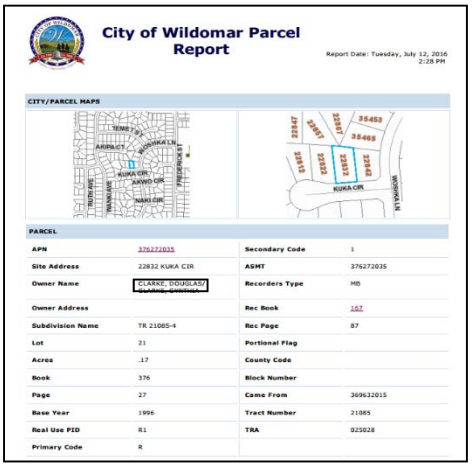


For the past eleven years, Interwest has provided Real Estate Services to the City of Elk Grove, acting as contract staff and serving as Real Estate Manager and Real Property Agents. In addition to supporting the City's Public Works Department and delivery of its Capital Improvement Program, Interwest staff interfaces with City Legal Counsel and City Management on all Real Estate matters, including regular presentations to the City Council in both open and closed sessions. In addition to typical day-to-day activities, our Professional Real Estate staff has performed a number of specialized Real Estate tasks for the City of Elk Grove. These activities include: Sale of Surplus Property, Lease Negotiations, Acquisition of City Facilities, Purchase of Tax-Defaulted Properties, Acquisition of Mitigation Lands, Land Secured Financing, Real Estate Cost Estimating and Budgeting, Identifying City Assets for Insurance Purposes and Securing Utility Coordination and Agreements. Interwest also maintains a close working relationship with the City Attorney on all matters, including eminent domain. Interwest has successfully supported a multitude of projects for the City, including the Sheldon Road and Grant Line Road/SR-99 Interchange Projects, the Grant Line Road Widening Project, the Elk Grove Creek Trail Crossing Project (APWA Project of the Year Award), the Sale of Surplus Property at Sheldon Road/SR-99 Interchange, Acquisition of private lands for the Elk Grove Multi-Sport Complex and Acquisition of private lands, with a Business Relocation, for the City's first Special Waste Collection Center.

Information Technology

Custom Web Pages Using Active Server Page Extended Files

City of Wildomar, CA | County of Riverside, CA


City of Wildomar Parcel Report

Report Date: Tuesday, July 12, 2016 2:28 PM

CITY/PARCEL MAPS

PARCEL

APN	376272035	Secondary Code	1
Site Address	22832 KUKA CIR	ASMT	376272035
Owner Name	CLARKE, DOUGLAS/	Recorders Type	MB
Owner Address		Rec Book	167
Subdivision Name	TR 21085-4	Rec Page	87
Lot	21	Portional Flag	
Acres	.17	County Code	
Book	376	Block Number	
Page	27	Came From	369632015
Base Year	1996	Tract Number	21085
Real Use PID	R1	TRA	025028
Primary Code	R		

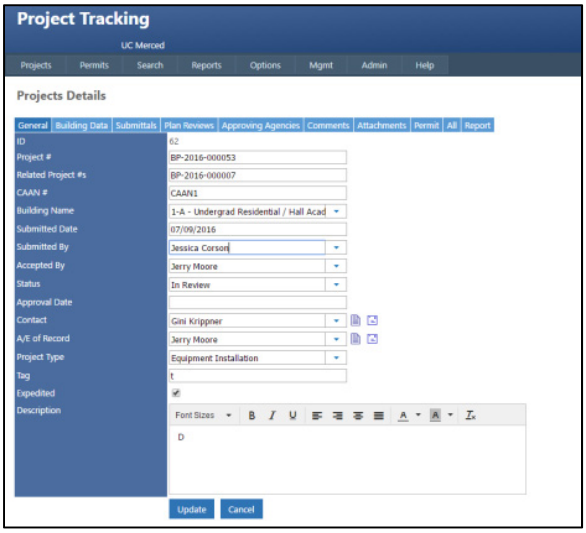
Using Active Server Page Extended Files, Interwest IT is able to extend the ability to view and edit spatial data without a map. Data can be pulled from the ArcGIS Rest End Point or directly from SQL Server into a webpage for users to view as a report or edit specific fields.

Interwest IT created parcel reports for the City of Wildomar and Riverside County so that they would have the ability to pull data from the parcel such as lot size, owner name, and APN as well as info from related spatial data such as the parcel zoning and flood hazard status into one comprehensive report. Having a parcel report that pulls all

the details from a parcel into one place, allows the counter staff to quickly answer citizen and developer questions without needing to turn on multiple layers or cycle through multiple pop-ups.

Plan Review Custom Software Application

University of California, Merced, CA



UC Merced's enrollment increased significantly from 875 students in 2005 to more than 6,250 students in 2015 and existing buildings were rapidly reaching capacity. To address this, the University developed a 2020 Project intended to create a master planned development to increase capacity to 10,000 students by the 2020 - 2021 academic year. An undertaking of this size requires a system to track plan reviews and permits efficiently and automate the process of moving a plan through the stages of review to the issuing of a permit.

Interwest designed a cloud based solution with a SQL Server back-end and mobile friendly web interface to automate the plan review tracking process. Our team developed a customizable web application with configurable reporting that integrates with the University's 3rd party applications. Staff enters details about the project, the project is routed to various people for review, and once all reviews are complete, the software issues a permit that can be printed. The application stores all important documents pertaining to the plans and eventual permit on one place and allows management to define reporting parameters to meet their needs such as: view all permits for specific buildings, all plans under review, or all open plan reviews by approving agency.

Rental Inspection Program

City of Covina, CA



Interwest developed a Rental Inspection Program for the City of Covina that won the Helen Putnam Award for Excellence in 2014. With the help of our GIS Team, an easy to use pass/fail check system was developed to allow inspectors to collect data in the field via mobile tablets and upload it live into the existing GIS database. The inspectors were able to address the more than 2,100 pending homes in less than two weeks and for considerably less money than the City had budgeted.

Geographic Information Systems





Drought Response and Water Conservation

City of Elk Grove, CA

The City of Elk Grove's citizens are served by multiple water purveyors. Each agency is responsible for determining rationing and restrictions of its customers as California faces the most severe drought in recorded history. The City created a web page to help citizens determine which agency services their home and their home's permitted watering days and times.

Interwest's GIS team assisted this effort by creating a web map for citizens to determine which agency services their home. In addition to the webmap, Interwest created a widget for the webpage that allows a citizen to look up their address and determine their watering restrictions. Addresses auto-fill as the citizen types, the citizen selects the appropriate address and searches.

The widget accesses the rest end point of the ArcGIS Online hosted feature service to display restrictions based on the water purveyor servicing that address and the even/odd address number of the parcel.

StreetSaver Project

City of Wildomar, CA

StreetSaver is a pavement management software application with tools for budgeting and coordinating maintenance efforts. Street Saver can project condition ratings and degradation over time, so agencies can make plans over the next 5 years regarding which roads need maintenance. It has tools for budgeting the repairs, tracking the type of road rehabilitation that is needed and allows the agencies to coordinate repairs geographically to save time servicing one geographic region at a time.

For the City of Wildomar, we started with the county's roads file, uploaded it to Street Saver and started from scratch. Interwest's team added the streets to the database, field crews of city maintenance staff went into the field with maps to check the conditions of the streets and report their conditions back to the GIS team who then updated the Street Saver database. Interwest's GIS team worked with DevMecca, the creators of Street Saver, in a beta program to provide improvement feedback. Several of the suggestions provided by the GIS team were added to the application to benefit all users.

After the entire city's network of streets was added to the Street Saver database, the GIS team exported the data to a shapefile to facilitate map creation. After entry of field data by engineers into StreetSaver, GIS segments are matched to the StreetSaver database. The project manager can then run reports to determine the planned rehab based on pavement condition values. The GIS team extracted the shapefile to bring it into Esri's ArcMap and created various maps showing the pavement condition of all of the streets and which streets would be upgraded in each fiscal year for the next 5 years.

Billing Rates

The rates displayed in the fee schedule below reflect Interwest's current fees. Hourly rates are typically reviewed yearly on July 1 and may be subject to revision unless under specific contract obligations. In addition, there is no charge for shipping, supply, or material costs.

INTERWEST CONSULTING GROUP

CLASSIFICATION	HOURLY BILLING RATE
Engineering	
Principal in Charge	$175
Project Manager	160
Traffic Engineer	160
Supervising Engineer	150
Senior Engineer	140
Engineering Associate III	125
Engineering Associate II	115
Engineering Associate I	105
Engineering Technician III	95
Engineering Technician II	85
Engineering Technician I	75
Student Trainee	30
Grading Plans Examiner	120
Building & Safety Services	
Certified Building Official	150
Senior Structural Engineer	140
Licensed Plan Review Engineer	140
Senior Plan Review Architect	125
ICC Certified Plans Examiner	100
Senior Plans Examiner	105
CASp	100
Permit Technician	65
Inspector III	95
Inspector II	85
Inspector I	75
Code Enforcement Officer	80
Fire Protection Engineer	145
Fire Marshal	110
ICC Fire Plans Examiner	100
ICC Fire Inspector	100
Construction Management	
Construction Manager	145
Assistant Construction Manager	130
Supervising Public Works Observer	135
Senior Public Works Observer	125
Public Works Observer III	120
Public Works Observer II	115
Public Works Observer I	105

Real Estate

Principal Oversight 185
Real Estate Property Manager 160
Senior Real Property Agent 135
Real Property Agent 110
Real Estate Technician 95
Senior Administrative 75

Geographic Information Systems

GIS Project Manager 135
Database Administrator 125
Senior GIS Analyst 120
GIS Analyst 95
GIS Technician 70

Information Technology

IT Project Manager 135
Network Engineer 125
IT Senior Analyst – Project Manager 125
IT Analyst 100
IT Technician 70

Planning Services

Planning Manager 160
Principal Planner 135
Senior Planner 130
Associate Project Planner 115
Assistant Planner 95
Supervising Transportation Planner 130
Senior Transportation Planner 120
Associate Transportation Planner III 110
Associate Transportation Planner II 100
Associate Transportation Planner I 90

Administrative

Management Analyst II 90
Management Analyst I 80
Senior Administrative 70
Administrative III 65
Administrative II 60
Administrative I 55

Billing Rates

The rates displayed in the fee schedule below reflect Interwest's current fees. Hourly rates are typically reviewed yearly on July 1 and may be subject to revision unless under specific contract obligations. In addition, there is no charge for shipping, supply, or material costs.

INTERWEST CONSULTING GROUP

CLASSIFICATION	HOURLY BILLING RATE
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Project Manager	160
Traffic Engineer	160
Supervising Engineer	150
Senior Engineer	140
Engineering Associate III	125
Engineering Associate II	115
Engineering Associate I	105
Engineering Technician III	95
Engineering Technician II	85
Engineering Technician I	75
Student Trainee	30
Grading Plans Examiner	120
Building & Safety Services	
Certified Building Official	150
Senior Structural Engineer	140
Licensed Plan Review Engineer	140
Senior Plan Review Architect	125
ICC Certified Plans Examiner	100
Senior Plans Examiner	105
CASp	100
Permit Technician	65
Inspector III	95
Inspector II	85
Inspector I	75
Code Enforcement Officer	80
Fire Protection Engineer	145
Fire Marshal	110
ICC Fire Plans Examiner	100
ICC Fire Inspector	100
Construction Management	
Construction Manager	145
Assistant Construction Manager	130
Supervising Public Works Observer	135
Senior Public Works Observer	125
Public Works Observer III	120
Public Works Observer II	115
Public Works Observer I	105

Real Estate

Principal Oversight	185
Real Estate Property Manager	160
Senior Real Property Agent	135
Real Property Agent	110
Real Estate Technician	95
Senior Administrative	75

Geographic Information Systems

GIS Project Manager	135
Database Administrator	125
Senior GIS Analyst	120
GIS Analyst	95
GIS Technician	70

Information Technology

IT Project Manager	135
Network Engineer	125
IT Senior Analyst – Project Manager	125
IT Analyst	100
IT Technician	70

Planning Services

Planning Manager	160
Principal Planner	135
Senior Planner	130
Associate Project Planner	115
Assistant Planner	95
Supervising Transportation Planner	130
Senior Transportation Planner	120
Associate Transportation Planner III	110
Associate Transportation Planner II	100
Associate Transportation Planner I	90

Administrative

Management Analyst II	90
Management Analyst I	80
Senior Administrative	70
Administrative III	65
Administrative II	60
Administrative I	55

City of Live Oak
Report to City Council

Meeting Date: January 15, 2020

Title: Annual Audited Financial Statements June 30, 2019

Contact Information: (Joe Aguilar, Finance Director)

Location: Citywide

Background: The annual receipt of federal funds (in excess of $500,000) and loan covenants on the water and sewer systems require an annual audit of the City. For the past three years, the City utilizes LSL to perform the audit. LSL has offices in Sacramento and the audit partner Brandon Young from LSL will be present at the City Council meeting to provide a brief verbal presentation. Included in the staff report is an electronic version of the audit commonly referred to as the Comprehensive Annual Financial Statements or CAFR. Also included is an auditor's communication letter to the City Council and a brief report on internal controls.

The annual audit document (CAFR) is quite voluminous and provides an excellent depiction of the City's financial state. The CAFR shows the fund reserves of the General Fund on page 18 totaling $4.6 million (Fund Balance). Page 25 of the CAFR further shows cash reserves for the Sewer Fund at $3.7 million and for the Water Fund at $126,000. These three noted funds compromise 90% of the City's operating activities other than capital projects.

The CAFR annually receives an award of excellence in financial report from GFOA (the national finance director's association). Only a small portion of government agencies in California receipt this distinguished award. Receiving the award requires the audit to have a greater depth of information and broader amount of information and consistent presentation from year to year. At the end of the CAFR, the general public will find several statistical tables covering over ten years of information on the City. Staff suggest that the City Council members acquaint themselves with these tables and statistics.

Fiscal Impacts: No fiscal impact, the City budgets annually for the audit.

Recommendation: Receive verbal comment from the City's audit firm and accept annual audited financial statements.

Attachments:

Audit CAFR
Audit Communication Letter
Audit Report Internal Control

CITY OF LIVE OAK, STATE OF CALIFORNIA

COMPREHENSIVE ANNUAL FINANCIAL REPORT

Fiscal Year Ended June 30, 2019

LIVE OAK
CALIFORNIA

PREPARED BY THE FINANCE DEPARTMENT

CITY OF LIVE OAK, CALIFORNIA

COMPREHENSIVE ANNUAL FINANCIAL REPORT

FISCAL YEAR ENDED JUNE 30, 2019

PREPARED BY THE FINANCE DEPARTMENT

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CITY OF LIVE OAK

COMPREHENSIVE ANNUAL FINANCIAL REPORT

FOR THE FISCAL YEAR ENDED JUNE 30, 2019

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CITY OF LIVE OAK

COMPREHENSIVE ANNUAL FINANCIAL REPORT

FOR THE FISCAL YEAR ENDED JUNE 30, 2019

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LIVE OAK
CALIFORNIA

December 10, 2019

To the Honorable Mayor, City Council and Citizens of Live Oak:

COMPREHENSIVE ANNUAL FINANCIAL REPORT OF THE CITY OF LIVE OAK

We are pleased to present the Comprehensive Annual Financial Report (CAFR) of the City of Live Oak for the fiscal year ended June 30, 2019. Although addressed to the City's governing body and its citizens, the CAFR is intended also to provide relevant financial information to creditors, investors, and other interested parties. This transmittal letter provides a summary of City of Live Oak finances, services, achievements and economic prospects for readers without a technical background. Those wishing a more detailed discussion of the City's financial results should refer to Management's Discussion and Analysis (MD&A) contained in the Financial Section of the CAFR.

Management takes sole responsible for the accuracy of the information contained in this report, the adequacy of its disclosures, and the fairness of its presentation. To provide a reasonable basis for making this representation, the City has established a system of internal controls designed to protect City assets from loss, to identify and record transactions accurately, and to compile the information necessary to produce financial statements in conformity with generally accepted accounting principles.

The City contracted with Lance, Soll & Lunghard, CPAs, a firm of Certified Public Accountants licensed to practice in the State of California, to perform the annual independent audit. The goal of the audit is to obtain reasonable, but not absolute assurance that the financial statements are free of material misstatements and are fairly presented in conformity with the generally accepted accounting principles (GAAP). The City auditors have issued an unmodified opinion that the City's financial statements for fiscal year ended June 30, 2019. This conclusion is the most favorable kind and is presented as the component of the financial section of this report.

REPORTING ENTITY

The City of Live Oak is a growing, rural community located on the Highway 99 corridor 60 miles north of Sacramento at the north end of Sutter County. Incorporated in 1947 and named for the oak forest that once dominated the landscape, Live Oak is rooted strongly in agriculture, surrounded on all sides by bountiful agriculture production including peaches, nuts, rice, and other crops. Live Oak has grown to a population of 8,500 residents and comprises of 3.1 square miles.

The City is a full-service general law city that operates under a Council-Manager form of government. The City's five Council Members are elected at large and serve four year terms. The elections are staggered every two years, with three seats open in one election and two seats open in the next election. The Mayor and Vice-Mayor are elected by the City Council to serve one-year terms. The City Council appoints a City Manager to implement its policies and directives. All of the City departments operate under the supervision of the City Manager.

The City provides a full range of municipal services, including police and fire protection, street and park maintenance, community development, building inspection, code enforcement, recreation programs, finance, grants and general administration. The City also operates a municipal pool, water treatment plant and a new waste water treatment facility.

At one time a major hub for shipping produce, Live Oak is still linked to transportation with both the Union Pacific Railroad tracks and Highway 99 running north and south through the community. The world's smallest mountain range, the Sutter Buttes, is seven miles west of the city providing magnificent views of this natural attraction. The Feather River flows quietly less than two miles to the east.

The Live Oak City Council has responded to recent growth with significant policy accomplishments including adoption of a new 2030 General Plan, new zoning ordinance, building design guidelines, water/sewer/storm drain master plans and a streetscape design master plan for the Highway 99 corridor. Over 300 acres of highway frontage zoned for business growth was annexed in 2011. A state-of-the-art wastewater treatment plant was completed in 2012 ensuring adequate capacity for expected growth. The newly renovated Live Oak Depot, an icon of the community's historic link to the railroad, anchors the downtown core. New renovated parks provide recreational opportunities for Live Oak residents. Live Oak is poised as one of the nicest rural communities in the northern Sacramento Valley.

ECONOMIC CONDITION AND OUTLOOK

Property taxes, sales taxes, general taxes and assessments received by the City's governmental funds for the most recent two years reflect steady improvement. These two recent years restore the City's core revenue base to what it was received in the peak year of FY 2007-08. However, new home construction and commercial expansion remains stagnant in Live Oak and the surrounding area. In time, the City hopes to benefit from the economic growth being experienced in the rest of the State of California.

In recent years, the City has leveraged various grant sources in funding significant public improvements projects including the City's new soccer park, sheriff and fire station rehabilitation and recent expansion of its bike/pedestrian trail system. Such projects add to the existing community assets and provides for new facilities for the betterment of public services being delivered to the City's residents.

SIGNIFICANT EVENTS AND ACCOMPLISHMENTS

Highlights of activities and accomplishments for the fiscal year ended June 30, 2019 include the following:

- Continued construction of the Underground Utility project
- Continued planning and design for the infrastructure improvements at Highway 99 and major crossroads
- Continued construction of the new municipal water well
- Continued construction of the Pennington Road water main project
- Completed construction of the Pennington Road reconstruction project

FINANCIAL INFORMATION

The City's management staff is responsible for establishing and maintaining internal controls that safeguard the assets of the government from loss, theft, or misuse and allow the compilation of adequate accounting data for the preparation of financial statements in conformity with Generally Accepted Accounting Principles (GAAP). Internal controls are designed to provide reasonable, but not absolute, assurance that these objectives are met. The concept of reasonable assurance recognizes that the cost of a control should not exceed its likely benefits and that the evaluation of costs and benefits is subject to management estimates and judgments.

Budgetary Controls

The City maintains budgetary controls to ensure compliance with legal provisions embodied in the annual appropriated budget approved by the City Council. Activities of the majority of the funds are included in the annual appropriated budget. In administering the budget, the City Manager shall have the authority to provide each department with sufficient funding to meet its needs so long as a decision to vary from approved appropriations does not exceed, except in the case of emergencies, the total resources estimated to be available to the affected municipal fund at the time of the decision. If necessary, staff recommends budgetary changes during periodic financial status reports to the City Council.

The City continues to meet its responsibility for sound financial management as demonstrated by the statements and schedules included in the financial section of this report.

AWARD AND ACKNOWLEDGEMENTS

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate for Excellence in Financial Reporting to the City of Live Oak for its comprehensive annual financial report for the fiscal year ended June 30, 2018. This award recognizes the City's conformance with the highest standards for preparation of state and local government financial reports.

In order to be awarded a Certificate of Achievement, the government must publish an easily readable and efficiently organized comprehensive annual financial report, whose contents conform to program standards. Such report must satisfy both generally accepted accounting principles and applicable legal requirements. A Certificate of Achievement is valid for a period of one year only. We believe that our current comprehensive annual financial report continues to meet the Certificate of Achievement Program's requirement and we are submitting it to the GFOA to determine its eligibility for another certificate.

The preparation of this CAFR represents the culmination of a concerted team effort by the entire staff of the Finance Department. Each member of the department has our sincere appreciation for the contributions made in the preparation of this report. In addition, staff in all City departments should be recognized for their timely and positive response to the requests for detailed information necessary to prepare the annual audit. The role of Lance, Soll & Lunghard, CPAs, should also be acknowledged as a significant contribution.

Finally, we wish to express our sincere appreciation to the Mayor and City Council for providing policy direction and a firm foundation of support in planning and conducting the financial operations of the City in a responsible and progressive manner.

Respectfully submitted,

Aaron Palmer
City Manager

Joe Aguilar
Director of Finance

Government Finance Officers Association

Certificate of Achievement for Excellence in Financial Reporting

Presented to

City of Live Oak

California

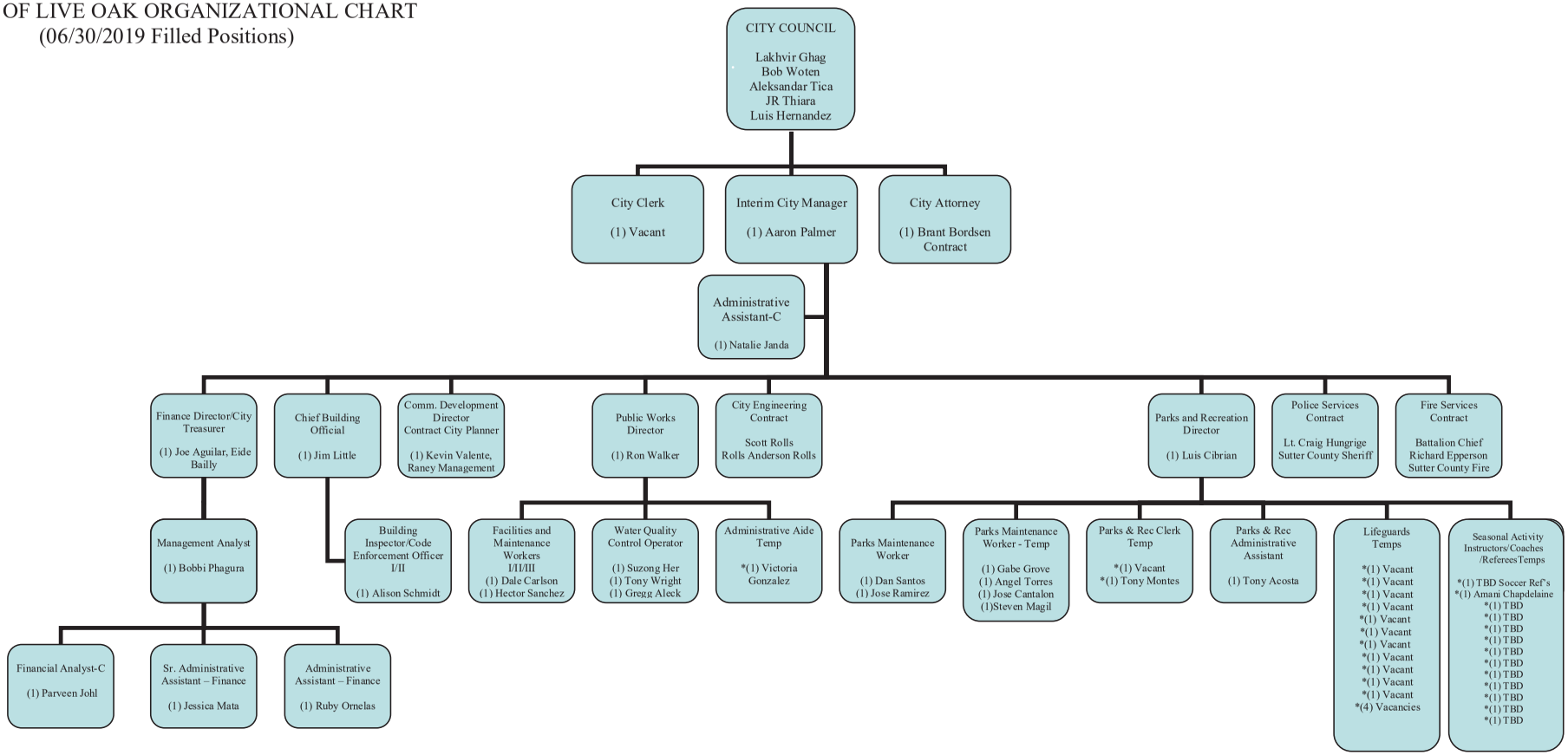
For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

June 30, 2018

Christopher P. Morrill

Executive Director/CEO

CITY OF LIVE OAK ORGANIZATIONAL CHART
(06/30/2019 Filled Positions)



*Scheduled Part-Time

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CPAs AND ADVISORS

INDEPENDENT AUDITORS' REPORT

To the Honorable Mayor and Members of the City Council
City of Live Oak, California

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of City of Live Oak California, (the City) as of and for the fiscal year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the City's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

To the Honorable Mayor and Members of the City Council
City of Live Oak, California

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Live Oak, California, as of June 30, 2019, and the respective changes in financial position and, where applicable, cash flows thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, the budgetary comparison schedules for the general fund and program income fund, the schedule of proportionate share of the net pension liability, the schedule of plan contributions, the schedule of changes in net OPEB asset and related ratios, and the schedule of OPEB plan contributions be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The introductory section, combining and individual nonmajor fund financial statements, budgetary schedules, and statistical section are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual nonmajor fund financial statements and schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements and schedules are fairly stated in all material respects in relation to the basic financial statements as a whole.

LSL
CPAs AND ADVISORS

To the Honorable Mayor and Members of the City Council
City of Live Oak, California

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 10, 2019 on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

Lance, Soll & Lunghard, LLP

Sacramento, California
December 10, 2019

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MANAGEMENT'S DISCUSSION AND ANALYSIS

The following discussion provides readers of the City of Live Oak, California's (City) financial statements a narrative overview and analysis of the financial activities of the City for the fiscal year ended June 30, 2019. This document should be read in conjunction with the accompanying Letter of Transmittal and basic financial statements, which follows this section.

FINANCIAL HIGHLIGHTS

- The City's assets and deferred outflows exceeded its liabilities and deferred inflows by $81,411,211 as of June 30, 2019, an increase of $10,231,107 from the prior year. Of the $10,231,107 increase, $10,422,971 was due to a prior period adjustment (see page 41 for restatement of net position), resulting in an actual decrease of $191,864 from the prior year.
- The City's governmental funds reported a combined fund balance of $7,897,962, a decrease of $429,493 from the prior year.
- General Fund revenues of $3,682,462 were $825,685 higher than the prior year.
- General Fund expenditures of $3,980,059 represented an increase of $940,494 over the prior year.

OVERVIEW OF THE FINANCIAL STATEMENTS

This annual report consists of a series of financial statements, commonly referred to as the City's Basic Financial Statements. Management's Discussion and Analysis introduces these statements and includes two different views of the City's financial activities and position: (1) Government-Wide Financial Statements provide information about the activities of the City as a whole and present a longer-term view of the City's finances; (2) Fund Financial Statements provide detailed information about the individual functions of City government, telling how services were financed in the short-term as well as what remains for future spending.

Each set of statements presents the City's finances in a distinct way. To assist the reader in understanding the differences between them, a brief discussion of each follows, including the relationship of these statements to each other and the significant differences in the information they provide.

Government-Wide Financial Statements

The government-wide financial statements provide a broad overview of City finances in a manner similar to private sector business. These statements separate the City's activities into two areas:

Governmental Activities – these services are principally supported by taxes and intergovernmental revenues. Most of the City's basic services are considered to be governmental activities including public safety, community development, public works, parks and recreation, and general administration.

Business-Type Activities – these services rely upon user fees and charges to help cover all or most of their costs. The City's water and wastewater systems are reported here. Unlike governmental activities, these services are supported by charges supported by users based on the amount of the service they use.

The two statements can be generally described as follows:

The Statement of Net Position presents information on all the City's assets, deferred outflows of resources, liabilities, and deferred inflows of resources, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The Statement of Activities presents information showing how the City's net position changed during the year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs regardless of the timing of related cash flows.

Notably, these statements differ from the fund financial statements in that they include all assets of the City (including infrastructure) and all liabilities (including long-term debt) and exclude certain interfund receivables, payables and other interfund activity. For additional reference, reconciliation between the two is provided on pages 21 and 24 of this report.

Fund Financial Statements

The fund financial statements provide detailed information about each of the City's most significant funds – not the City as a whole. Management establishes funds to help control and manage money for purposes. The City uses three types of funds: governmental, proprietary and fiduciary.

Governmental Funds – most of the City's basic services are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. These funds are reported using modified accrual accounting, which measures cash and all other financial assets that can be converted to cash. The governmental fund statements provide a detailed short-term view of the City's general government operations and the basic services it provides. This information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the City's programs. We describe the relationship between governmental activities (reported in the statement of net position and the statement of activities) and the governmental funds in reconciliation at the bottom of the fund financial statements.

Proprietary Funds – when the City charges customers for services it provides, whether outside customers or to other units of the City, these services are generally reported in proprietary funds. Proprietary funds provide the same type of information as shown in the government-wide financial statements (i.e., business-type activities), only in more detail. The City uses enterprise funds to account for its water and sewer operations; in addition, the City uses enterprise funds to account for water and sewer connection fees.

Fiduciary Funds – the City is the trustee, or fiduciary, for certain funds held on behalf of external parties. The City's fiduciary activities are reported in a separate statement of fiduciary net position. These activities are excluded from the City's other financial statements because the resources of the funds are not available to support the City's own programs. The City is responsible for ensuring that the assets reported in these funds are used for the intended purposes.

NOTES TO BASIC FINANCIAL STATEMENTS

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

REQUIRED SUPPLEMENTARY INFORMATION

In addition to the basic financial statements and accompanying notes, this report presents the following required supplementary information: budgetary comparisons for the City's General Fund and major funds as well as a description of the City's accounting policies with regard to the annual budget. The City also reports certain schedules related to the net pension liability and net OPEB asset.

FINANCIAL ANALYSIS OF THE GOVERNMENT-WIDE STATEMENTS

The government-wide financial statements provide long-term and short-term information about the City's overall financial conditions. This analysis addresses the financial statements of the City as a whole.

Following is a summary of net position:

	As of June 30, 2019			As of June 30, 2018		
	Governmental Activities	Business-type Activities	Totals	Governmental Activities	Business-type Activities	Totals
Current and other assets	$ 22,592,231	$ 4,735,482	$ 27,327,713	$ 22,566,618	$ 4,428,234	$ 26,994,852
Capital assets, net	29,311,045	34,718,995	64,030,040	29,244,551	35,538,054	64,782,605
Total assets	51,903,276	39,454,477	91,357,753	51,811,169	39,966,288	91,777,457
Deferred Outflows	284,431	384,405	668,836	338,104	476,987	815,091
Current and other liabilities	1,198,388	465,794	1,664,182	1,042,942	556,541	1,599,483
Long term liabilties	1,370,765	7,425,989	8,796,754	1,521,832	7,738,954	9,260,786
Total liabilities	2,569,153	7,891,783	10,460,936	2,564,774	8,295,495	10,860,269
Deferred Inflows	69,187	85,255	154,442	80,968	48,236	129,204
Net Position						
Net investment in capital assets	28,831,714	28,082,900	56,914,614	28,377,393	28,647,690	57,025,083
Restricted	3,706,829	540,108	4,246,937	3,980,298	341,832	4,322,130
Unrestricted	17,010,824	3,238,836	20,249,660	17,145,840	3,110,022	20,255,862
Total Net Position, restated	$ 49,549,367	$ 31,861,844	$ 81,411,211	$ 49,503,531	$ 32,099,544	$ 81,603,075

Net position represents the difference between the City's resources and its obligations. At June 30, 2019, the largest portion of the City's total net position, 70 percent, reflects the net investment in capital assets. This component of net position, which reflects the total amount of funds used to acquire those assets less any outstanding debt used for such acquisition, was $57 million at June 30, 2019. These capital assets are used by the City to provide services to the citizens.

Overall, the net position for the governmental portion of the City funds has improved due to both operating results and increase contributions from operating and capital grants. The net position of the business-type activities decreased from the prior year due to a decreasing position in capital assets.

Restricted net position of $4.2 million represents resources subject to external restrictions as to how they may be used. Unrestricted net position of $20.2 million represents amounts that may be used to meet the City's ongoing obligations to its residents, businesses, customers, and creditors.

Following is a summary of changes in net position:

	As of June 30, 2019			As of June 30, 2018		
	Governmental Activities	Business-type Activities	Totals	Governmental Activities	Business-type Activities	Totals
Revenues:						
Program revenues:						
Charges for services	$ 643,255	$ 3,368,335	$ 4,011,590	$ 4,343,786	$ 3,212,263	$ 7,556,049
Operating grants and contributions	1,146,628	-	1,146,628	277,728	-	277,728
Capital grants and contributions	100,156	-	100,156	100,745	864,919	965,664
General revenues:						
Property taxes	1,867,354	-	1,867,354	1,470,113	-	1,470,113
Sales taxes	427,506	-	427,506	358,667	-	358,667
Franchise taxes	232,801	-	232,801	-	-	-
Other taxes*	1,058,557	-	1,058,557	750,153	-	750,153
Motor vehicle in lieu - unrestricted	328,139	-	328,139	-	-	-
Use of money and property*	42,769	77,888	120,657	120,425	50,063	170,488
Other miscellaneous*	265,241	-	265,241	322,717	-	322,717
Transfers*	(577,087)	577,087	-	1,556,000	(1,556,000)	-
Total revenues	5,535,319	4,023,310	9,558,629	9,300,334	2,571,245	11,871,579
Expenses:						
General government	990,360	-	990,360	990,032	-	990,032
Public safety	2,006,236	-	2,006,236	1,984,144	-	1,984,144
Community Development	966,937	-	966,937	1,828,608	-	1,828,608
Culture and recreation	1,071,086	-	1,071,086	926,952	-	926,952
Public ways and facilities	429,642	-	429,642	1,579,362	-	1,579,362
Interest on long term debt	25,222	-	25,222	5,952	-	5,952
Water	-	1,335,960	1,335,960	-	1,300,029	1,300,029
Sewer	-	2,925,050	2,925,050	-	2,898,819	2,898,819
Total expenses	5,489,483	4,261,010	9,750,493	7,315,050	4,198,848	11,513,898
Change in net position	45,836	(237,700)	(191,864)	1,985,284	(1,627,603)	357,681
Net Position - Beginning	39,080,560	32,099,544	71,180,104	37,056,656	33,830,878	70,887,534
Prior Period adjustment	10,422,971	-	10,422,971	38,620	(103,731)	(65,111)
Net Position - Ending	$ 49,549,367	$ 31,861,844	$ 81,411,211	$ 39,080,560	$ 32,099,544	$ 71,180,104

Governmental Activities:

The City's governmental activities increased the City's restated net position by $45,836. Revenues were $5.5 million which represented a decrease of $3,765,015 or 40 percent, and expenditures were $5.5 million which represented a decrease of $1,825,567 or 25 percent. Governmental activities highlights include the following:

Taxes provided $3.6 million or 65 percent of the total governmental activities revenue of the City. This amount is an increase of $1,007,285 from the prior year. The increase in revenue was due to a one-time receipt of property tax money and interest held by the County and a significant increase in excise tax collected.

Charges for services, operating grants and capital grants provided $1.9 million or 34 percent of the total governmental-activities revenue of the City. This amount is a decrease of $2,832,220 from the prior year.

The following table summarizes the budget to actual results for the City's General Fund. Overall the actual expenses for the year were slightly more than budgeted. However, the more detailed information shows unexpected budgeted expenditures that resulted from the accounting treatment of the City participating in a joint facility agreement for a shared animal shelter with the neighboring city of Yuba City and the County of Sutter.

	As of June 30, 2019		
	Original Budget	Final Budget	Actual Amounts
General government	$ 714,000	$ 764,000	$ 809,623
Public safety	1,575,100	1,575,100	1,500,105
Public ways and facilities	46,000	46,000	39,840
Culture and recreation	601,200	601,200	628,283
Community development	834,700	1,134,700	218,604
Capital outlay	-	-	634,968
Debt service	149,962	149,962	148,636
Transfers out	-	-	19,762
	$ 3,920,962	$ 4,270,962	$ 3,999,821

Business Type Activities

Business-type activities decreased the City's net position by $237,700. Revenues were $3.4 million which represented a decrease of $708,847 due to decrease in capital grants and contributions. Business type activities highlights include the following:

Charges for services provided $3.4 million or 84 percent of the total business type activities revenue of the City.

Service revenues are not keeping up with depreciation expenses especially in the Water Fund. The net position of investment in capital assets continues to shrink as previously mentioned.

FINANCIAL ANALYSIS OF THE FUND STATEMENTS

The City uses fund accounting to assure and demonstrate compliance with finance-related legal requirements. The fund financial statements focus on individual parts of the City government, reporting the City's operation in more detail than the government-wide statements. The City's governmental funds provide information on near-term inflows, outflows and balances of spendable resources. The City's governmental funds reported combined fund balances at June 30, 2019 of $7,897,962. The General Fund decreased by $317,359 and other Governmental Funds decreased by $112,134. Within the governmental funds, the decrease in fund balance was attributable a decrease in the receipt of charges for services.

Analysis of Major Governmental Funds

General Fund

General Fund revenues totaled $3,682,462 in fiscal year 2018-19, an increase of $825,685 over last year. General Fund expenditures totaled $3,980,059 in fiscal year 2018-19, an increase of $940,494 over last year.

At the end of fiscal year 2019, the fund balance for the City's General Fund was $4,670,321 a decrease of $317,359 over last year. The fund balance in General Fund comprised of $2,578,832 committed fund balance and $2,076,221 unassigned fund balance. The committed fund balance increased from last year by $30,093, while the unassigned fund balance decreased $351,363.

Program Income

Program income fund revenues totaled $72,345 in fiscal year 201819, a decrease of $167,934 due to less program activity. Program income expenditures totaled $16,897, an increase of $7,830. At the end of fiscal year 2019 the Program income fund balance was $427,927 a change of $55,448.

Capital Improvement Project

The capital improvement fund accounts for major City capital improvement projects. The fund is budgeted on a project length basis and therefore is not comparable on an annual basis. Revenue and transfers in received in fiscal year 2019 of $12,998 included funding for miscellaneous parks and recreation, streets and roads, and water enterprise projects. Expenditures totaled $346,543 in fiscal year 2019.

Other Governmental Funds

These funds are presented in aggregate on the face of the fund financial statements and individually in the Supplementary Information.

Analysis of Major Enterprise Funds

Water

The water fund is financed and operated in a manner similar to that of a private business. Net position of the water fund increased $2,211,783 in fiscal year 2019. Overall, operating revenues increased $1,357 (1%) due to a slow recovery from the statewide drought from prior years. In addition, operating expenses decreased to $1,291,760 annually, down $144,784 representing (8%) over the prior year. As of June 30, 2019, the fund's net position went from $6,741,288 in 2018 to $8,953,071 in 2019 representing an increase of $2,211,783. At present, the water charges are not recapturing funding for depreciation. Related to this fact includes the fund's invested equity in capital assets going from $6,736,216 in 2018 to $9,106,857 in 2019. The fund is reporting a deficit in unrestricted net position in the amount of (153,786) at the close of fiscal year 2019. Due to the age of the water system infrastructure, significant investments will be required in future years to update water lines and equipment.

Sewer

The sewer fund is financed and operated in a manner similar to that of a private business. Net position of the sewer fund decreased to $2,656,259 (11%) in fiscal year 2019. As of June 30, 2019, the fund's net position totaled $22,368,665 of which $18,976,043 remains invested in capital assets net of related debt. The fund's unrestricted net position was $3,3392,622 at the close of fiscal year 2019. Overall, operating revenues remained fairly constant at $2,289,788 with an increase of $24,684 over the prior year. Operating expenses totaled $2,840,921 for the year, an 8% increase of $212,089 over the prior year. Non-operating items did not significantly change from the previous year. Due to the age of the sewer system infrastructure, significant investments will be required in future years to update sewer lines and equipment.

CAPITAL ASSET AND DEBT ADMINISTRATION

The City records all of its capital assets including infrastructure. At the end of 2019, the City had invested $64.7 million in a broad range of capital assets, including park facilities, streets and roads improvements, and water well construction. Additional detailed information on the City's capital assets is presented in Note 4 to the financial statements on pages 45 through 47.

The financial statements summarize the City's accounting policies regarding capital assets in Note 1 Section i of the note disclosures.

Following is a summary of capital assets:

	Balance at June 30, 2019	Balance at June 30, 2018
Governmental Activities		
Land	$ 6,584,996	$ 6,584,996
Construction in progress	1,169,151	963,365
Buildings and improvements	7,561,067	7,561,067
Equipment	4,545,472	3,852,922
Infrastructure	22,199,263	22,058,947
Less: Accumulated depreciation	(12,748,904)	(11,776,746)
Governmental Activities Capital Assets (net)	$ 29,311,045	$ 29,244,551
Business-type Activities		
Land	$ 233,241	$ 233,241
Construction in progress	2,971,207	2,344,994
Buildings and improvements	38,641	38,641
Equipment	1,585,929	1,585,929
Infrastructure	47,731,996	47,731,996
Less: Accumulated depreciation	(17,842,019)	(16,396,747)
Business-type Activities Capital Assets (net)	$ 34,718,995	$ 35,538,054

At June 30, 2019, major construction in progress included:

Completed projects:

- Pennington East road rehabilitation
- Sewer dewatering press

Governmental Activities

New and on-going projects for this fiscal year:

- City signage
- Pennington West road improvements
- PG&E Utility Undergrounding Rule 20A along Highway 99
- Highway 99 lane expansion

Business-type Activities

New and on-going projects for this fiscal year:

- Water Well #7 with filtration system
- Pennington Road Water Main
- "P" Street sewer lift station
- Water Well #8 with filtration system
- East side water storage tank

Long-term Debt:

At June 30, 2018 and 2019 the City had $7.9 million and $7.4 million respectively in long-term debt outstanding. The City made all scheduled repayments on existing debt on time. Additional detailed information about the City's total long-term liabilities is presented in Note 7 to the financial statements.

As of June 30, 2019, the City's debt consisted of:

Governmental Activities Debt:

2012 City of Yuba City/County of Sutter joint facility animal shelter loan due 2023	$ 264,413
2018 Fire Engine Lease – 3.570% due 2025	479,331
Total Governmental Activities Debt	$ 743,744

Business-type Activities Debt:

2003 USDA COP's for Wastewater Treatment Plant Expansion – 4.25% due 7/2043	$ 810,000
2006 USDA COP's for Water Meter Project – 4.25% due 7/2044	1,040,000
2009 SWRCB State Revolving Fund Wastewater Plant – 1% 30Year Term	4,786,095
Total Governmental Activities Debt	$ 6,636,095
Total Outstanding Debt	$ 7,379,839

ECONOMIC FACTORS AND NEXT YEARS BUDGET

The City experienced significant decreases in property taxes, assessments and building fees, its largest General Fund revenue source, over the past several years. This trend began to decline in fiscal year 2008/2009 as the value of properties declined significantly over the next four years and new housing construction decreased significantly. Assessed property values began increasing over the recent two years moving from $375 million in 2018 to $401 million in 2019.

As the local economy continues to improve, the City constantly manages its finances related to growth and infrastructure improvements. In the year just ended, KB Homes neared completion of 97 single family homes in the Pennington Ranch portion of the City. The City expects additional homes to be built as developers hold some active subdivision maps. In 2018, the City entered into a 3 year labor agreement covering most of its full-time employees. The agreement sets reasonable staff compensation through June

2021. The City expects moderate increases related to PERS pension costs, health insurance and workers compensation insurance.

In July 2019, he City adopted its 2019-20 fiscal budget and expects to watch its spending closely as the City continues to rebound financially. The General Fund portion of the budget appropriated $3.86 million as the City balances the increasing needs and costs for staffing with new revenue as the demand for City Services continues to grow.

The City continued to review and update various fees in fiscal year 2018-19. The City's development impact fees were updated in 2010-2011. Fee adjustments are necessary to ensure that the costs of providing services are matched closer to the fee revenues charged for providing these services.

CONTACTING THE CITY'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers, investors and creditors with a general overview of the City's finances and to demonstrate the City's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the City Finance Department, 9955 Live Oak Blvd, Live Oak, California 95953, (530) 695-2112.

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CITY OF LIVE OAK

STATEMENT OF NET POSITION
JUNE 30, 2019

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
Assets:			
Cash and investments	$ 8,022,675	$ 4,194,909	$ 12,217,584
Receivables:			
Accounts, net	112,820	498,843	611,663
Notes and loans	13,087,367	-	13,087,367
Accrued interest	46,223	18,222	64,445
Prepaid costs	19,827	14,952	34,779
Due from other governments	1,196,727	-	1,196,727
Noncurrent:			
Net OPEB asset	106,592	8,556	115,148
Capital assets not being depreciated	7,754,147	3,204,448	10,958,595
Capital assets, net of depreciation	21,556,898	31,514,547	53,071,445
Total Assets	**51,903,276**	**39,454,477**	**91,357,753**
Deferred Outflows of Resources:			
Deferred pension related items	266,958	383,003	649,961
Deferred OPEB related items	17,473	1,402	18,875
Total Deferred Outflows of Resources	**284,431**	**384,405**	**668,836**
Liabilities:			
Current:			
Accounts payable	671,714	104,478	776,192
Retention payable	63,578	-	63,578
Salaries and benefits payable	27,570	18,019	45,589
Accrued interest	7,130	39,313	46,443
Deposits payable	183,438	12,911	196,349
Unearned revenue	101,263	-	101,263
Compensated absences	17,763	34,962	52,725
Bonds, notes, and capital leases	125,932	256,111	382,043
Noncurrent:			
Compensated absences	38,327	20,738	59,065
Bonds, notes, and capital leases	617,812	6,379,984	6,997,796
Net pension liability	714,626	1,025,267	1,739,893
Total Liabilities	**2,569,153**	**7,891,783**	**10,460,936**
Deferred Inflows of Resources:			
Deferred pension related items	58,845	84,425	143,270
Deferred OPEB related items	10,342	830	11,172
Total Deferred Inflows of Resources	**69,187**	**85,255**	**154,442**
Net Position:			
Net investment in capital assets	28,831,714	28,082,900	56,914,614
Restricted for:			
Public safety	419,771	-	419,771
Public ways and facilities	1,882,010	-	1,882,010
Community development	1,194,328	-	1,194,328
Culture and recreation	210,720	-	210,720
Capital projects	-	540,108	540,108
Unrestricted	17,010,824	3,238,836	20,249,660
Total Net Position	**$ 49,549,367**	**$ 31,861,844**	**$ 81,411,211**

See Notes to Financial Statements

CITY OF LIVE OAK

STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2019

Functions/Programs	Expenses	Program Revenues: Charges for Services	Program Revenues: Operating Contributions and Grants	Program Revenues: Capital Contributions and Grants
Primary Government:				
Governmental Activities:				
General government	$ 990,360	$ 427,673	$ -	$ -
Public safety	2,006,236	4,230	111,221	-
Community development	966,937	115,139	624,250	25,943
Culture and recreation	1,071,086	56,343	-	-
Public ways and facilities	429,642	39,870	411,157	74,213
Interest on long-term debt	25,222	-	-	-
Total Governmental Activities	**5,489,483**	**643,255**	**1,146,628**	**100,156**
Business-Type Activities:				
Water	1,335,960	879,586	-	-
Sewer	2,925,050	2,289,788	-	-
Water Connection	-	109,333	-	-
Sewer Connection	-	89,628	-	-
Total Business-Type Activities	**4,261,010**	**3,368,335**	**-**	**-**
Total Primary Government	**$ 9,750,493**	**$ 4,011,590**	**$ 1,146,628**	**$ 100,156**

General Revenues:
Taxes:
Property taxes, levied for general purpose
Sales taxes
Franchise taxes
Other taxes
Motor vehicle in lieu - unrestricted
Use of money and property
Other
Transfers

Total General Revenues and Transfers

Change in Net Position

Net Position at Beginning of Year

Restatement of Net Position

Net Position at Beginning of Year, as restated

Net Position at End of Year

See Notes to Financial Statements

Net (Expenses) Revenues and Changes in Net Position		
Primary Government		
Governmental Activities	Business-Type Activities	Total
$ (562,687)	$ -	$ (562,687)
(1,890,785)	-	(1,890,785)
(201,605)	-	(201,605)
(1,014,743)	-	(1,014,743)
95,598	-	95,598
(25,222)	-	(25,222)
(3,599,444)	**-**	**(3,599,444)**
-	(456,374)	(456,374)
-	(635,262)	(635,262)
-	109,333	109,333
-	89,628	89,628
-	**(892,675)**	**(892,675)**
(3,599,444)	**(892,675)**	**(4,492,119)**
1,867,354	-	1,867,354
427,506	-	427,506
232,801	-	232,801
1,058,557	-	1,058,557
328,139	-	328,139
42,769	77,888	120,657
265,241	-	265,241
(577,087)	577,087	-
3,645,280	**654,975**	**4,300,255**
45,836	(237,700)	(191,864)
39,080,560	32,099,544	71,180,104
10,422,971	-	10,422,971
49,503,531	32,099,544	81,603,075
$ 49,549,367	**$ 31,861,844**	**$ 81,411,211**

CITY OF LIVE OAK

BALANCE SHEET
GOVERNMENTAL FUNDS
JUNE 30, 2019

	General	Special Revenue Fund Program Income
Assets:		
Cash and investments	$ 4,239,631	$ 419,340
Receivables:		
Accounts	69,190	-
Accrued interest	24,694	8,587
Notes and loans	101,402	12,300,076
Due from other funds	493,839	-
Prepaid items	15,268	-
Due from other governments	114,937	-
Total Assets	**$ 5,058,961**	**$ 12,728,003**
Liabilities, Deferred Inflows of Resources, and Fund Balances:		
Liabilities:		
Accounts payable	$ 257,707	$ -
Retention payable	-	-
Salaries and benefits payable	25,357	-
Deposits payable	4,174	-
Due to other funds	-	-
Unearned revenues	-	-
Total Liabilities	**287,238**	**-**
Deferred Inflows of Resources:		
Unavailable revenues	-	-
Deferred loan payments	101,402	12,300,076
Total Deferred Inflows of Resources	**101,402**	**12,300,076**
Fund Balances:		
Nonspendable	15,268	-
Restricted	-	427,927
Committed	2,578,832	-
Unassigned	2,076,221	-
Total Fund Balances	**4,670,321**	**427,927**
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	**$ 5,058,961**	**$ 12,728,003**

See Notes to Financial Statements

CITY OF LIVE OAK

BALANCE SHEET
GOVERNMENTAL FUNDS
JUNE 30, 2019

	Capital Projects Fund		
	Capital Improvement Project	Other Governmental Funds	Total Governmental Funds
Assets:			
Cash and investments	$ 61,088	$ 3,302,616	$ 8,022,675
Receivables:			
Accounts	-	43,630	112,820
Accrued interest	-	12,942	46,223
Notes and loans	-	685,889	13,087,367
Due from other funds	45,000	-	538,839
Prepaid items	-	4,559	19,827
Due from other governments	23,200	1,058,590	1,196,727
Total Assets	**$ 129,288**	**$ 5,108,226**	**$ 23,024,478**
Liabilities, Deferred Inflows of Resources, and Fund Balances:			
Liabilities:			
Accounts payable	$ 104,241	$ 309,766	$ 671,714
Retention payable	-	63,578	63,578
Salaries and benefits payable	-	2,213	27,570
Deposits payable	-	179,264	183,438
Due to other funds	-	538,839	538,839
Unearned revenues	-	101,263	101,263
Total Liabilities	**104,241**	**1,194,923**	**1,586,402**
Deferred Inflows of Resources:			
Unavailable revenues	23,200	429,547	452,747
Deferred loan payments	-	685,889	13,087,367
Total Deferred Inflows of Resources	**23,200**	**1,115,436**	**13,540,114**
Fund Balances:			
Nonspendable	-	4,559	19,827
Restricted	-	3,278,902	3,706,829
Committed	-	-	2,578,832
Unassigned	1,847	(485,594)	1,592,474
Total Fund Balances	**1,847**	**2,797,867**	**7,897,962**
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	**$ 129,288**	**$ 5,108,226**	**$ 23,024,478**

See Notes to Financial Statements

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CITY OF LIVE OAK

RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS TO THE STATEMENT OF NET POSITION
JUNE 30, 2019

Fund balances of governmental funds		$ 7,897,962
Amounts reported for governmental activities in the statement of net position are different because:		
Capital assets net of depreciation are not included as financial resources in governmental fund activity		29,311,045
Long-term debt and compensated absences that are not included in the governmental fund activity:		
Bonds, notes, and capital leases	$ (743,744)	
Compensated absences	(56,090)	
Net pension liability	(714,626)	(1,514,460)
Accrued interest due on long-term debt is not reported in the governmental funds		(7,130)
Net OPEB asset is not included in the governmental funds		106,592
Deferred inflows related to OPEB are not included in the governmental funds		(10,342)
Deferred outflows related to OPEB are not included in the governmental funds		17,473
Revenues reported as unavailable revenue in the governmental funds do not provide current financial resources but are recognized in the statement of activities		452,747
Principal and Interest on deferred loans reported as unavailable revenue in the in the governmental funds and recognized in the statement of activities		13,087,367
Deferred inflows related to pension related items are not included in the governmental funds		(58,845)
Deferred outflows related to pension related items are not included in the governmental funds		266,958
Net Position of Governmental Activities		**$ 49,549,367**

See Notes to Financial Statements

CITY OF LIVE OAK

STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2019

	General	Special Revenue Fund Program Income
Revenues:		
Taxes and assessments	$ 2,744,777	$ -
Licenses and permits	394,950	-
Fines and forfeitures	-	-
Use of money and property	198,900	7,504
Intergovernmental	4,790	64,841
Charges for services	88,701	-
Other revenue	250,344	-
Total Revenues	**3,682,462**	**72,345**
Expenditures:		
Current:		
General government	809,623	-
Public safety	1,500,105	-
Public ways and facilities	39,840	-
Culture and recreation	628,283	-
Community development	218,604	16,897
Capital outlay	634,968	-
Debt service:		
Principal	123,414	-
Interest	25,222	-
Total Expenditures	**3,980,059**	**16,897**
Excess (Deficiency) of Revenues Over (Under) Expenditures	(297,597)	55,448
Other Financing Sources (Uses):		
Transfers in	-	-
Transfers out	(19,762)	-
Net Change in Fund Balances	(317,359)	55,448
Fund Balances, Beginning of Year	4,987,680	372,479
Fund Balances, End of Year	**$ 4,670,321**	**$ 427,927**

See Notes to Financial Statements

CITY OF LIVE OAK

STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2019

	Capital Projects Fund		
	Capital Improvement Project	Other Governmental Funds	Total Governmental Funds
Revenues:			
Taxes and assessments	$ -	$ 841,441	$ 3,586,218
Licenses and permits	-	-	394,950
Fines and forfeitures	-	4,230	4,230
Use of money and property	-	53,551	259,955
Intergovernmental	12,998	1,037,126	1,119,755
Charges for services	-	8,008	96,709
Other revenue	-	60,488	310,832
Total Revenues	**12,998**	**2,004,844**	**5,772,649**
Expenditures:			
Current:			
General government	-	97,058	906,681
Public safety	-	383,240	1,883,345
Public ways and facilities	-	932,303	972,143
Culture and recreation	-	135,677	763,960
Community development	-	199,174	434,675
Capital outlay	346,543	111,191	1,092,702
Debt service:			
Principal	-	-	123,414
Interest	-	-	25,222
Total Expenditures	**346,543**	**1,858,643**	**6,202,142**
Excess (Deficiency) of Revenues Over (Under) Expenditures	(333,545)	146,201	(429,493)
Other Financing Sources (Uses):			
Transfers in	442,490	320	442,810
Transfers out	(320)	(422,728)	(442,810)
Net Change in Fund Balances	108,625	(276,207)	(429,493)
Fund Balances, Beginning of Year	(106,778)	3,074,074	8,327,455
Fund Balances, End of Year	**$ 1,847**	**$ 2,797,867**	**$ 7,897,962**

See Notes to Financial Statements

CITY OF LIVE OAK

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES YEAR ENDED JUNE 30, 2019

Net changes in fund balances - total governmental funds		$ (429,493)
Amounts reported for governmental activities in the statement of activities are different because:		
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the costs of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which capital outlays exceeded depreciation in the current period.		
Capital outlay	$ 1,066,782	
Depreciation	(1,000,288)	66,494
Repayment of bond principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position.		
Principal repayments		123,414
Interest expense not recorded in the governmental fund statements because it did not require the use of current financial resources.		1,049
Compensated absences expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.		(238)
OPEB expenses reported in the statement of activities do not require the use of current financial resources, except for contributions, and therefore are not reported as expenditures in the governmental funds.		3,664
Revenues reported as unavailable revenue in the governmental funds and recognized in the statement of activities. These are included in the intergovernmental revenues in the governmental fund activity.		339,757
Pension expenses reported in the statement of activities do not require the use of current financial resources, except for contributions, and therefore are not reported as expenditures in the governmental funds.		(58,811)
Change in Net Position of Governmental Activities		**$ 45,836**

CITY OF LIVE OAK

STATEMENT OF NET POSITION
PROPRIETARY FUNDS
JUNE 30, 2019

	Business-Type Activities - Enterprise Funds			
	Water	Sewer	Other Enterprise Funds	Totals
Assets:				
Current:				
Cash and investments	$ 121,126	$ 3,734,070	$ 339,713	$ 4,194,909
Receivables:				
Accounts, net	80,186	219,696	198,961	498,843
Accrued interest	416	16,372	1,434	18,222
Prepaid costs	7,002	7,950	-	14,952
Total Current Assets	**208,730**	**3,978,088**	**540,108**	**4,726,926**
Noncurrent:				
Net OPEB asset	4,278	4,278	-	8,556
Capital assets not being depreciated	2,698,889	505,559	-	3,204,448
Capital assets, net of accumulated depreciation	7,447,968	24,066,579	-	31,514,547
Total Noncurrent Assets	**10,151,135**	**24,576,416**	**-**	**34,727,551**
Total Assets	**10,359,865**	**28,554,504**	**540,108**	**39,454,477**
Deferred Outflows of Resources:				
Deferred pension related items	146,664	236,339	-	383,003
Deferred OPEB related items	701	701	-	1,402
Total Deferred Outflows of Resources	**147,365**	**237,040**	**-**	**384,405**
Liabilities:				
Current:				
Accounts payable	35,736	68,742	-	104,478
Salaries and benefits payable	7,743	10,276	-	18,019
Accrued interest	22,100	17,213	-	39,313
Deposits payable	3,789	9,122	-	12,911
Compensated absences	12,202	22,760	-	34,962
Bonds, notes, and capital leases	40,000	216,111	-	256,111
Total Current Liabilities	**121,570**	**344,224**	**-**	**465,794**
Noncurrent:				
Compensated absences	7,238	13,500	-	20,738
Bonds and notes	1,000,000	5,379,984	-	6,379,984
Net pension liability	392,607	632,660	-	1,025,267
Total Noncurrent Liabilities	**1,399,845**	**6,026,144**	**-**	**7,425,989**
Total Liabilities	**1,521,415**	**6,370,368**	**-**	**7,891,783**
Deferred Inflows of Resources:				
Deferred pension related items	32,329	52,096	-	84,425
Deferred OPEB related items	415	415	-	830
Total Deferred Inflows of Resources	**32,744**	**52,511**	**-**	**85,255**
Net Position:				
Net investment in capital assets	9,106,857	18,976,043	-	28,082,900
Restricted for capital projects	-	-	540,108	540,108
Unrestricted	(153,786)	3,392,622	-	3,238,836
Total Net Position	**$ 8,953,071**	**$ 22,368,665**	**$ 540,108**	**$ 31,861,844**

See Notes to Financial Statements

CITY OF LIVE OAK

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION PROPRIETARY FUNDS YEAR ENDED JUNE 30, 2019

	Business-Type Activities - Enterprise Funds			
	Water	Sewer	Other Enterprise Funds	Totals
Operating Revenues:				
Sales and service charges	$ 879,586	$ 2,289,788	$ 198,961	$ 3,368,335
Total Operating Revenues	**879,586**	**2,289,788**	**198,961**	**3,368,335**
Operating Expenses:				
Salaries and benefits	423,258	615,662	-	1,038,920
Administration	25,173	56,999	-	82,172
Power	161,652	182,767	-	344,419
Insurance	27,305	102,702	-	130,007
Supplies	35,983	-	-	35,983
Repair and extension	49,904	192,282	-	242,186
Professional services	191,434	508,038	-	699,472
Depreciation expense	335,540	1,109,732	-	1,445,272
Other expense	41,511	72,739	-	114,250
Total Operating Expenses	**1,291,760**	**2,840,921**	**-**	**4,132,681**
Operating Income (Loss)	(412,174)	(551,133)	198,961	(764,346)
Nonoperating Revenues (Expenses):				
Interest revenue	1,975	68,098	7,815	77,888
Interest expense	(44,200)	(84,129)	-	(128,329)
Total Nonoperating Revenues (Expenses)	**(42,225)**	**(16,031)**	**7,815**	**(50,441)**
Income (Loss) Before Capital Contributions	(454,399)	(567,164)	206,776	(814,787)
Capital contributions	577,087	-	-	577,087
Changes in Net Position	122,688	(567,164)	206,776	(237,700)
Net Position:				
Beginning of Fiscal Year, as previously reported	6,741,288	25,024,924	333,332	32,099,544
Restatements	2,089,095	(2,089,095)	-	-
Beginning of Fiscal Year, as restated	8,830,383	22,935,829	333,332	32,099,544
End of Fiscal Year	**$ 8,953,071**	**$ 22,368,665**	**$ 540,108**	**$ 31,861,844**

See Notes to Financial Statements

CITY OF LIVE OAK

STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
YEAR ENDED JUNE 30, 2019

	Business-Type Activities - Enterprise Funds			
	Water	Sewer	Other Enterprise Funds	Totals
Cash Flows from Operating Activities:				
Cash received from customers and users	$ 883,857	$ 2,280,950	$ -	$ 3,164,807
Cash paid to suppliers for goods and services	(542,728)	(1,081,480)	-	(1,624,208)
Cash paid to employees for services	(402,253)	(639,692)	-	(1,041,945)
Cash payments to others	-	-	(41,786)	(41,786)
Net Cash Provided (Used) by Operating Activities	**(61,124)**	**559,778**	**(41,786)**	**456,868**
Cash Flows from Capital and Related Financing Activities:				
Acquisition and construction of capital assets	-	(49,126)	-	(49,126)
Principal paid on capital debt	(40,000)	(214,269)	-	(254,269)
Interest paid on capital debt	(45,050)	(84,767)	-	(129,817)
Net Cash Used by Capital and Related Financing Activities	**(85,050)**	**(348,162)**	**-**	**(433,212)**
Cash Flows from Investing Activities:				
Interest received	2,116	63,621	10,689	76,426
Net Cash Provided by Investing Activities	**2,116**	**63,621**	**10,689**	**76,426**
Net Increase (Decrease) in Cash and Cash Equivalents	**(144,058)**	**275,237**	**(31,097)**	**100,082**
Cash and Cash Equivalents at Beginning of Year	265,184	3,458,833	370,810	4,094,827
Cash and Cash Equivalents at End of Year	**$ 121,126**	**$ 3,734,070**	**$ 339,713**	**$ 4,194,909**
Reconciliation of Operating Income to Net Cash Provided (Used) by Operating Activities:				
Operating income (loss)	$ (412,174)	$ (551,133)	$ 198,961	$ (764,346)
Adjustments to reconcile operating income (loss) net cash provided (used) by operating activities:				
Depreciation	335,540	1,109,732	-	1,445,272
Changes in pension related items	41,293	29,023	-	70,316
Changes in OPEB related items	(150)	(150)		(300)
(Increase) decrease in accounts receivable	5,171	(7,133)	(198,961)	(200,923)
(Increase) decrease in prepaid costs	(1,888)	(2,836)	-	(4,724)
Increase (decrease) in accounts payable	(33,051)	(20,116)	-	(53,167)
Increase (decrease) in due to other governments	-	-	(41,786)	(41,786)
Increase (decrease) in salaries and benefits payable	1,416	533	-	1,949
Increase (decrease) in deposits payable	(900)	(1,705)	-	(2,605)
Increase (decrease) in compensated absences	3,619	3,563	-	7,182
Total Adjustments	**351,050**	**1,110,911**	**(240,747)**	**1,221,214**
Net Cash Provided (Used) by Operating Activities	**$ (61,124)**	**$ 559,778**	**$ (41,786)**	**$ 456,868**
Non-Cash Investing, Capital, and Financing Activities:				
Non-cash contributed capital assets	$ 577,087	$ -	$ -	$ 577,087

See Notes to Financial Statements

CITY OF LIVE OAK

STATEMENT OF FIDUCIARY NET POSITION
PRIVATE PURPOSE TRUST FUND
SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF THE CITY OF LIVE OAK
JUNE 30, 2019

	Private-Purpose Trust Fund
Assets:	
Cash and investments	$ 29,376
Total Assets	**$ 29,376**
Liabilities:	
Due to other governments	$ 29,376
Total Liabilities	**$ 29,376**
Net Position:	
Held in trust	$ -
Total Net Position	**$ -**

See Notes to Financial Statements

CITY OF LIVE OAK

STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
PRIVATE PURPOSE TRUST FUND
SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF THE CITY OF LIVE OAK
YEAR ENDED JUNE 30, 2019

	Private-Purpose Trust Fund
Additions:	$ -
Total Additions	-
Deductions:	$ -
Total Deductions	-
Changes in Net Position	-
Net Position - Beginning of the Year	-
Net Position - End of the Year	**$ -**

See Notes to Financial Statements

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Note 1: Summary of Significant Accounting Policies

a. Financial Reporting Entity

The City operates under a Council form of government and provides the following services: public safety, highways and streets, health and sanitation, culture-recreation, public improvements, planning and zoning, general administrative services, and water and sewer.

Generally accepted accounting principles require government financial statements to include the primary government and its component units. Component units of a governmental entity are legally separate entities for which the primary government is considered to be financially accountable and for which the nature and significance of their relationship with the primary government are such that exclusion would cause the combined financial statements to be misleading. The primary government is considered to be financially accountable if it appoints a majority of an organization's governing body and is able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to or impose specific financial burdens on the primary government.

Reporting for component units on the City's financial statements can be blended or discretely presented. Blended component units are, although legally separate entities, in substance part of the City's operations and, therefore, data from these units are combined with data of the primary government. Discretely presented component units, on the other hand, would be reported in a separate column in the government-wide financial statements to emphasize that they are legally separate from the government.

For financial reporting purposes, the City's basic financial statements include all financial activities that are controlled by or are dependent upon actions taken by the City Council. Separate financial statements for the City of Live Oak Public Improvement Corporation are not issued.

Blended Component Units

City of Live Oak Public Improvement Corporation (Corporation)

The Corporation, established August 18, 1987, was formed to assist the City in the financing of real or personal property for the benefit of the City of Live Oak. The Corporation is the lessor for the City's Farmers Home Administration Loan, the City's 2004 Certificates of Participation, and the City's 2003 Certificates of Participation and makes debt service payments on behalf of the City. The City Council is the governing body of the Corporation and because its financial and operational relationship with the City is closely integrated, the Corporation's loans payable are reported in the governmental activities, certificates of participation in the water and sewer enterprise funds and certificates of participation in the sewer enterprise fund financial statements.

Note 1: Summary of Significant Accounting Policies (Continued)

Joint Agencies

The City is a participant in Small Cities Organized Risk Effort (SCORE), the purpose of which is for member-cities to share in the administrative costs of providing liability and workers' compensation insurance. SCORE is composed of 19 member-cities and is governed by a board of directors appointed by the member-cities. Complete financial information can be obtained from the SCORE offices in San Francisco, California. The City is not financially accountable for this organization and therefore it is not a component unit under Statement Nos. 14, 39 and 61 of the Governmental Accounting Standards Board.

The City is a participant in California Joint Powers Risk Management Authority (CJPRMA), the purpose of which is to provide excess coverage for its members. The CJPRMA is governed by a board of directors representing its member-cities. Complete financial information can be obtained from the claims administrator at 3201 Doolan Road, Suite 285, Livermore, California 94551. The City is not financially accountable for this organization and therefore it is not a component unit under Statement Nos. 14, 39 and 61 of the Governmental Accounting Standards Board.

b. Basis of Presentation

The statement of net position and statement of activities display information on all of the nonfiduciary activities of the City and its blended component units. These statements include the financial activities of the overall government, except for fiduciary activities. Eliminations have been made to minimize the double counting of internal activities. These statements distinguish between the governmental and business-type activities of the City. Governmental activities, which are normally supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees charged to external parties.

The statement of activities presents a comparison between direct expenses and program revenues for each different identifiable activity of the City's business-type activities and for each function of the City's governmental activities. Direct expenses are those that are specifically associated with a program or function and; therefore, are clearly identifiable to a particular function. Program revenues include 1) charges paid by the recipients of goods and services offered by the program, 2) operating grants and contributions and 3) capital grants and contributions. Taxes and other items not properly included among program revenues are reported instead as general revenues.

The fund financial statements provide information about the City's funds, including blended component units. Funds are organized into three major categories: governmental, proprietary and fiduciary. The emphasis is placed on major funds within the governmental and proprietary categories; each is displayed in a separate column. All remaining governmental and enterprise funds are separately aggregated and reported as nonmajor funds.

Note 1: Summary of Significant Accounting Policies (Continued)

The City reports the following major governmental funds:

- The General fund is used to account for all revenues and expenditures necessary to carry out basic governmental activities of the City that are not accounted for through other funds. For the City, the General Fund includes such activities as public safety, community development, and recreation and culture services.

- The Program Income fund is a special revenue fund used to account for revenues and expenditures related to HOME, CDBG and EDBG program income. Funding comes primarily from program income from federal grants.

- The Capital Improvement Project fund is a capital projects fund used to account for revenues and expenditures for capital projects.

The City reports the following proprietary funds:

- The Water fund is an enterprise fund used to account for activity related to providing customers with water service and billing for services provided by the City.

- The Sewer fund is an enterprise fund used to account for activity related to providing customers with sewer service and billing for services provided by the City.

The City reports the following additional fund types:

- The Private Purpose Trust fund accounts for property held under other trust arrangement under which principal and income benefit individuals, private organizations, or other governments. Private purpose trust funds include the Successor Agency to the Redevelopment Agency of the City of Live Oak.

c. Basis of Accounting and Measurement Focus

The government-wide and proprietary fund financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Nonexchange transactions, in which the City gives (or receives) value without directly receiving (or giving) equal value in exchange, include property and sales tax, grants, entitlements, and donations. Under the accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenues from sales tax are recognized when the underlying transactions take place. Revenues from grants, entitlements, and donations are recognized in the fiscal year in which all eligibility requirements have been satisfied.

Note 1: Summary of Significant Accounting Policies (Continued)

Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. Property and sales taxes, interest, certain state and federal grants and charges for services are considered susceptible to accrual and are recognized as revenue when their receipt occurs within sixty days after the end of the fiscal year. Expenditures are generally recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures as well as expenditures related to compensated absences, and claims and judgments are recorded only when payment is due. General capital assets acquisitions are reported as expenditures in the various functions of the governmental funds. Proceeds of governmental long-term debt and acquisitions under capital leases are reported as other financing sources.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the enterprise funds are charges to customers for sales and services. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation of capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

Fiduciary funds include trust funds and agency funds. The City's private purpose trust fund is recorded using the economic resources measurement focus and the accrual basis of accounting.

d. Non-Current Governmental Assets/Liabilities

Non-current governmental assets and liabilities, such as capital assets and long-term liabilities, are reported in the governmental activities column in the government-wide statement of net position.

e. Cash and Cash Equivalents

For purposes of the accompanying Statement of Cash Flows, the City considers all highly liquid investments with an original maturity of three months or less and amounts held in the City's investment pool to be cash and cash equivalents.

f. Investments

The City pools cash and investments of all funds. Each fund's share in this pool is displayed in the accompanying financial statements as cash and investments.

Investment transactions are recorded on the trade date. The fair value of investments is determined annually. Investments in nonparticipating interest-earning investment contracts are reported at cost; short term investments are reported at amortized cost, investments in Local Agency Investment Fund, an external pool, are reported at amortized cost which approximates fair value, and the fair value of all other investments are obtained by using quotations obtained from independent published sources or by the safekeeping institution. The fair value represents the amount the City could reasonably expect to receive for an investment in a current sale between a willing buyer and seller.

Note 1: Summary of Significant Accounting Policies (Continued)

Income from pooled investments is allocated to the individual funds based on the fund or participant's average daily cash balance at quarter end in relation to the total pool investments. Income from non-pooled investments is recorded based on the specific investments held by the fund.

g. Receivables

Receivables for governmental activities consist mainly of accounts, interest, taxes, intergovernmental, and notes and loans. Management believes its receivables are fully collectible and, accordingly, no allowance for doubtful accounts is required.

Receivables for enterprise funds consist mainly of user fees and interest. Management records an allowance for doubtful accounts based on actual customer balances that the City Council has approved to be written off. At June 30, 2019, the allowance for doubtful accounts was $1,299.

h. Other Assets

1. Inventory

Governmental fund inventories are recorded as expenditures at the time inventory is purchased rather than when consumed. Records are not maintained of inventory and supplies on hand, although these amounts are not considered material.

2. Prepaid Items

Payments made for services that will benefit periods beyond June 30, 2019, are recorded as prepaid items under both the accrual and modified accrual basis of accounting. The cost of prepaid items is recorded as expenditures/expenses when consumed rather than when purchased. The City records both prepaid costs for expenditures/expenses paid for services that will benefit future periods and prepaid insurance for the net investment in a joint powers self-insurance agency.

i. Capital Assets

Capital assets, including public domain (infrastructure such as roads, bridges, sidewalks, sewer and similar items) are defined by the City as assets with a cost greater than $5,000 ($10,000 for enterprise funds) for assets other than infrastructure and $75,000 for infrastructure and an estimated useful life of more than two years. Capital assets are recorded at historical cost or estimated historical cost if actual historical cost is unavailable. Contributed capital assets are recorded at their acquisition value at the date of donation.

Capital assets used in operations are depreciated or amortized using the straight-line method over the assets estimated useful life in the government-wide financial statements. The range of estimated useful lives by type of asset is as follows:

Depreciable Asset	Years
Equipment	3-25
Structures and improvements	5-50
Infrastructure	20-75

Note 1: Summary of Significant Accounting Policies (Continued)

Maintenance and repairs are charged to operations when incurred. Betterments and major improvements which significantly increase values, change capacities or extend useful lives are capitalized. Upon sale or retirement of capital assets, the cost and related accumulated depreciation are removed from the respective accounts and any resulting gain or loss is included in the results of operations.

j. Property Tax

Sutter County assesses properties, bills, collects, and distributes property taxes to the City. The County remits the entire amount levied and handles all delinquencies, retaining interest and penalties.

Property taxes are levied on a fiscal year (July 1 - June 30). The secured property tax assessments are due on November 1 and February 1 and become delinquent after December 10 and April 10, respectively. The unsecured property tax assessments are due on August 1 and become delinquent after August 31. Property taxes become a lien on the property effective January 1 of the preceding year.

The City recognizes property taxes when the individual installments are due, provided they are collected within 60 days after year-end.

k. Interfund Transactions

Interfund transactions are reflected as either loans, services provided or used, reimbursements or transfers.

Loans reported as receivables and payables are referred to as either “due to/from other funds” (i.e. the current portion of interfund loans) or “advances to/from other funds” (i.e., the noncurrent portion of interfund loans) as appropriate and are subject to elimination upon consolidation. Any residual balances outstanding between the governmental activities and the business-type activities are reported in the government-wide financial statements as “internal balances.” Advances between funds, as reported in the fund financial statements, are offset by a nonspendable fund balance account in applicable governmental funds to indicate that they are not in spendable form.

Services provided or used, deemed to be at market or near market rates, are treated as revenues and expenditures or expenses. These services provide information on the net cost of each government function and therefore are not eliminated in the process of preparing the government-wide statement of activities.

Reimbursements occur when the funds responsible for particular expenditures or expenses repay the funds that initially paid for them. Such reimbursements are reflected as expenditures or expenses in the reimbursing fund and reductions to expenditures or expenses in the reimbursed fund.

All other interfund transactions are treated as transfers. Transfers between funds are netted as part of the reconciliation to the government-wide presentation.

Note 1: Summary of Significant Accounting Policies (Continued)

l. Unearned Revenue

Under the accrual and modified accrual basis of accounting, revenue may be recognized only when it is earned. When assets are recognized in connection with a transaction before the earnings process is complete, those assets are offset by a corresponding liability for unearned revenue.

m. Compensated Absences

Compensated absences comprise unused vacation leave, vested sick pay and certain compensated time off, which is paid at the date of termination from City employment. All compensated pay is accrued when incurred in the government-wide and proprietary fund financial statements. For all governmental funds, termination pay-outs expected to be paid out of current financial resources are recorded as fund liabilities.

n. Pensions

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the City's California Public Employees' Retirement System (CalPERS) plan (Plan) and additions to/deductions from the Plans' fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

o. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period and so will not be recognized as an outflow of resources (expense/expenditure) until then. The government has two items which qualify for reporting in this category. These items relate to outflows from changes in the net pension liability and the net OPEB asset and are reportable on the Statement of Net Position.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time. The government has three types of items which qualify for reporting in this category. One item, unavailable revenue, is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues for receivables that have not been received within the period of availability. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available. The second and third items relate to inflows from changes in the net pension liability and net OPEB asset and are reportable on the Statement of Net Position.

Note 1: Summary of Significant Accounting Policies (Continued)

p. Estimates

The preparation of basic financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

q. Other Postemployment Benefits (OPEB)

For purposes of measuring the net OPEB asset, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the City's plan (OPEB Plan), the assets of which are held by the California Employers' Retiree Benefit Trust (CERBT), and additions to/deductions from the OPEB Plan's fiduciary net position have been determined by an independent actuary. For this purpose, benefit payments are recognized when currently due and payable in accordance with the benefit terms. Investments are reported at fair value.

Generally accepted accounting principles require that the reported results must pertain to liability and asset information within certain defined timeframes. For this report, the following timeframes are used:

Valuation Date	June 30, 2017
Measurement Date	June 30, 2018
Measurement Period	July 1, 2017 to June 30, 2018

r. Net Position

As prescribed by GASB Statement No. 54, governmental funds report fund balance in classifications based primarily on the extent to which the City is bound to honor constraints on the specific purposes for which amounts in the funds can be spent. As of June 30, 2019, fund balance for governmental funds is made up of the following:

- **Nonspendable fund balance** - amounts that cannot be spent because they are either (a) not in spendable form, or (b) legally or contractually required to be maintained intact. The "not in spendable form" criterion includes items that are not expected to be converted to cash, for example: inventories and prepaid amounts.

Note 1: Summary of Significant Accounting Policies (Continued)

- **Restricted fund balance** - amounts with constraints placed on their use that are either (a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation. Restrictions may effectively be changed or lifted only with the consent of resource providers

- **Unrestricted net position** - all other net position that does not meet the definition of "restricted" or "net investment in capital assets."

Net Position Restricted by Enabling Legislation

The government-wide Statement of Net Position reports $4,248,784 of restricted net position, of which $1,363,266 is restricted by enabling legislation.

Net Position Flow Assumption

When a government funds outlays for a particular purpose from both restricted and unrestricted resources, a flow assumption must be made about the order in which the resources are considered to be applied. When both restricted and unrestricted net position are available, it is considered that restricted resources are used first, followed by the unrestricted resources.

s. Fund Balance

As prescribed by GASB Statement No. 54, governmental funds report fund balance in classifications based primarily on the extent to which the City is bound to honor constraints on the specific purposes for which amounts in the funds can be spent. As of June 30, 2019, fund balance for governmental funds is made up of the following:

- **Nonspendable fund balance** - amounts that cannot be spent because they are either: (a) not in spendable form, or (b) legally or contractually required to be maintained intact. The "not in spendable form" criterion includes items that are not expected to be converted to cash, for example: inventories and prepaid amounts.

- **Restricted fund balance** - amounts with constraints placed on their use that are either: (a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation. Restrictions may effectively be changed or lifted only with the consent of resource providers.

- **Committed fund balance** - amounts that can only be used for the specific purposes determined by formal action of the City's highest level of decision-making authority. The City Council is the highest level of decision-making authority for the City that can, by adoption of an ordinance commit fund balance. Once adopted, the limitation imposed remains in place until a similar action is taken to remove or revise the limitation. The underlying action that imposed the limitation needs to occur no later than the close of the reporting period.

Note 1: Summary of Significant Accounting Policies (Continued)

- **Assigned fund balance** - amounts that are constrained by the City's intent to be used for specific purposes. The intent can be established at either the highest level of decision-making, or by a body or an official designated for that purpose.

- **Unassigned fund balance** - the residual classification for the City's General fund that includes all amounts not contained in the other classifications. In other funds, the unassigned classification is used only if expenditures incurred for specific purposes exceed the amounts restricted, committed, or assigned to those purposes.

Fund Balance Flow Assumption

When a government funds outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance), a flow assumption must be made about the order in which the resources are considered to be applied. When both restricted and unrestricted fund balance are available, it is considered that restricted fund balance is depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

Note 2: Stewardship, Compliance and Accountability

a. Restatement of Net Position

Adjustments resulting from errors or a change to comply with provisions of the accounting standards are treated as adjustments to prior periods. Accordingly, the City reports these changes as restatements of beginning net position. The impact of and reasons for the restatements on the net position on the financial statements as previously reported are presented below:

	Governmental Activities (1)	Water Fund (2)	Sewer Fund (2)	Business-type Activities (2)
Net Position, June 30, 2018, as previously reported	$ 39,080,560	$ 6,741,288	$ 25,024,924	$ 32,099,544
Restatements	10,422,971	2,089,095	(2,089,095)	-
Net Position, July 1, 2018, as restated	$ 49,503,531	$ 8,830,383	$ 22,935,829	$ 32,099,544

(1) A prior period adjustment was due to remove deferred inflows related to deferred housing loans in conformance with GASB Statements 63 and 65.
(2) A prior period adjustment was required to properly correct capitalized costs that were recorded in the incorrect fund in prior years.

b. Deficit Fund Balance/Net Position

The following non-major special revenue funds had a deficit fund balance:

The 14-HOME-9274 fund had a fund balance deficit of $3,945, which is expected to be eliminated in the future through grant reimbursements.

The Mello Roos CFD 2004-1 Fire fund had a fund balance deficit of $2,769, which is expected to be eliminated in the future through special assessment revenues.

The Mello Roos CFD 2004-1 Street Lighting fund had a fund balance deficit of $11,650, which is expected to be eliminated in the future through special assessment revenues.

The Storm Drain Connection Fees fund had a fund balance deficit of $26,540, which is expected to be eliminated in the future through connection fees.

The 13-CDBG-8933 Skate Park fund had a fund balance deficit of $430,713, which is expected to be eliminated in the future through grant reimbursements.

The 16-HOME-11532 fund had a fund balance deficit of $6,710, which is expected to be eliminated in the future through grant reimbursements.

The 16-HOME-11380 fund had a fund balance deficit of $3,267, which is expected to be eliminated in the future through grant reimbursements.

Note 3: Cash and Investments

a. Financial Statement Presentation

As of June 30, 2019, the City's cash and investments are reported in the financial statements as follows:

Governmental activities	$ 8,022,675
Business-Type activities	4,194,909
Private Purpose Trust	29,376
Total Cash and Investments	$ 12,246,960

As of June 30, 2019, the City's cash and investments consisted of the following:

Cash:	
Cash on hand	$ 1,020
Deposits (less outstanding checks)	3,054,011
Total Cash	3,055,031
Investments:	
Certificate of Deposit	31,000
LAIF	8,583,670
Money Market Funds	577,259
Total Investments	9,191,929
Total Cash and Investments	$ 12,246,960

b. Cash

At year end, the carrying amount of the City's cash deposits (including amount in checking accounts and money market accounts) was $3,054,011 and the bank balance was $3,147,521. The difference between the bank balance and the carrying amount represents outstanding checks and deposits in transit. In addition, the City had cash on hand of $1,020.

Custodial Credit Risk for Deposits - Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, the City will not be able to recover its deposits or collateral securities that are in the possession of an outside party. The City's investment policy requires that deposits in banks must meet the requirements of the California Government Code. Under this code, deposits of more than $250,000 must be collateralized at 105 percent to 150 percent of the value of the deposit to guarantee the safety of the public funds. The first $250,000 of the City's deposits are insured by the Federal Deposit Insurance Corporation (FDIC). Deposits more than the $250,000 insured amount are collateralized.

Note 3: Cash and Investments (Continued)

c. Investments

Pursuant to Section 53646 of the Government Code, the City prepares an investment policy annually and presents it to the City Council for review and approval. The investment policy provides the basis for the management of a prudent, conservative investment program. Funds are invested to provide the maximum security of principal with secondary emphasis on achieving the highest return, while meeting daily cash flow needs. All investments are made in accordance with the Government Code and, in general, the investment policy is more restrictive than state law.

Under the provisions of the City's investment policy the City may invest or deposit in the following:

U.S. Government Obligations
U.S. Government Agencies and Instrumentalities Securities
Repurchase Agreements
Banker's Acceptances
Commercial Paper
Medium-Term Corporate Notes
Certificates of Deposit
Negotiable Certificates of Deposit
Local Agency Investment Fund (LAIF)
California Pooled Investment Authority
Money Market Mutual Funds

Fair Value Measurements - The City measures and records its investments using fair value measurement guidelines established by generally accepted accounting principles. These guidelines recognize a three-tiered fair value hierarchy, as follows:

Level 1: Quoted prices for identical investments in active markets;
Level 2: Observable inputs other than quoted market prices; and,
Level 3: Unobservable inputs.

The City's position in external investment pools is, in itself, regarded as a type of investment, and looking through to the underlying investments of the pool is not appropriate. Therefore, the City's investment in external investment pools is not recognized in the three-tiered fair value hierarchy described above.

Note 3: Cash and Investments (Continued)

At June 30, 2019, the City had the following recurring fair value measurements.

Investment Type	Fair Value	Level 1	Level 2	Level 3
Certificate of Deposit	$ 31,000	$ -	$ 31,000	$ -
Uncategorized				
Money Market Funds	577,259			
Local Agency Investment Funds (LAIF)	8,583,670			
Total Investments Measured at Amortized Cost	9,160,929			
Total Investments	$ 9,191,929			

Interest Rate Risk - Interest rate risk is the risk of loss due to the fair value of an investment falling due to interest rates rising. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. To limit exposure to fair value losses resulting from increases in interest rates, the City's investment policy limits investment maturities to a term appropriate to the need for funds so as to permit the City to meet all projected obligations. Any investments that mature more than five years from the date of purchase cannot occur without prior approval of the City Council.

At June 30, 2019, the City had the following investments all of which had a maturity of 5 years or less:

Investment Type	Interest Rates	Maturities 0-1 Year	Fair Value
Certificate of Deposit	Variable	$ 31,000	$ 31,000
Local Agency Investment Fund (LAIF)	Variable	8,583,670	8,583,670
Money Market Funds	Variable	577,259	577,259
Total Investments		$ 9,191,929	$ 9,191,929

Credit Risk - Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The City's investment policy sets specific parameters by type of investment to be met at the time of purchase. As of June 30, 2019, the City investments were all pooled with the State of California Local Agency Investment Fund which is not rated by a nationally recognized statistical rating organization.

Custodial Credit Risk - Custodial credit risk for investments is the risk that, in the event of the failure of a depository financial institution, the City will not be able to recover its deposits or collateral securities that are in the possession of an outside party. To mitigate the custodial credit risk the City's investment policy requires that all of its managed investments be held in safekeeping by a third-party bank trust department.

Note 3: Cash and Investments (Continued)

Concentration of Credit Risk - Concentration of credit risk is the risk of loss attributed to the magnitude of the City's investment in a single issuer of securities. When investments are concentrated in one issuer, this concentration presents a heightened risk of potential loss. The City's investment policy contains limitations on the amount that can be invested in any one issuer. As of June 30, 2019, the City investments were all pooled with the State of California Local Agency Investment Fund which holds a diversified portfolio of high-quality investments.

d. Investment in External Investment Pools

The City of Live Oak maintains an investment in the State of California Local Agency Investment Fund (LAIF), managed by the State Treasurer. This fund is not registered with the Securities and Exchange Commission as an investment company but is required to invest according to California State Code. The Local Investment Advisory Board (Board) has oversight responsibility for LAIF. The Board consists of five members as designated by State Statute. At June 30, 2019, the City's investment in LAIF valued at amortized cost was $8,583,670 and is the same as the value of the pool shares. There are no restrictions on withdrawal of funds. The total amount invested by all public agencies in LAIF on that day was $105.6 billion. Of that amount, 99.17 percent is invested in non-derivative financial products and 0.83 percent in structured notes and asset-backed securities.

Note 4: Capital Assets

Capital assets activity for the year ended June 30, 2019, was as follows:

Governmental Activities

Governmental activities	Balance at June 30, 2018	Transfers	Additions	Retirements	Balance at June 30, 2019
Capital assets not being depreciated					
Land	$ 6,584,996	$ -	$ -	$ -	$ 6,584,996
Construction-in-progress	963,365	(140,316)	346,102	-	1,169,151
Total capital assets not being depreciated	7,548,361	(140,316)	346,102	-	7,754,147
Capital assets being depreciated					
Buildings and improvements	7,561,067	-	-	-	7,561,067
Equipment	3,852,922	-	720,680	28,130	4,545,472
Infrastructure	22,058,947	140,316	-	-	22,199,263
Total capital assets being depreciated	33,472,936	140,316	720,680	28,130	34,305,802
Less accumulated depreciation					
Buildings and improvements	(1,469,216)	-	(262,831)	-	(1,732,047)
Equipment	(2,794,227)	-	(200,151)	28,130	(2,966,248)
Infrastructure	(7,513,303)	-	(537,306)	-	(8,050,609)
Total accumulated depreciation	(11,776,746)	-	(1,000,288)	28,130	(12,748,904)
Capital assets being depreciated, net	21,696,190	140,316	(279,608)	-	21,556,898
	$ 29,244,551	$ -	$ 66,494	$ -	$ 29,311,045

Note 4: Capital Assets (Continued)

Business-Type Activities

	Balance June 30, 2018	Additions	Balance June 30, 2019
Capital assets, not being depreciated:			
Land	$ 233,241	$ -	$ 233,241
Construction in progress	2,344,994	626,213	2,971,207
Total capital assets, not being depreciated	2,578,235	626,213	3,204,448
Capital assets, being depreciated:			
Buildings and improvements	38,641	-	38,641
Equipment	1,585,929	-	1,585,929
Infrastructure	47,731,996	-	47,731,996
Total capital assets, being depreciated	49,356,566	-	49,356,566
Less accumulated depreciation for:			
Buildings and improvements	(38,641)	-	(38,641)
Equipment	(1,293,565)	(47,099)	(1,340,664)
Infrastructure	(15,064,541)	(1,398,173)	(16,462,714)
Total accumulated depreciation	(16,396,747)	(1,445,272)	(17,842,019)
Total capital assets being depreciated, net	32,959,819	(1,445,272)	31,514,547
Business-Type activities capital assets, net	$ 35,538,054	$ (819,059)	$ 34,718,995

Depreciation

Depreciation expense was charged to governmental functions as follows:

General Government	$ 54,865
Public safety	115,657
Community development	530,225
Culture and recreation	297,585
Public ways and facilities	1,956
Total Depreciation Expense - Governmental Functions	$ 1,000,288

Depreciation expense was charged to business-type functions as follows:

Water	$ 335,540
Sewer	1,109,732
Total Depreciation Expense - Business-Type Functions	$ 1,445,272

Note 4: Capital Assets (Continued)

Construction in Progress

Construction in progress for governmental activities and business-type activities relate primarily to work performed on the following projects:

	Balance
Governmental Activities	
Parks and Recreation	
Rec Trail Segment 4	$ 95,614
City Signs	107,911
Total Parks and Recreation	203,525
Streets & Roads	
Underground Utility	886,285
Pennington Road Project	79,341
Total Streets & Roads	965,626
Total Governmental Activities	$ 1,169,151
Business-type Activities	
Water Enterprise	
Well #7	2,406,374
Pennington Water Main	259,809
Total Water Enterprise	2,666,183
Sewer Enterprise	
Dewatering project	293,763
Security gate	11,261
Total Sewer Enterprise	305,024
Total Business-type Activities	$ 2,971,207

Note 5: Interfund Transactions

Due To/From Other Funds

During the course of operations, transactions occur between funds to account for goods received or services rendered. These receivables and payables are classified as due from or due to other funds. In addition, when funds overdraw their share of pooled cash, the receivables and payables are also classified as due from or due to other funds. The following are due to and due from balances as of June 30, 2019:

Due from other funds	Due to other funds	Amount
General Fund	Other Governmental Funds	$ 493,839
Capital Improvement Project	Other Governmental Funds	45,000
		$ 538,839

Transfers

Transfers are indicative of funding for capital projects, lease payments or debt service, subsidies of various City operations and re-allocations of special revenues. The following are the interfund transfers for fiscal year ended June 30, 2019:

Transfers In	Transfer Out	Amount
Capital Improvement Project	General Fund	$ 19,762
Capital Improvement Project	Other Governmental Funds	422,728
Other Governmental Funds	Capital Improvement Project	320
		$ 442,810

Additionally, a transfer of capital assets was made by governmental activities to business-type activities in the amount of $577,087.

Note 6: Loans Receivable

At June 30, 2019, the City had the following loans receivable, including principal and accrued interest:

	Governmental Activities		
Loan Type	Principal	Interest	Total
CDBG Housing Rehab	$ 462,000	$ 116,433	$ 578,433
CDBG First Time Home Buyer	474,000	205,874	679,874
CDBG Public Improvements	680,800	-	680,800
EDBG Business Assistance	35,309	23	35,332
HOME Owner Occupied Rehab	1,399,472	105,439	1,504,911
HOME First Time Home Buyer	163,162	68,999	232,161
HOME Housing New Construction	7,440,657	745,947	8,186,604
HOME Program Income Housing New Construction	59,343	10,116	69,459
HOME Program Income First Time Home Buyer	155,113	58,086	213,199
HOME Program Income Owner Occupied Rehab	93,679	25,624	119,303
City Loan First Time Home Buyer	75,000	26,402	101,402
Impact Fees Housing New Construction	667,349	18,540	685,889
Total	$ 11,705,884	$ 1,381,483	$ 13,087,367

A total of $13,087,367 was recorded as loans receivable at June 30, 2019. These represent low interest notes principal portion to finance multi-family and single-family construction and rehabilitation projects, home buyer assistance for low income families, as well as business start-up costs. Loan terms are 15 to 55 years with interest rates at 0.00 to 5.00 percent. The primary source of funding for these loans comes from grants from the federal Community Development Block Grant (CDBG) and Home Investment Partnerships (HOME) programs. The CDBG and HOME grants contain monitoring requirements to ensure grant compliance. These requirements are reflected in the loan agreements. Due to the terms of the loans, offsetting deferred inflows of resources of $12,300,076 have been established in the Governmental Funds Balance Sheet for the housing and business loan principal and interest payments.

Note 7: Long-Term Liabilities

Debt Service Requirements

The following is a summary of changes in long-term liabilities for the year ended June 30, 2019:

Type of Indebtedness	Balance June 30, 2018	Retirements	Balance June 30, 2019	Amounts Due Within One Year
Governmental Activities				
Direct Placements:				
City of Yuba City Loan	$ 317,295	$ (52,882)	$ 264,413	$ 52,882
Capital Lease: Fire engine	549,863	(70,532)	479,331	73,050
Total Governmental Activities	$ 867,158	$ (123,414)	$ 743,744	$ 125,932
Business-Type Activities				
Direct Placements:				
State Department of Water Resources revolving fund loan	$ 4,970,364	$ (184,269)	$ 4,786,095	$ 186,111
Certificates of Participation	1,920,000	(70,000)	1,850,000	70,000
Total Business-Type Activities	$ 6,890,364	$ (254,269)	$ 6,636,095	$ 256,111

For business-type activities, all debt is accounted for in the proprietary fund where the liability occurred.

Note 7: Long-Term Liabilities (Continued)

Individual issues of debt payable outstanding at June 30, 2019, are as follows:

Governmental Activities	
Direct placement loan:	
City of Yuba City loan dated, August 2012 in the amount of $528,825, payable in semi-annual installments of $26,156 to $26,728 with an interest rate of 0.228% and a maturity of September 1, 2023. The loan was used to provide funding to the Sutter Animal Services Authority. In the event of default, the City will forfeit all rights and interest in the Animal Control Facility.	$ 264,413
Total Loans	264,413
Direct placement capital lease:	
The City entered into a lease purchase agreement with US Bancorp Government Leasing and Finance Inc. in January 2018. Using the lease proceeds, the City purchased a fire engine from Ferrara Rev Group for $549,863. The fire engine was delivered to the City in September 2018 and went into service at that time. The lease arrangement goes out seven years at an interest rate of 3.57% with annual payments commencing in January 2019. The lease is an obligation of the City's General Fund and is accounted for as a long term general liability of the City.	479,331
Total Capital Leases	479,331
Total Governmental Activities	$ 743,744
Business-Type Activities	
Direct placement loan:	
State Department of Water Resources loan, dated February 26, 2010 in the amount of $6,040,511, payable in annual installments of $175,812 to $231,656 with an interest rate of 1.00% and maturity of June 30, 2042. The loan was used to finance wastewater treatment plant upgrade project.	$ 4,786,095
Total Loans	4,786,095
Direct Placement Certificates of Participation:	
2003 Certificates of Participation, dated January 1, 2004 in the amount of $1,269,025, payable in annual installments of $30,000 to $39,025 with an interest rate of 4.25% and maturity of July 1, 2043. The certificates were used to finance a wastewater improvement project. The certificates are backed by a pledge of net revenues of the wastewater fund.	810,000
2005 Certificates of Participation, dated January 1, 2006 in the amount of $1,441,000, payable in annual installments of $1,000 to $40,000 with an interest rate of 4.25% and maturity of July 1, 2044. The certificates were used to finance a water meter installation and improvement project. The certificates are backed by a pledge of net revenues of the waste fund.	1,040,000
Total Certificates of Participation	1,850,000
Total Business-Type Activities	$ 6,636,095

Note 7: Long-Term Liabilities (Continued)

As of June 30, 2019, the City was not in compliance with the rate covenant for their 2005 Water Fund COPs. The target coverage ratio of operating revenues to operating expenses is 110% and the City had a ratio of 94.68%.

The following are schedules of debt payment requirements of governmental activities and business-type activities to maturity for long-term debt.

Governmental Activities

Year Ended June 30,	Loans Principal	Loans Interest	Loans Total
2020	$ 52,882	$ 573	$ 53,455
2021	52,882	452	53,334
2022	52,882	332	53,214
2023	52,882	211	53,093
2024	52,885	90	52,975
Total	$ 264,413	$ 1,658	$ 266,071

Year Ended June 30,	Fire Engine Principal	Fire Engine Interest	Fire Engine Total
2020	$ 73,050	$ 17,112	$ 90,162
2021	75,658	14,504	90,162
2022	78,359	11,803	90,162
2023	81,156	9,006	90,162
2024	84,054	6,109	90,163
2025	87,054	3,108	90,162
Total	$ 479,331	$ 61,642	$ 540,973

Business-Type Activities

Year Ended June 30,	Loans Principal	Loans Interest	Loans Total
2020	$ 186,111	$ 47,861	$ 233,972
2021	187,972	46,000	233,972
2022	189,852	44,120	233,972
2023	191,751	42,222	233,973
2024	193,668	40,304	233,972
2025-2029	997,781	172,080	1,169,861
2030-2034	1,048,680	121,183	1,169,863
2035-2039	1,102,171	67,690	1,169,861
2040-2042	688,109	13,808	701,917
Total	$ 4,786,095	$ 595,268	$ 5,381,363

Note 7: Long-Term Liabilities (Continued)

Business-Type Activities

Year Ended June 30,	Certificates of Participation		
	Principal	Interest	Total
2020	$ 70,000	$ 77,138	$ 147,138
2021	70,000	74,163	144,163
2022	70,000	71,188	141,188
2023	70,000	68,213	138,213
2024	70,000	65,238	135,238
2025-2029	365,000	279,969	644,969
2030-2034	365,000	202,406	567,406
2035-2039	365,000	124,844	489,844
2040-2044	365,000	47,281	412,281
2045-2049	40,000	850	40,850
Total	$ 1,850,000	$ 1,011,290	$ 2,861,290

Note 8: Compensated absences

A summary of the changes in compensated absences for the year ended June 30, 2019 is as follows:

	Balance June 30, 2018	Additions	Reductions	Balance June 30, 2019	Due in One Year
Governmental Activities	$ 55,852	$ 26,078	$ 25,840	$ 56,090	$ 17,763
Business-Type activities	48,518	24,040	16,858	55,700	34,962
Total Primary Government	$ 104,370	$ 50,118	$ 42,698	$ 111,790	$ 52,725

Note 9: Fund Balances

The fund balances for all major and non-major governmental funds as of June 30, 2019, were distributed as follows:

	General	Program Income	Capital Improvement Project	Other Governmental Funds	Total
Nonspendable:					
Prepaid costs	$ 15,268	$ -	$ -	$ 4,559	$ 19,827
Subtotal	15,268	-	-	4,559	19,827
Restricted For:					
Developer Deposits	-	-	-	3,254	3,254
Street maintenance and	-	-	-	370,144	370,144
Law enforcement services	-	-	-	239,632	239,632
Sidewalk improvement	-	-	-	17,768	17,768
Street lighting	-	-	-	115,961	115,961
Mello Roos	-	-	-	222,008	222,008
Fire protection services	-	-	-	11,334	11,334
Impact fees	-	-	-	902,987	902,987
Community development	-	427,927	-	581,537	1,009,464
Transportation	-	-	-	814,277	814,277
Subtotal	-	427,927	-	3,278,902	3,706,829
Committed to:					
General reserve	866,300	-	-	-	866,300
City/County major fire	24,745	-	-	-	24,745
Equipment replacement	105,296	-	-	-	105,296
Info technology	105,294	-	-	-	105,294
PERS retirement	325,548	-	-	-	325,548
Health insurance	279,804	-	-	-	279,804
OPEB	186,214	-	-	-	186,214
Capital facilities	685,631	-	-	-	685,631
Subtotal	2,578,832	-	-	-	2,578,832
Unassigned	2,076,221	-	1,847	(485,594)	1,592,474
Totals	$ 4,670,321	$ 427,927	$ 1,847	$ 2,797,867	$ 7,897,962

Fund Balance Policy

The City Council adopted the City of Live Oak Fund Balance Policy in 2011. The policy establishes procedures for reporting fund balance classifications, establishes prudent reserve requirements and establishes a hierarchy of fund balance expenditures. The policy also provides for a measure of financial protection for the City against unforeseen circumstances and to comply with GASB Statement No. 54.

Included in the City's adopted budget each year are the City's Budget Policies. The Budget Policies state that the City will maintain a minimum General Fund general reserve equal to 30 percent of the General Fund's appropriations. This is considered Live Oak's "Healthy Cities Reserve".

Note 10: Pension Plan

a. General Information about the Pension Plan

Plan Description

All qualified permanent and probationary employees are eligible to participate in the City of Live Oak Miscellaneous cost-sharing multiple-employer defined benefit pension plan administered by the California Public Employees' Retirement System (CalPERS). Benefit provisions under the Plan are established by State statute and Local Government resolution. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website.

At the measurement date, the City had 14 employees participating in the Miscellaneous "Classic" Plan and 11 employees participating in the Miscellaneous PEPRA Plan.

Benefits Provided

CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full-time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is one of the following: the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost of living adjustments for each plan are applied as specified by the Public Employees' Retirement Law.

The Plans' provisions and benefits in effect at the measurement date, are summarized as follows:

	Miscellaneous Rate Plan	PEPRA Miscellaneous Rate Plan
Hire date	Prior to January 1, 2013*	On or after January 1, 2013
Benefit formula	2.7% @ 55	2% @ 62
Benefit vesting schedule	5 years of service	5 years of service
Benefit payments	monthly for life	monthly for life
Retirement age	50 - 67	52 - 67
Monthly benefits, as a % of eligible compensation	2.000% - 2.700%	1.000% - 2.500%
Required employee contribution rates	8.000%	6.250%
Required employer contribution rates	25.570%	6.781%

*Closed to new member entrants

Note 10: Pension Plan (Continued)

Contribution Description

Section 20814(c) of the California Public Employees' Retirement Law (PERL) requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. The total plan contributions are determined through the CalPERS' annual actuarial valuation process. For public agency cost-sharing plans covered by either the Miscellaneous or Safety risk pools, the Plan's actuarially determined rate is based on the estimated amount necessary to pay the Plan's allocated share of the risk pool's costs of benefits earned by employees during the year, and any unfunded accrued liability. The employer is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

In regard to the "Classic" Plan employees, 7 of them were employed by the City prior to 2014 and the City pays the employee portion of the contributions for these individuals as of the balance sheet date.

The contributions that will be recognized as a reduction to the net pension liability for each plan in fiscal year 2020 are $242,734.

b. Pension Liabilities, Pension Expense and Deferred Outflows/Inflows of Resources Related to Pensions

As of June 30, 2019, the City reported a liability of $1,739,893 for its proportionate share of the net pension liability of the Plan. The City's net pension liability for the Plan is measured as the proportionate share of the net pension liability. The net pension liability of the Plan is measured as of June 30, 2018, and the total pension liability for the Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2017 rolled forward to June 30, 2018 using standard update procedures. The City's proportion of the net pension liability was based on a projection of the City's long-term share of contributions to the pension plans relative to the projected contributions of all participating employers, actuarially determined. The City's proportionate share of the net pension liability for the Miscellaneous risk pool rate plan was 0.04617%, which was a decrease of 0.00012% from its proportion measured as of June 30, 2017.

Note 10: Pension Plan (Continued)

For the year ended June 30, 2019, the City recognized pension expense of $367,052. At June 30, 2019, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension contributions made subsequent to measurement date	$ 242,734	$ -
Changes in assumptions	198,367	(48,616)
Difference between expected and actual experiences	66,761	(22,718)
Differences between actual contributions and the proportionate share of contributions	84,677	-
Net difference between projected and actual earnings on pension plan investments	8,602	-
Adjustment due to difference in proportions	48,820	(71,936)
Total	$ 649,961	$ (143,270)

$242,734 reported as deferred outflows of resources related to contributions made subsequent to the measurement date will be recognized as a reduction of the net pension liability in the fiscal year ended June 30, 2020. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Measurement Period Ended June 30	Deferred Outflows/(Inflows)
2019	$ 208,719
2020	127,838
2021	(56,950)
2022	(15,650)
	$ 263,957

Actuarial Methods and Assumptions Used to Determine Total Pension Liability

For the measurement period ended June 30, 2018, (the measurement date), the total pension liability was determined by rolling forward the June 30, 2017, total pension liability. The June 30, 2017 and the June 30, 2018, total pension liabilities were based on the following actuarial methods and assumptions:

Note 10: Pension Plan (Continued)

Actuarial Cost Method	Entry Age Normal in accordance with the requirements of GASB Statement No. 68
Actuarial Assumptions	
Discount Rate	7.15%
Inflation	2.50%
Salary Increases	Varies by Entry Age and Service
Mortality Rate Table (1)	Derived using CalPERS' Membership Data for all Funds
Post Retirement Benefit Increase	Contract COLA up to 2.00% until Purchasing Power Protection Allowance Floor on Purchasing Power applies, 2.50 % thereafter

The mortality table used in the June 30, 2017 valuation was developed based on CalPERS-specific data. The table includes 15 years of mortality improvements using the Society of Actuaries Scale 90% of scale MP 2016. For more details on this table, please refer to the December 2017 experience study report (based on CalPERS demographic data from 1997 to 2015) that can be found on the CalPERS website at: https://www.calpers.ca.gov/docs/forms-publications/calpers-experience-study-2017.pdf

Change of Assumptions

In 2018, demographic assumptions and inflation rate were changed in accordance to the CalPERS Experience Study and Review of Actuarial Assumptions December 2017.

Discount Rate

The discount rate used to measure the total pension liability was 7.15 percent. To determine whether the municipal bond rate should be used in the calculation of the discount rate for each plan, CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. The tests revealed the assets would not run out. Therefore, the current 7.15 percent discount rate is appropriate, and the use of the municipal bond rate calculation is not deemed necessary. The long-term expected discount rate of 7.15 percent is applied to all plans in the Public Employees' Retirement Fund (PERF). The cash flows used in the testing were developed assuming that both members and employers will make their required contributions on time and as scheduled in all future years. The stress test results are presented in a detailed report called "GASB Crossover Testing Report" that can be obtained at CalPERS website under the GASB 68 section.

Long-term Expected Rate of Return

The long-term expected rate of return on pension plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

Note 10: Pension Plan (Continued)

In determining the long-term expected rate of return, staff took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all of the funds' asset classes, expected compound (geometric) returns were calculated over the short-term (first 10 years) and the long-term (11+ years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the rounded single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equal to the single equivalent rate calculated above and adjusted to account for assumed administrative expenses. The expected real rates of return by asset class are as followed:

Asset Class	New Strategic Allocation	Real Return Years 1 - 10 (1)	Real Return Years 11+ (2)
Global Equity	50.0%	4.80%	5.98%
Global Fixed Income	28.0	1.00	2.62
Inflation Sensitive	0.0	0.77	1.81
Private Equity	8.0	6.30	7.23
Real Estate	13.0	3.75	4.93
Liquidity	1.0	0%	(0.92)
	100%		

(1) An expected inflation of 2.00% used for this period.
(2) An expected inflation of 2.92% used for this period.

Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the net pension liability of the Plan as of the measurement date, calculated using the discount rate of 7.15 percent, as well as what the net pension liability would be if it were calculated using a discount rate that is 1 percentage-point lower (6.15 percent) or 1 percentage-point higher (8.15 percent) than the current rate:

Discount Rate - 1% (6.15%)	Current Discount Rate (7.15%)	Discount Rate +1% (8.15%)
$ 2,648,364	$ 1,739,893	$ 989,966

Pension Plan Fiduciary Net Position

Detailed information about each pension plan's fiduciary net position is available in the separately issued CalPERS financial reports.

Note 11: Other Postemployment Benefits (OPEB)

Plan Description

The City contributes to California Public Employees Retirement System (CalPERS), an agent multiple-employer defined benefit postemployment healthcare plan administrator ("the Retiree Health Plan"). An employee is eligible for lifetime medical benefits under the Plan, along with his/her spouse at the time of retirement, if he or she retires from the City under CalPERS. The retiree receives a benefit of $128 per month from the City. Payments cease at age 65 when the retiree is eligible for Medicare.

Employees Covered

As of the June 30, 2017 actuarial valuation, the following current and former employees were covered by the benefit terms under the Retiree Health Plan:

Active	21
Inactive employees or beneficiaries currently receiving benefits	7
Inactive employees entitled to, but not yet receiving benefits	0
Total	28

Contributions

The Retiree Health Plan and its contribution requirements are established by Memoranda of Understanding with the applicable employee bargaining units and may be amended by agreements between the City and the bargaining units. The annual contribution is based on the actuarially determined contribution. For the year ended June 30, 2019, the City's cash contributions were $18,875 in total payments, which will be recognized as an increase to the net OPEB asset.

Note 11: Other Postemployment Benefits (OPEB) (Continued)

Net OPEB Asset

The City's net OPEB asset was measured as of June 30, 2018 and the total OPEB liability used to calculate the net OPEB asset was determined by an actuarial valuation dated June 30, 2017 to determine the June 30, 2018 total OPEB liability, based on the following actuarial methods and assumptions:

Actuarial Assumptions	
Contribution Policy	Pre-funded through CERBT with Strategy 1 asset allocation
Discount Rate and Long-Term Rate of Return on Investments	6.75% at June 30, 2018 6.75% at June 30, 2017 Plan assets projected to be sufficient to pay all benefits from trust. No crossover date.
General Inflation	2.75% per annum
Mortality, Retirement, Disability, Terminations	CalPERS 1997-2015 Experience Study.
Mortality Improvement	Mortality projected fully generational with Scale MP-17
Medical Trend	Non-Medicare - 7.5% for 2019, decreasing to an ultimate rate of 4.0% in 2076 and later years Medicare - 6.5% for 2019, decreasing to an ultimate rate of 4.0% in 2076 and later years
Municipal Bond Rate	N/A
Participation at Retirement	50% if active medical coverage 0% if waived

The long-term expected rate of return on OPEB plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of OPEB plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Long-term expected real rate of return
Global Equity	57.00%	4.82%
Fixed Income	27.00%	1.47%
TIPS	5.00%	1.29%
Commodities	3.00%	0.84%
REITs	8.00%	3.76%
Total	100.00%	

Note 11: Other Postemployment Benefits (OPEB) (Continued)

Discount Rate

The discount rate used to measure the total OPEB liability was 6.75 percent. The projection of cash flows used to determine the discount rate assumed that City contributions will be made at rates equal to the actuarially determined contribution rates. Based on those assumptions, the OPEB plan's fiduciary net position was projected to be available to make all projected OPEB payments for current active and inactive employees and beneficiaries. Therefore, the long-term expected rate of return on OPEB plan investments was applied to all periods of projected benefit payments to determine the total OPEB liability.

Changes in the Net OPEB Asset

The changes in the net OPEB asset for the Retiree Health Plan are as follows:

	Increase(Decrease)		
	Total OPEB Liability	Plan Fiduciary Net Position	Net OPEB (Asset)
Balance at June 30,2018 (measurement date 6/30/17)	$ 253,076	$ 367,526	$ (114,450)
Changes recognized over the measurement period:			
Service Cost	24,215	-	24,215
Interest	18,226	-	18,226
Contributions - employer*	-	14,578	(14,578)
Net investment income	-	29,243	(29,243)
Benefit payments	(14,578)	(14,578)	-
Adminstrative expenses	-	(682)	682
Net Changes	27,863	28,561	(698)
Balance at June 30, 2019 (measurement date 06/30/2018)	$ 280,939	$ 396,087	$ (115,148)

Sensitivity of the Net OPEB Asset to Changes in the Discount Rate

The following presents the net OPEB asset of the City if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate, for measurement period ended June 30, 2018:

	1% Decrease (5.75%)	Current Discount Rate (6.75%)	1% Increase (7.75%)
Net OPEB Asset	$ (79,328)	$ (115,148)	$ (144,737)

Note 11: Other Postemployment Benefits (OPEB) (Continued)

Sensitivity of the Net OPEB Asset to Changes in the Health Care Cost Trend Rates

The following presents the net OPEB asset of the City if it were calculated using health care cost trend rates that are one percentage point lower or one percentage point higher than the current rate, for measurement period ended June 30, 2018:

	1% Decrease	Current Healthcare Cost Trent Rates	1% Increase
Net OPEB Asset	$ (152,130)	$ (115,148)	$ (69,216)

OPEB Plan Fiduciary Net Position

CalPERS issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained directly from the CalPERS website.

OPEB Expense and Deferred Outflows/Inflows of Resources Related to OPEB

For the fiscal year ended June 30, 2019, the City recognized OPEB expense of $14,911. As of fiscal year ended June 30, 2019, the City reported deferred outflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
OPEB contributions subsequent to measurement date	$ 18,875	$ -
Net difference between projected and actual earnings on OPEB plan investments	-	11,172
Total	$ 18,875	$ 11,172

The $18,875 reported as deferred outflows of resources related to contributions subsequent to the June 30, 2018 measurement date will be recognized as a reduction of the net OPEB liability during the fiscal year ending June 30, 2020. Other amounts reported as deferred outflows of resources related to OPEB will be recognized as OPEB expense as follows:

Fiscal Year Ended June 30	Deferred Outflows/(Inflows)
2020	$ (3,427)
2021	(3,427)
2022	(3,428)
2023	(890)
	$ (11,172)

Note 12: Risk Management

The City is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disaster. The City has joined together with other municipalities to participate in Small Cities Organized Risk Effort (SCORE) for general liability, vehicle liability, and errors and omissions purposes. SCORE is a public entity risk pool which serves as a common risk management and insurance program for member cities. The City pays an annual premium to SCORE for its insurance coverage. The agreements with SCORE provide that they will be self-sustaining through member premiums and will reinsure through commercial companies for excess coverage.

The City continues to carry commercial insurance for all other risks of loss. Settled claims resulting from these risks have not exceeded commercial insurance in any of the past three fiscal years. There is no claims liability to be reported based on the requirements of Governmental Accounting Standards Board Statement No. 10, which requires that a liability for claims be reported if information prior to the issuance of the financial statements indicates that it is probable that a liability has been incurred at the date of the financial statements and the amount of the loss can be reasonably estimated.

Note 13: Redevelopment Successor Agency and City Note Receivable

The City of Live Oak established the Live Oak Redevelopment Agency and its only project area in 2006. The City and Redevelopment Agency entered into a cooperation agreement whereby the Agency intends to reimburse the City for costs associated to the formation of the Agency and its project area. The City incurred $356,849 of formation costs and the cooperation agreement called for the amount to be reimbursed over a 10-year term with a 3 percent simple interest rate. Repayment was to be made from future redevelopment tax increment revenues.

In 2008 the City and surrounding region experienced a significant downturn in property values and the project area did not produce any tax increment revenue for the next three years. Therefore, no payments were made by the Redevelopment Agency to the City in that time frame. Due to the lack of tax increment, the Redevelopment Agency did not incur any further expenses on redevelopment functions other than meeting the ordinary compliance requirements.

In June 2011 the State of California passed legislation dissolving all redevelopment agencies including the Live Oak Redevelopment Agency. The State dissolution action was re-affirmed by the State Supreme Court in January 2012 resulting in the termination of all redevelopment activities and the dissolving of the Live Oak Redevelopment Agency. Upon its dissolution, the Redevelopment Agency had no assets and one liability (the City cooperation agreement).

The State dissolution action created the Live Oak Successor Agency whose sole purpose was to manage and/or resolve all redevelopment related assets and debts until 2017, at which time a County-wide entity will inherit such duties from that time forward. Recent processing and approval of the Successor Agency's "Recognized Obligation Payment Schedule" ("ROPS") indicates an amount of $440,330 (includes interest charges) for the outstanding amount for the City cooperation agreement and $7,500 for administrative costs. The City accounts for the activities of the Successor Agency as a Private-Purpose Trust Fund. The Successor Agency fund recorded a liability due to other government agencies of $447,830 as an amount due to the City of Live Oak as of June 30, 2015. The Successor Agency Trust also recorded a special item - reinstatement of loan payable in the same amount.

Note 13: Redevelopment Successor Agency and City Note Receivable (Continued)

In fiscal year 2014-15, the City's General Fund recorded an asset for the receivable and related revenue in the amount of $447,830 as an amount due from the Successor Agency Trust for the cooperation agreement associated with the formation costs. The General fund also recorded a special item - reinstatement of loan receivable in the same amount. This loan receivable is shown as a nonspendable in the fund balance of the General fund since the City expects the amount to be paid back over several years by the Successor Agency.

However, in November 2015, the State of California Department of Finance informed the City and its Redevelopment Successor Agency of its intention to dissolve the Successor Agency. Recently amended statutes indicate that any Successor Agency that has not been allocated property tax revenue prior to February 1, 2012, the Agency shall, no later than November 1, 2015 submit to the Oversight Board a request to formally dissolve the Agency.

The Agency received its first increment in August 2015, however, detail from the Sutter County Auditor-Controller indicates amounts provided to the Live Oak Redevelopment Successor Agency include apportionments of monies from prior years including money prior to February 1, 2012.

The action to dissolve the Successor Agency is still considered to be in dispute by the City. However, there is a significant probability that the City may not be able to reverse the State's action to dissolve the Successor Agency. Therefore, the City has chosen to restate the receivable to zero as of the balance sheet date.

Note 14: Other Information

a. Commitments

The following material construction commitments existed at June 30, 2019:

Project Name	Contract Amount	Expenditures to date as of June 30, 2019	Remaining Commitments
Prop 84 Well #7	$ 2,253,559	$ 1,278,320	$ 975,239
Pennington Rd East Rehab, 13-CDBG	1,951,284	729,349	1,221,935

Amounts received or receivable from grant agencies are subject to audit and adjustment by grantor agencies. Any disallowed claims, including amounts already collected, may constitute a liability of the appreciable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time although the government expects such amounts, if any, to be immaterial.

Note 14: Other Information (Continued)

b. Development Agreements

KB Homes Development Agreement

In July 2017, the City of Live Oak and KB Homes agreed upon various arrangements for the prospective development. The 2017 agreement with KB Homes resolved previous reimbursement arrangements stemming from KB Homes incurring the costs of building the City's largest water storage facility in 2012. The 2017 agreement provides that the City not assess its water connection, sewer connection fees and general development impact fees upon the 97 prospective single family homes to be built by KB Homes in Pennington Ranch Phase IV. As of June 30, 2019, there are no financial effects upon the City stemming from the development arrangements with KB Homes.

Sutter County (Annexation and Sphere of Influence Development Arrangements with City)

In September 2008 the City of Live Oak and the County of Sutter agreed upon various arrangements for prospective development for land annexed by the City and for development governed by the County for properties within the City's sphere of influence. These arrangements include land use planning, property tax sharing, sales tax sharing, public safety services, development impact fees and regional transportation. The arrangements are memorialized in City Resolution 46-2008 and Sutter County Resolution 08-069.

At the end of each fiscal year, the Sutter County Auditor-Controller reconciles the property tax allocations subject to the development arrangements and distributes the adjusting amounts due to City and County. Any amounts due to the City for each fiscal year are shown as a receivable as of the balance sheet date in conformity with the City's revenue recognition practices.

At the end of each fiscal year, the City calculates the amount of sales tax due to the County based upon the agreed upon development arrangements. The sales taxes subject to the development arrangements are accounted for in the City's general Fund. As of June 30, 2019, the City recorded a liability of zero of sales tax due to the County of Sutter.

As of June 30, 2019, there are no financial effects upon the City stemming from the development arrangements with the County of Sutter other than the aforementioned amounts.

c. Contingent Liability (Premier Homes Reimbursement Agreement)

In August 2008 the City of Live Oak entered into a reimbursement agreement with Premier Homes whereby the housing developer agreed to increase the size of sewer mains and drainage facilities for other prospective development near and adjacent to their development along Larkin Road. The City agreed to forward sewer connection and drainage impact fees to Premier Homes as that development occurred. The reimbursement period for the agreement ends on July 1, 2018.

Note 14: Other Information (Continued)

The City collected $41,786 in sewer connection fees for development along Larkin Road and that amount is recorded as a liability due to Premier Homes as of June 30, 2018. Premier Homes contended that additional money may be due under the provisions of the agreement. In March 2019, the City paid Premier Homes $163,125 in total to settle the final resolution of the reimbursement agreement. The additional $121,339 came from the City's drainage impact funds. No further liabilities from the agreement are noted as of June 30, 2019.

d. Acquisition and Fee Deferral Loan Agreement Live Oak Pacific Associates (Kristen Court Apartments)

The City of Live Oak entered into an acquisition and fee deferral loan agreement with Live Oak Pacific Associates (Kristen Court Apartments) in November 2015. The transaction deferred the payment of acquisition costs ($293,000) for a portion of land and certain development impact fees ($374,349) due to the City. The City obtained two promissory notes (one for each amount) which bearing simple interest at 3% and maturing in 55 years. As called for in the agreement, interest began accruing upon the close out of the construction loan in December 2016.

The loan agreement provides that interest payments be limited to a portion of "Residual Receipts" as prescribed with their annual accounting of operations. The City received its first interest payments from the project in July 2018. Any unpaid interest over the life of the loan is due and payable at the maturity of the promissory note. The City accounts for the receipt of the note receivable and unpaid interest as a general governmental asset and records the receipt of interest payments as current revenue in the year it is received.

As of June 30, 2019 the City has not yet received any interest payments from the residual receipts. As of June 30, 2019 the outstanding balances for the principal and interest on the notes were as follows:

	Principal	Interest
Acquisition Note	$293,000	$23,198
Developer Fee Note (drainage portion)	$94,349	$7,628
Developer Fee Note (fire facility portion)	$280,000	$22,637

CITY OF LIVE OAK

BUDGETARY COMPARISON SCHEDULE BY DEPARTMENT
GENERAL FUND
YEAR ENDED JUNE 30, 2019

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$4,987,680	$ 4,987,680	$ 4,987,680	$ -
Resources (Inflows):				
Taxes	2,310,848	2,367,848	2,744,777	376,929
Licenses and permits	328,700	328,700	394,950	66,250
Intergovernmental	5,900	5,900	4,790	(1,110)
Charges for services	97,300	97,300	88,701	(8,599)
Use of money and property	72,400	72,400	198,900	126,500
Other revenue	848,700	848,700	250,344	(598,356)
Amounts Available for Appropriations	**8,651,528**	**8,708,528**	**8,670,142**	**(38,386)**
Charges to Appropriation (Outflow):				
General government				
City Council	131,800	131,800	91,945	39,855
Adminstrative Services	307,100	307,100	410,233	(103,133)
Finance Services	203,300	253,300	207,915	45,385
City Attorney	71,800	71,800	75,110	(3,310)
Non-Departmental	-	-	24,420	(24,420)
Public safety				
Building Inspection	233,500	233,500	186,340	47,160
Police Services	792,100	792,100	760,131	31,969
Animal Control Services	44,800	44,800	53,153	(8,353)
Fire Services	504,700	504,700	500,481	4,219
Community development				
Community Development	292,000	292,000	196,524	95,476
Economic Development	542,700	842,700	22,080	820,620
Culture and recreation				
Park Operations	204,700	204,700	200,305	4,395
Recreation Services	205,700	205,700	247,781	(42,081)
Pool Operations	135,400	135,400	78,404	56,996
Facility Maintainence	55,400	55,400	101,793	(46,393)
Public ways and facilities				
Engineering	46,000	46,000	39,840	6,160
Capital outlay	-	-	634,968	(634,968)
Debt service:				
Principal retirement	123,532	123,532	123,414	118
Interest and fiscal charges	26,430	26,430	25,222	1,208
Transfers out	-	-	19,762	(19,762)
Total Charges to Appropriations	**3,920,962**	**4,270,962**	**3,999,821**	**271,141**
Budgetary Fund Balance, June 30	**$4,730,566**	**$ 4,437,566**	**$ 4,670,321**	**$ 232,755**

See Notes to Required Supplementary Information

CITY OF LIVE OAK

BUDGETARY COMPARISON SCHEDULE
PROGRAM INCOME
YEAR ENDED JUNE 30, 2019

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ 372,479	$ 372,479	$ 372,479	$ -
Resources (Inflows):				
Intergovernmental	120,000	120,000	64,841	(55,159)
Use of money and property	1,000	1,000	7,504	6,504
Amounts Available for Appropriations	**493,479**	**493,479**	**444,824**	**(48,655)**
Charges to Appropriation (Outflows):				
Community development	121,000	121,000	16,897	104,103
Total Charges to Appropriations	**121,000**	**121,000**	**16,897**	**104,103**
Budgetary Fund Balance, June 30	**$ 372,479**	**$ 372,479**	**$ 427,927**	**$ 55,448**

See Notes to Required Supplementary Information

CITY OF LIVE OAK
COST SHARING MULTIPLE EMPLOYER BENEFIT PLAN
SCHEDULE OF PROPORTIONATE SHARE OF THE NET PENSION LIABILITY
AS OF JUNE 30, 2019

	2015	2016	2017	2018	2019
Miscellaneous Plan					
Plan's Proportion of the Net Pension Liability	0.01965%	0.05069%	0.04705%	0.04629%	0.04617%
Plan's Proportionate Share of the Net Pension Liability	$ 1,222,792	$ 1,390,791	$ 1,634,430	$ 1,824,719	$ 1,739,893
Plan's Covered Payroll	$ 1,126,901	$ 961,817	$ 1,091,598	$ 1,108,151	$ 1,152,712
Plan's Proportionate Share of the Net Pension Liability as Percentage of Covered Payroll	108.51%	144.60%	149.73%	164.66%	150.94%
The Pension Plan's (PERF-C) Fiduciary Net Position as a Percentage of the Total Pension Liability	79.82%	78.40%	74.06%	73.31%	75.26%

Notes to Schedule:

Benefit Changes: The figures above do not include any liability impact that may have resulted from plan changes which occurred after June 30, 2016. This applies for voluntary benefit changes as well as any offers of Two Years Additional Service Credit (a.k.a. Golden

Changes of Assumptions: In 2019, demographic assumptions and inflation rates were cahanged in accordance with the CalPERS Experience Study and Review of Actuarial Assumptions December 2017. In 2018, the discount rate reduced from 7.65 percent to 7.15 percent. In 2017, there were no changes. In 2016, amounts reported reflect an adjustment of the discount rate from 7.5 percent (net of administrative expense) to 7.65 percent (without a reduction for pension plan administrative expense.) In 2015, amount reported were based on the 7.5 percent discount rate.

(1) Historical information is required only for measurement for which GASB 68 is applicable. Fiscal Year 2015 was the first year of implementation, therefore only five years are shown.

CITY OF LIVE OAK
COST SHARING MULTIPLE EMPLOYER BENEFIT PLAN
SCHEDULE OF PLAN CONTRIBUTIONS
AS OF JUNE 30, 2019

	2015	2016	2017	2018	2019
Miscellaneous Plan					
Actuarially Determined Contribution	$ 212,735	$ 219,352	$ 234,653	$ 246,864	$ 242,734
Contribution in Relation to the Actuarially Determined Contribution	(212,735)	(219,352)	(234,653)	(246,864)	(242,734)
Contribution Deficiency (Excess)	$ -	$ -	$ -	$ -	$ -
Covered Payroll	$ 961,817	$ 1,091,598	$ 1,108,151	$ 1,152,712	$ 911,603
Contributions as a Percentage of Covered-Employee Payroll	22.12%	20.09%	21.18%	21.42%	26.63%

(1) Historical information is required only for measurement for which GASB 68 is applicable. Fiscal Year 2015 was the first year of implementation, therefore only five years are shown.

Note to Schedule:

Valuation Date:	June 30, 2016
Methods and assumptions used to determine contribution rates:	
Actuarial cost method	Entry age normal
Amortization method/period	Level percent payroll/closed
Asset valuation method	Market value
Inflation	2.75%
Salary increases	3.30% to 14.20%
Payroll growth	3.00%
Investment rate of return	7.375% net of pension plan investment and administrative expenses; includes inflation
Retirement age	The probabilities of retirement are based on the 2010 CalPERS Experience Study for the period from 1997 to 2007.
Mortality	The probabilities of retirement are based on the 2010 CalPERS Experience Study for the period from 1997 to 2007. Pre-retirement and post-retirement mortality rates include 5 years of projected mortality improvement using Scale AA published by the Society of Actuaries.

CITY OF LIVE OAK

SCHEDULE OF CHANGES IN THE NET OPEB ASSET AND RELATED RATIOS
AS OF JUNE 30, FOR THE LAST TEN FISCAL YEARS (1)

	2018	2019
Total OPEB Liability		
Service cost	$ 23,510	$ 24,215
Interest on the total OPEB liability	16,459	18,226
Benefit payments	(14,428)	(14,578)
Net change in total OPEB liability	**25,541**	**27,863**
Total OPEB liability - beginning	**227,535**	**253,076**
Total OPEB liability - ending (a)	**$ 253,076**	**$ 280,939**
Plan Fiduciary Net Position		
Contribution - employer	$ 14,428	$ 14,578
Net investment income	35,119	29,243
Benefit payments	(14,428)	(14,578)
Administrative expense	(178)	(682)
Net change in plan fiduciary net position	**34,941**	**28,561**
Plan fiduciary net position - beginning	**332,585**	**367,526**
Plan fiduciary net position - ending (b)	**$ 367,526**	**$ 396,087**
Net OPEB Liability/(Assets) - ending (a) - (b)	**$ (114,450)**	**$ (115,148)**
Plan fiduciary net position as a percentage of the total OPEB liability	145.22%	140.99%
Covered-employee payroll	$ 1,011,920	$ 1,200,174
Net OPEB liability as a percentage of covered-employee payroll	-11.31%	-9.59%

(1) Historical information is required only for the measurement periods for which GASB 75 is applicable. Fiscal Year 2018 was the first year of implementation, therefore only two years are shown.

Notes to Schedule: None.

Changes in assumptions: None.

CITY OF LIVE OAK

SCHEDULE OF OPEB CONTRIBUTIONS
AS OF JUNE 30, FOR THE LAST TEN FISCAL YEARS (1)

	2018	2019
Actuarially Determined Contribution	$ 32,072	$ 18,498
Contribution in Relation to the Actuarially Determined Contributions	(14,578)	(18,875)
Contribution Deficiency (Excess)	$ 17,494	$ (377)
Covered-employee payroll	$ 1,200,174	$ 913,598
Contributions as a percentage of covered-employee payroll	1.21%	2.07%

(1) Historical information is required only for the measurement periods for which GASB 75 is applicable. Fiscal Year 2018 was the first year of implementation, therefore only two years are shown.

Notes to Schedule:

*Actuarial methods and assumptions used to set the actuarially determined contribution for Fiscal Year 2019 were from the June 30, 2017 actuarial valuation.

Methods and assumptions used to determine contributions:

Actuarial Cost Method	Entry Age Normal
Amortization Valuation Method/Period	Level percent of payroll over a closed rolling 20-year period
Asset Valuation Method	Market value
Inflation	2.75%
Discount Rate	6.75%
Medical Trend	Non-Medicare - 7.5% for 2019, decreasing to an ultimate rate of 4.0% in 2076 Medicare - 6.5% for 2019, decreasing to an ultimate rate of 4.0% in 2076
Mortality	CalPERS 1997-2015 experience study
Mortality Improvement	Post-retirement mortality projected fully generation with Scale MP-2017

Note 1: Budgetary Basis of Accounting

Formal budgetary integration is employed as a management control device during the year. The City presents a comparison of annual budgets to actual results for the City's General Fund and Special Revenue funds. The amounts reported on the budgetary basis are generally on a basis consistent with accounting principles generally accepted in the United States of America (GAAP).

The following procedures are performed by the City in establishing the budgetary data reflected in the financial statements:

(1) In May of each year, the Finance Department is to submit to the City Council a recommended operating budget for the fiscal year commencing the following July 1. The operating budget includes recommended expenditures and estimated revenues.

(2) Public hearings are to be conducted at City Hall to obtain taxpayer comments. Generally by the first of July, after adjustment as appropriate by the City Council, the budget is to be legally enacted through council motion.

(3) Council approval is required for transfers between funds, or for an increase in total appropriations. Therefore, the level of budgetary responsibility is by total appropriations; however, for report purposes, this level has been expanded to a functional basis (General Government, Public Safety, etc.).

(4) All unused appropriations for budgeted amounts lapse at the end of the year.

Annual appropriated budgets are not adopted for certain funds established to meet or satisfy a specific purpose. For the fiscal year ended June 30, 2019, the following funds did not have annual appropriated budgets.

14-HOME-9274
Developer Deposits
State Grant Fund
11-HOME-7661
16-HOME-11532
16-HOME-11380

The City does not use encumbrance accounting under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation.

CITY OF LIVE OAK

NONMAJOR SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for and report the proceeds of specific revenues that are restricted or committed to expenditure for specific purposes other than debt service or capital projects. Nonmajor special revenue funds used by the City are listed below:

14-HOME-9274

This fund is used to account for HOME grant revenues and expenditures.

Developer Deposits

The Developer Deposits fund is used to account for developer deposits.

Streets and Roads

The Streets and Roads fund is used to account for gas tax revenue allocations received from the State. Funds received are restricted to expenditures for street maintenance, traffic safety, and construction.

Traffic Safety

This fund is used to account for court fines collected on the City's account for moving violations.

COPS

This fund is used to account for special police revenue received under the Citizens Options for Public Safety for frontline law enforcement services.

Sidewalk Improvement

This fund is used to account for monies to be used for sidewalk improvements.

Street Lighting

This fund is used to account for monies to be used for various street lighting districts. This assessment district excludes property within the CFD 2004-1 services district.

Mello Roos CFD 92-1

This fund is used to account for special assessment revenue received to finance the purchase, construction, expansion or rehabilitation of sites and structures for general government, police, fire, parks, recreation, streets, schools and other governmental facilities. The revenues received are shared with the Live Oak Unified School District receiving 2/3 of the annual assessments received.

Fire Benefit Assessment

This fund is used to account for special assessment revenue received for the purposes of fire protection services. This assessment district excludes property within the CFD 2004-1 services district.

Mello Roos CFD 2004-1 Fire

This fund is used to account for special assessment revenue received for the purposes of fire protection services.

Mello Roos CFD 2004-1 Police

This fund is used to account for special assessment revenue received for the purposes of police protection services.

Mello Roos CFD 2004-1 Animal Services

This fund is used to account for special assessment revenue received for the purposes of animal protection services.

Mello Roos CFD 2004-1 Street Lighting

This fund is used to account for special assessment revenue received for the purposes of street lighting services.

Mello Roos CFD 2004-1 Parks/Recreation/Pool

This fund is used to account for special assessment revenue received for the purposes of parks and pool maintenance and recreation programs.

Mello Roos CFD 2004-1 Storm Drain

This fund is used to account for special assessment revenue received for the purposes of storm drain maintenance and improvements.

Parks & Recreation Impact Fees

This fund is used to account for development impact fees received for the purposes of expansion and construction of parks and recreation facilities.

Community Center Impact Fees

This fund is used to account for development impact fees received for the purposes of expansion and construction of community centers.

Public Works Impact Fees

This fund is used to account for development impact fees received for the expansion and construction of public works/crop yard facilities and equipment.

General Government Impact Fees

This fund is used to account for development impact fees received for the expansion and construction of general government administration facilities and equipment.

Police Impact Fees

This fund is used to account for development impact fees received for the expansion and construction of public safety police facilities and equipment.

Fire Impact Fees

This fund is used to account for development impact fees received for the expansion and construction of public safety fire facilities and equipment.

Signal Impact Fees

This fund is used to account for development impact fees received for the expansion and construction of signals.

Flood Control Impact Fees

This fund is used to account for development impact fees received for the expansion and construction of storm drainage facilities.

State Grant

This fund is used to account for revenues and expenditures related to state grants.

Storm Drain Connection Fees

This fund is used to account for the capacity and connection fees received for the rehabilitation, expansion and construction of storm drainage facilities.

13-CDBG-8933 Skate Park

This fund is used to account for CDBG grant funds used for public improvements for the skate park. Funding comes from the 13-CDBG-8933 grant revenues.

11-HOME-7661

This fund is used to account for HOME grant funds used to make loans to residents for the purposes of housing rehabilitation and down payment assistance for first time home buyers.

Transportation

This fund is used to account for monies received through the Transportation Development Act (TDA) tax and surface Transportation Development Program (STP).

16-HOME-11532

This fund is used to account for HOME grant funds used for the Kristen Court Phase 2 project.

16-HOME-11380

This fund is used to account for HOME grant funds used for the Owner Occupied Rehab Loan Program.

CITY OF LIVE OAK

COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
JUNE 30, 2019

	Special Revenue Funds			
	14-HOME-9274	**Developer Deposits**	**Streets and Roads**	**Traffic Safety**
Assets:				
Cash and investments	$ -	$ 181,751	$ 371,669	$ 2,011
Receivables:				
Accounts	-	-	-	-
Notes and loans	-	-	-	-
Interest	-	767	1,688	4
Prepaid items	-	-	523	-
Due from other governments	-	-	32,245	-
Total Assets	**$ -**	**$ 182,518**	**$ 406,125**	**$ 2,015**
Liabilities, Deferred Inflows of Resources, and Fund Balances:				
Liabilities:				
Accounts payable	$ -	$ -	$ 33,245	$ 415
Retention payable	-	-	-	-
Salaries and benefits payable	-	-	2,213	-
Unearned revenues	-	-	-	-
Deposits payable	-	179,264	-	-
Due to other funds	3,945	-	-	-
Total Liabilities	**3,945**	**179,264**	**35,458**	**415**
Deferred Inflows of Resources:				
Unavailable revenues	-	-	-	-
Deferred loan payments	-	-	-	-
Total Deferred Inflows of Resources	**-**	**-**	**-**	**-**
Fund Balances:				
Nonspendable	-	-	523	-
Restricted	-	3,254	370,144	1,600
Unassigned	(3,945)	-	-	-
Total Fund Balances	**(3,945)**	**3,254**	**370,667**	**1,600**
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	**$ -**	**$ 182,518**	**$ 406,125**	**$ 2,015**

COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
JUNE 30, 2019 **(CONTINUED)**

	Special Revenue Funds			
	COPS	Sidewalk Improvement	Street Lighting	Mello Roos CFD 92-1
Assets:				
Cash and investments	$ 340,569	$ 17,694	$ 118,176	$ 135,808
Receivables:				
Accounts	-	-	-	1,139
Notes and loans	-	-	-	-
Interest	1,498	75	453	722
Prepaid items	-	-	-	1,534
Due from other governments	-	-	1,524	-
Total Assets	**$ 342,067**	**$ 17,769**	**$ 120,153**	**$ 139,203**
Liabilities, Deferred Inflows of Resources, and Fund Balances:				
Liabilities:				
Accounts payable	$ 1,172	$ -	$ 4,191	$ -
Retention payable	-	-	-	-
Salaries and benefits payable	-	-	-	-
Unearned revenues	101,263	-	-	-
Deposits payable	-	-	-	-
Due to other funds	-	-	-	45,000
Total Liabilities	**102,435**	**-**	**4,191**	**45,000**
Deferred Inflows of Resources:				
Unavailable revenues	-	-	-	-
Deferred loan payments	-	-	-	-
Total Deferred Inflows of Resources	**-**	**-**	**-**	**-**
Fund Balances:				
Nonspendable	-	-	-	1,534
Restricted	239,632	17,769	115,962	92,669
Unassigned	-	-	-	-
Total Fund Balances	**239,632**	**17,769**	**115,962**	**94,203**
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	**$ 342,067**	**$ 17,769**	**$ 120,153**	**$ 139,203**

CITY OF LIVE OAK

COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
JUNE 30, 2019

	Special Revenue Funds			
	Fire Benefit Assessment	Mello Roos CFD 2004-1 Fire	Mello Roos CFD 2004-1 Police	Mello Roos CFD 2004-1 Animal Services
Assets:				
Cash and investments	$ 7,663	$ -	$ -	$ -
Receivables:				
Accounts	3,654	1,788	4,849	282
Notes and loans	-	-	-	-
Interest	17	-	-	-
Prepaid items	-	-	2,502	-
Due from other governments	-	-	-	-
Total Assets	**$ 11,334**	**$ 1,788**	**$ 7,351**	**$ 282**
Liabilities, Deferred Inflows of Resources, and Fund Balances:				
Liabilities:				
Accounts payable	$ -	$ -	$ -	$ -
Retention payable	-	-	-	-
Salaries and benefits payable	-	-	-	-
Unearned revenues	-	-	-	-
Deposits payable	-	-	-	-
Due to other funds	-	4,557	2,640	84
Total Liabilities	**-**	**4,557**	**2,640**	**84**
Deferred Inflows of Resources:				
Unavailable revenues	-	-	-	-
Deferred loan payments	-	-	-	-
Total Deferred Inflows of Resources	**-**	**-**	**-**	**-**
Fund Balances:				
Nonspendable	-	-	2,502	-
Restricted	11,334	-	2,209	198
Unassigned	-	(2,769)	-	-
Total Fund Balances	**11,334**	**(2,769)**	**4,711**	**198**
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	**$ 11,334**	**$ 1,788**	**$ 7,351**	**$ 282**

CITY OF LIVE OAK

COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
JUNE 30, 2019 (CONTINUED)

	Special Revenue Funds			
	Mello Roos CFD 2004-1 Street Lighting	Mello Roos CFD 2004-1 Parks/Recreation /Pool	Mello Roos CFD 2004-1 Storm Drain	Parks & Recreation Impact Fees
Assets:				
Cash and investments	$ -	$ 3,035	$ 122,410	$ 43,088
Receivables:				
Accounts	-	2,216	-	-
Notes and loans	-	-	-	-
Interest	-	19	503	182
Prepaid items	-	-	-	-
Due from other governments	292	-	292	-
Total Assets	**$ 292**	**$ 5,270**	**$ 123,205**	**$ 43,270**
Liabilities, Deferred Inflows of Resources, and Fund Balances:				
Liabilities:				
Accounts payable	$ 2,405	$ 1,405	$ 138	$ -
Retention payable	-	-	-	-
Salaries and benefits payable	-	-	-	-
Unearned revenues	-	-	-	-
Deposits payable	-	-	-	-
Due to other funds	9,537	-	-	-
Total Liabilities	**11,942**	**1,405**	**138**	**-**
Deferred Inflows of Resources:				
Unavailable revenues	-	-	-	-
Deferred loan payments	-	-	-	-
Total Deferred Inflows of Resources	**-**	**-**	**-**	**-**
Fund Balances:				
Nonspendable	-	-	-	-
Restricted	-	3,865	123,067	43,270
Unassigned	(11,650)	-	-	-
Total Fund Balances	**(11,650)**	**3,865**	**123,067**	**43,270**
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	**$ 292**	**$ 5,270**	**$ 123,205**	**$ 43,270**

CITY OF LIVE OAK

COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
JUNE 30, 2019

	Special Revenue Funds			
	Community Center Impact Fees	Public Works Impact Fees	General Government Impact Fees	Police Impact Fees
Assets:				
Cash and investments	$ 205,985	$ 11,139	$ 329,596	$ 152,017
Receivables:				
Accounts	-	-	-	-
Notes and loans	-	-	-	-
Interest	870	47	1,391	642
Prepaid items	-	-	-	-
Due from other governments	-	-	-	-
Total Assets	**$ 206,855**	**$ 11,186**	**$ 330,987**	**$ 152,659**
Liabilities, Deferred Inflows of Resources, and Fund Balances:				
Liabilities:				
Accounts payable	$ -	$ -	$ -	$ -
Retention payable	-	-	-	-
Salaries and benefits payable	-	-	-	-
Unearned revenues	-	-	-	-
Deposits payable	-	-	-	-
Due to other funds	-	-	-	-
Total Liabilities	**-**	**-**	**-**	**-**
Deferred Inflows of Resources:				
Unavailable revenues	-	-	-	-
Deferred loan payments	-	-	-	-
Total Deferred Inflows of Resources	**-**	**-**	**-**	**-**
Fund Balances:				
Nonspendable	-	-	-	-
Restricted	206,855	11,186	330,987	152,659
Unassigned	-	-	-	-
Total Fund Balances	**206,855**	**11,186**	**330,987**	**152,659**
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	**$ 206,855**	**$ 11,186**	**$ 330,987**	**$ 152,659**

COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
JUNE 30, 2019 **(CONTINUED)**

	Special Revenue Funds			
	Fire Impact Fees	Signal Impact Fees	Flood Control Impact Fees	State Grant Fund
Assets:				
Cash and investments	$ 102,250	$ 53,065	$ 2,050	$ 686,759
Receivables:				
Accounts	-	-	-	-
Notes and loans	287,779	-	-	-
Interest	432	224	9	-
Prepaid items	-	-	-	-
Due from other governments	-	-	-	396,589
Total Assets	**$ 390,461**	**$ 53,289**	**$ 2,059**	**$ 1,083,348**
Liabilities, Deferred Inflows of Resources, and Fund Balances:				
Liabilities:				
Accounts payable	$ -	$ -	$ -	$ 241,106
Retention payable	-	-	-	63,578
Salaries and benefits payable	-	-	-	-
Unearned revenues	-	-	-	-
Deposits payable	-	-	-	-
Due to other funds	-	-	-	-
Total Liabilities	**-**	**-**	**-**	**304,684**
Deferred Inflows of Resources:				
Unavailable revenues	-	-	-	205,555
Deferred loan payments	287,779	-	-	-
Total Deferred Inflows of Resources	**287,779**	**-**	**-**	**205,555**
Fund Balances:				
Nonspendable	-	-	-	-
Restricted	102,682	53,289	2,059	573,109
Unassigned	-	-	-	-
Total Fund Balances	**102,682**	**53,289**	**2,059**	**573,109**
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	**$ 390,461**	**$ 53,289**	**$ 2,059**	**$ 1,083,348**

CITY OF LIVE OAK

COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
JUNE 30, 2019

	Special Revenue Funds			
	Storm Drain Connection Fees	13-CDBG-8933 Skate Park	11-HOME-7661	Transportation
Assets:				
Cash and investments	$ -	$ -	$ 6,826	$ 409,055
Receivables:				
Accounts	29,702	-	-	-
Notes and loans	398,110	-	-	-
Interest	-	-	-	3,399
Prepaid items	-	-	-	-
Due from other governments	-	213,015	-	403,656
Total Assets	**$ 427,812**	**$ 213,015**	**$ 6,826**	**$ 816,110**
Liabilities, Deferred Inflows of Resources, and Fund Balances:				
Liabilities:				
Accounts payable	$ -	$ 22,641	$ -	$ 1,833
Retention payable	-	-	-	-
Salaries and benefits payable	-	-	-	-
Unearned revenues	-	-	-	-
Deposits payable	-	-	-	-
Due to other funds	56,242	408,072	-	-
Total Liabilities	**56,242**	**430,713**	**-**	**1,833**
Deferred Inflows of Resources:				
Unavailable revenues	-	213,015	-	-
Deferred loan payments	398,110	-	-	-
Total Deferred Inflows of Resources	**398,110**	**213,015**	**-**	**-**
Fund Balances:				
Nonspendable	-	-	-	-
Restricted	-	-	6,826	814,277
Unassigned	(26,540)	(430,713)	-	-
Total Fund Balances	**(26,540)**	**(430,713)**	**6,826**	**814,277**
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	**$ 427,812**	**$ 213,015**	**$ 6,826**	**$ 816,110**

CITY OF LIVE OAK

COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
JUNE 30, 2019

	Special Revenue Funds		
	16-HOME-11532	16-HOME-11380	Total Governmental Funds
Assets:			
Cash and investments	$ -	$ -	$ 3,302,616
Receivables:			
Accounts	-	-	43,630
Notes and loans	-	-	685,889
Interest	-	-	12,942
Prepaid items	-	-	4,559
Due from other governments	7,710	3,267	1,058,590
Total Assets	**$ 7,710**	**$ 3,267**	**$ 5,108,226**
Liabilities, Deferred Inflows of Resources, and Fund Balances:			
Liabilities:			
Accounts payable	$ 36	$ 1,179	$ 309,766
Retention payable	-	-	63,578
Salaries and benefits payable	-	-	2,213
Unearned revenues	-	-	101,263
Deposits payable	-	-	179,264
Due to other funds	6,674	2,088	538,839
Total Liabilities	**6,710**	**3,267**	**1,194,923**
Deferred Inflows of Resources:			
Unavailable revenues	7,710	3,267	429,547
Deferred loan payments	-	-	685,889
Total Deferred Inflows of Resources	**7,710**	**3,267**	**1,115,436**
Fund Balances:			
Nonspendable	-	-	4,559
Restricted	-	-	3,278,902
Unassigned	(6,710)	(3,267)	(485,594)
Total Fund Balances	**(6,710)**	**(3,267)**	**2,797,867**
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	**$ 7,710**	**$ 3,267**	**$ 5,108,226**

CITY OF LIVE OAK

**COMBINING STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCE
NONMAJOR GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2019**

	Special Revenue Funds			
	14-HOME-9274	Developer Deposits	Streets and Roads	Traffic Safety
Revenues:				
Taxes and assessments	$ -	$ -	$ -	$ -
Fines and forfeitures	-	-	-	4,230
Use of money and property	-	1,668	5,824	6
Intergovernmental	-	-	331,214	-
Charges for services	-	-	8,008	-
Other revenue	6,924	-	15,282	-
Total Revenues	**6,924**	**1,668**	**360,328**	**4,236**
Expenditures:				
Current:				
General government	-	-	-	-
Public safety	-	-	-	1,400
Public ways and facilities	-	-	170,841	-
Culture and recreation	-	-	-	-
Community development	6,924	-	-	-
Capital outlay	-	-	-	-
Total Expenditures	**6,924**	**-**	**170,841**	**1,400**
Excess (Deficiency) of Revenues Over (Under) Expenditures	-	1,668	189,487	2,836
Other Financing Sources (Uses):				
Transfers in	-	-	-	-
Transfers out	-	-	(39,980)	-
Total Other Financing Sources (Uses)	**-**	**-**	**(39,980)**	**-**
Net Change in Fund Balances	-	1,668	149,507	2,836
Fund Balances, Beginning of Year	(3,945)	1,586	221,160	(1,236)
Fund Balances, End of Year	**$ (3,945)**	**$ 3,254**	**$ 370,667**	**$ 1,600**

CITY OF LIVE OAK

COMBINING STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCE
NONMAJOR GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2019 (CONTINUED)

	Special Revenue Funds			
	COPS	Sidewalk Improvement	Street Lighting	Mello Roos CFD 92-1
Revenues:				
Taxes and assessments	$ -	$ -	$ 54,832	$ 132,930
Fines and forfeitures	-	-	-	-
Use of money and property	6,123	318	1,850	2,997
Intergovernmental	111,221	-	-	-
Charges for services	-	-	-	-
Other revenue	-	-	1,775	-
Total Revenues	**117,344**	**318**	**58,457**	**135,927**
Expenditures:				
Current:				
General government	-	-	-	-
Public safety	30	-	-	-
Public ways and facilities	-	-	53,678	-
Culture and recreation	-	-	-	-
Community development	-	-	-	154,386
Capital outlay	111,191	-	-	-
Total Expenditures	**111,221**	**-**	**53,678**	**154,386**
Excess (Deficiency) of Revenues Over (Under) Expenditures	6,123	318	4,779	(18,459)
Other Financing Sources (Uses):				
Transfers in	-	-	-	-
Transfers out	-	-	-	-
Total Other Financing Sources (Uses)	**-**	**-**	**-**	**-**
Net Change in Fund Balances	6,123	318	4,779	(18,459)
Fund Balances, Beginning of Year	233,509	17,451	111,183	112,662
Fund Balances, End of Year	**$ 239,632**	**$ 17,769**	**$ 115,962**	**$ 94,203**

CITY OF LIVE OAK

**COMBINING STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCE
NONMAJOR GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2019**

	Special Revenue Funds			
	Fire Benefit Assessment	Mello Roos CFD 2004-1 Fire	Mello Roos CFD 2004-1 Police	Mello Roos CFD 2004-1 Animal Services
Revenues:				
Taxes and assessments	$ 121,582	$ 97,906	$ 265,516	$ 15,431
Fines and forfeitures	-	-	-	-
Use of money and property	28	-	-	-
Intergovernmental	-	-	-	-
Charges for services	-	-	-	-
Other revenue	-	-	-	-
Total Revenues	**121,610**	**97,906**	**265,516**	**15,431**
Expenditures:				
Current:				
General government	-	97,058	-	-
Public safety	116,719	-	255,935	9,156
Public ways and facilities	-	-	-	-
Culture and recreation	-	-	-	-
Community development	-	-	-	-
Capital outlay	-	-	-	-
Total Expenditures	**116,719**	**97,058**	**255,935**	**9,156**
Excess (Deficiency) of Revenues Over (Under) Expenditures	4,891	848	9,581	6,275
Other Financing Sources (Uses):				
Transfers in	-	-	-	-
Transfers out	-	-	-	-
Total Other Financing Sources (Uses)	**-**	**-**	**-**	**-**
Net Change in Fund Balances	4,891	848	9,581	6,275
Fund Balances, Beginning of Year	6,443	(3,617)	(4,870)	(6,077)
Fund Balances, End of Year	**$ 11,334**	**$ (2,769)**	**$ 4,711**	**$ 198**

**COMBINING STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCE
NONMAJOR GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2019** (CONTINUED)

	Special Revenue Funds			
	Mello Roos CFD 2004-1 Street Lighting	Mello Roos CFD 2004-1 Parks/Recreation /Pool	Mello Roos CFD 2004-1 Storm Drain	Parks & Recreation Impact Fees
Revenues:				
Taxes and assessments	$ 15,963	$ 121,318	$ 15,963	$ -
Fines and forfeitures	-	-	-	-
Use of money and property	11	39	2,085	771
Intergovernmental	-	-	-	-
Charges for services	-	-	-	-
Other revenue	-	-	-	-
Total Revenues	**15,974**	**121,357**	**18,048**	**771**
Expenditures:				
Current:				
General government	-	-	-	-
Public safety	-	-	-	-
Public ways and facilities	31,836	-	6,852	-
Culture and recreation	-	135,677	-	-
Community development	-	-	-	-
Capital outlay	-	-	-	-
Total Expenditures	**31,836**	**135,677**	**6,852**	**-**
Excess (Deficiency) of Revenues Over (Under) Expenditures	(15,862)	(14,320)	11,196	771
Other Financing Sources (Uses):				
Transfers in	-	-	-	-
Transfers out	-	-	-	-
Total Other Financing Sources (Uses)	**-**	**-**	**-**	**-**
Net Change in Fund Balances	(15,862)	(14,320)	11,196	771
Fund Balances, Beginning of Year	4,212	18,185	111,871	42,499
Fund Balances, End of Year	**$ (11,650)**	**$ 3,865**	**$ 123,067**	**$ 43,270**

CITY OF LIVE OAK

**COMBINING STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCE
NONMAJOR GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2019**

	Special Revenue Funds			
	Community Center Impact Fees	Public Works Impact Fees	General Government Impact Fees	Police Impact Fees
Revenues:				
Taxes and assessments	$ -	$ -	$ -	$ -
Fines and forfeitures	-	-	-	-
Use of money and property	3,688	199	5,901	2,723
Intergovernmental	-	-	-	-
Charges for services	-	-	-	-
Other revenue	-	-	-	-
Total Revenues	**3,688**	**199**	**5,901**	**2,723**
Expenditures:				
Current:				
General government	-	-	-	-
Public safety	-	-	-	-
Public ways and facilities	-	-	-	-
Culture and recreation	-	-	-	-
Community development	-	-	-	-
Capital outlay	-	-	-	-
Total Expenditures	**-**	**-**	**-**	**-**
Excess (Deficiency) of Revenues Over (Under) Expenditures	3,688	199	5,901	2,723
Other Financing Sources (Uses):				
Transfers in	-	-	-	-
Transfers out	-	-	-	-
Total Other Financing Sources (Uses)	**-**	**-**	**-**	**-**
Net Change in Fund Balances	3,688	199	5,901	2,723
Fund Balances, Beginning of Year	203,167	10,987	325,086	149,936
Fund Balances, End of Year	**$ 206,855**	**$ 11,186**	**$ 330,987**	**$ 152,659**

CITY OF LIVE OAK

**COMBINING STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCE
NONMAJOR GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2019** **(CONTINUED)**

	Special Revenue Funds			
	Fire Impact Fees	**Signal Impact Fees**	**Flood Control Impact Fees**	**State Grant Fund**
Revenues:				
Taxes and assessments	$ -	$ -	$ -	$ -
Fines and forfeitures	-	-	-	-
Use of money and property	1,489	3,333	37	-
Intergovernmental	-	-	-	191,034
Charges for services	-	-	-	-
Other revenue	-	-	-	-
Total Revenues	**1,489**	**3,333**	**37**	**191,034**
Expenditures:				
Current:				
General government	-	-	-	-
Public safety	-	-	-	-
Public ways and facilities	-	-	-	543,425
Culture and recreation	-	-	-	-
Community development	-	-	-	-
Capital outlay	-	-	-	-
Total Expenditures	**-**	**-**	**-**	**543,425**
Excess (Deficiency) of Revenues Over (Under) Expenditures	1,489	3,333	37	(352,391)
Other Financing Sources (Uses):				
Transfers in	-	-	-	-
Transfers out	-	-	-	-
Total Other Financing Sources (Uses)	**-**	**-**	**-**	**-**
Net Change in Fund Balances	1,489	3,333	37	(352,391)
Fund Balances, Beginning of Year	101,193	49,956	2,022	925,500
Fund Balances, End of Year	**$ 102,682**	**$ 53,289**	**$ 2,059**	**$ 573,109**

CITY OF LIVE OAK

COMBINING STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCE
NONMAJOR GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2019

	Special Revenue Funds			
	Storm Drain Connection Fees	13-CDBG-8933 Skate Park	11-HOME-7661	Transportation
Revenues:				
Taxes and assessments	$ -	$ -	$ -	$ -
Fines and forfeitures	-	-	-	-
Use of money and property	1,094	-	-	13,367
Intergovernmental	-	-	-	403,657
Charges for services	-	-	-	-
Other revenue	29,702	1,425	-	-
Total Revenues	**30,796**	**1,425**	**-**	**417,024**
Expenditures:				
Current:				
General government	-	-	-	-
Public safety	-	-	-	-
Public ways and facilities	121,339	-	-	4,332
Culture and recreation	-	-	-	-
Community development	-	27,368	-	-
Capital outlay	-	-	-	-
Total Expenditures	**121,339**	**27,368**	**-**	**4,332**
Excess (Deficiency) of Revenues Over (Under) Expenditures	(90,543)	(25,943)	-	412,692
Other Financing Sources (Uses):				
Transfers in	-	-	-	320
Transfers out	-	-	-	(382,748)
Total Other Financing Sources (Uses)	**-**	**-**	**-**	**(382,428)**
Net Change in Fund Balances	(90,543)	(25,943)	-	30,264
Fund Balances, Beginning of Year	64,003	(404,770)	6,826	784,013
Fund Balances, End of Year	**$ (26,540)**	**$ (430,713)**	**$ 6,826**	**$ 814,277**

CITY OF LIVE OAK

**COMBINING STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCE
NONMAJOR GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2019**

	Special Revenue Funds		
	16-HOME-11532	16-HOME-11380	Total Governmental Funds
Revenues:			
Taxes and assessments	$ -	$ -	$ 841,441
Fines and forfeitures	-	-	4,230
Use of money and property	-	-	53,551
Intergovernmental	-	-	1,037,126
Charges for services	-	-	8,008
Other revenue	5,380	-	60,488
Total Revenues	**5,380**	**-**	**2,004,844**
Expenditures:			
Current:			
General government	-	-	97,058
Public safety	-	-	383,240
Public ways and facilities	-	-	932,303
Culture and recreation	-	-	135,677
Community development	7,836	2,660	199,174
Capital outlay	-	-	111,191
Total Expenditures	**7,836**	**2,660**	**1,858,643**
Excess (Deficiency) of Revenues Over (Under) Expenditures	(2,456)	(2,660)	146,201
Other Financing Sources (Uses):			
Transfers in	-	-	320
Transfers out	-	-	(422,728)
Total Other Financing Sources (Uses)	**-**	**-**	**(422,408)**
Net Change in Fund Balances	(2,456)	(2,660)	(276,207)
Fund Balances, Beginning of Year	(4,254)	(607)	3,074,074
Fund Balances, End of Year	**$ (6,710)**	**$ (3,267)**	**$ 2,797,867**

CITY OF LIVE OAK

BUDGETARY COMPARISON SCHEDULE
STREETS AND ROADS
YEAR ENDED JUNE 30, 2019

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ 221,160	$ 221,160	$ 221,160	$ -
Resources (Inflows):				
Intergovernmental	365,700	365,700	331,214	(34,486)
Charges for services	8,000	8,000	8,008	8
Use of money and property	2,700	2,700	5,824	3,124
Other revenue	10,500	10,500	15,282	4,782
Amounts Available for Appropriations	**608,060**	**608,060**	**581,488**	**(26,572)**
Charges to Appropriation (Outflows):				
Public ways and facilities	145,400	482,400	170,841	311,559
Transfers out	-	-	39,980	(39,980)
Total Charges to Appropriations	**145,400**	**482,400**	**210,821**	**271,579**
Budgetary Fund Balance, June 30	**$ 462,660**	**$ 125,660**	**$ 370,667**	**$ 245,007**

CITY OF LIVE OAK

BUDGETARY COMPARISON SCHEDULE
TRAFFIC SAFETY
YEAR ENDED JUNE 30, 2019

	Budget Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1	$ (1,236)	$ (1,236)	$ (1,236)	$ -
Resources (Inflows):				
Use of money and property	-	-	6	6
Fines and forfeitures	3,500	3,500	4,230	730
Amounts Available for Appropriations	**2,264**	**2,264**	**3,000**	**736**
Charges to Appropriation (Outflows):				
Public safety	2,800	2,800	1,400	1,400
Total Charges to Appropriations	**2,800**	**2,800**	**1,400**	**1,400**
Budgetary Fund Balance, June 30	**$ (536)**	**$ (536)**	**$ 1,600**	**$ 2,136**

CITY OF LIVE OAK

BUDGETARY COMPARISON SCHEDULE
COPS
YEAR ENDED JUNE 30, 2019

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ 233,509	$ 233,509	$ 233,509	$ -
Resources (Inflows):				
Intergovernmental	100,000	100,000	111,221	11,221
Use of money and property	2,100	2,100	6,123	4,023
Amounts Available for Appropriations	**335,609**	**335,609**	**350,853**	**15,244**
Charges to Appropriation (Outflows):				
Public safety	100,100	100,100	30	100,070
Capital outlay	-	-	111,191	(111,191)
Total Charges to Appropriations	**100,100**	**100,100**	**111,221**	**(11,121)**
Budgetary Fund Balance, June 30	**$ 235,509**	**$ 235,509**	**$ 239,632**	**$ 4,123**

CITY OF LIVE OAK

BUDGETARY COMPARISON SCHEDULE
SIDEWALK IMPROVEMENT
YEAR ENDED JUNE 30, 2019

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ 17,451	$ 17,451	$ 17,451	$ -
Resources (Inflows):				
Use of money and property	-	-	318	318
Amounts Available for Appropriations	**17,451**	**17,451**	**17,769**	**318**
Charges to Appropriation (Outflows):				
Capital outlay	17,300	17,300	-	17,300
Total Charges to Appropriations	**17,300**	**17,300**	**-**	**17,300**
Budgetary Fund Balance, June 30	**$ 151**	**$ 151**	**$ 17,769**	**$ 17,618**

CITY OF LIVE OAK

BUDGETARY COMPARISON SCHEDULE
STREET LIGHTING
YEAR ENDED JUNE 30, 2019

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ 111,183	$ 111,183	$ 111,183	$ -
Resources (Inflows):				
Taxes and assessments	57,000	57,000	54,832	(2,168)
Use of money and property	1,000	1,000	1,850	850
Other revenue	1,800	1,800	1,775	(25)
Amounts Available for Appropriations	**170,983**	**170,983**	**169,640**	**(1,343)**
Charges to Appropriation (Outflows):				
Public ways and facilities	158,400	158,400	53,678	104,722
Total Charges to Appropriations	**158,400**	**158,400**	**53,678**	**104,722**
Budgetary Fund Balance, June 30	**$ 12,583**	**$ 12,583**	**$ 115,962**	**$ 103,379**

CITY OF LIVE OAK

BUDGETARY COMPARISON SCHEDULE
MELLO ROOS CFD 92-1
YEAR ENDED JUNE 30, 2019

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ 112,662	$ 112,662	$ 112,662	$ -
Resources (Inflows):				
Taxes and assessments	128,000	128,000	132,930	4,930
Use of money and property	1,100	1,100	2,997	1,897
Amounts Available for Appropriations	**241,762**	**241,762**	**248,589**	**6,827**
Charges to Appropriation (Outflows):				
Community development	154,100	154,100	154,386	(286)
Total Charges to Appropriations	**154,100**	**154,100**	**154,386**	**(286)**
Budgetary Fund Balance, June 30	**$ 87,662**	**$ 87,662**	**$ 94,203**	**$ 6,541**

CITY OF LIVE OAK

BUDGETARY COMPARISON SCHEDULE
FIRE BENEFIT ASSESSMENT
YEAR ENDED JUNE 30, 2019

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ 6,443	$ 6,443	$ 6,443	$ -
Resources (Inflows):				
Taxes and assessments	118,000	118,000	121,582	3,582
Use of money and property	200	200	28	(172)
Amounts Available for Appropriations	**124,643**	**124,643**	**128,053**	**3,410**
Charges to Appropriation (Outflows):				
Public safety	118,200	118,200	116,719	1,481
Total Charges to Appropriations	**118,200**	**118,200**	**116,719**	**1,481**
Budgetary Fund Balance, June 30	**$ 6,443**	**$ 6,443**	**$ 11,334**	**$ 4,891**

CITY OF LIVE OAK

BUDGETARY COMPARISON SCHEDULE
MELLO ROOS CFD 2004-1 FIRE
YEAR ENDED JUNE 30, 2019

	Budget Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1	$ (3,617)	$ (3,617)	$ (3,617)	$ -
Resources (Inflows):				
Taxes and assessments	100,000	100,000	97,906	(2,094)
Use of money and property	100	100	-	(100)
Amounts Available for Appropriations	**96,483**	**96,483**	**94,289**	**(2,194)**
Charges to Appropriation (Outflows):				
General government	99,400	99,400	97,058	2,342
Total Charges to Appropriations	**99,400**	**99,400**	**97,058**	**2,342**
Budgetary Fund Balance, June 30	**$ (2,917)**	**$ (2,917)**	**$ (2,769)**	**$ 148**

CITY OF LIVE OAK

BUDGETARY COMPARISON SCHEDULE
MELLO ROOS CFD 2004-1 POLICE
YEAR ENDED JUNE 30, 2019

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ (4,870)	$ (4,870)	$ (4,870)	$ -
Resources (Inflows):				
Taxes and assessments	271,000	271,000	265,516	(5,484)
Use of money and property	100	100	-	(100)
Amounts Available for Appropriations	**266,230**	**266,230**	**260,646**	**(5,584)**
Charges to Appropriation (Outflows):				
Public safety	270,600	270,600	255,935	14,665
Total Charges to Appropriations	**270,600**	**270,600**	**255,935**	**14,665**
Budgetary Fund Balance, June 30	**$ (4,370)**	**$ (4,370)**	**$ 4,711**	**$ 9,081**

CITY OF LIVE OAK

BUDGETARY COMPARISON SCHEDULE
MELLO ROOS CFD 2004-1 ANIMAL SERVICES
YEAR ENDED JUNE 30, 2019

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ (6,077)	$ (6,077)	$ (6,077)	$ -
Resources (Inflows):				
Taxes and assessments	15,700	15,700	15,431	(269)
Amounts Available for Appropriations	**9,623**	**9,623**	**9,354**	**(269)**
Charges to Appropriation (Outflows):				
Public safety	10,000	10,000	9,156	844
Total Charges to Appropriations	**10,000**	**10,000**	**9,156**	**844**
Budgetary Fund Balance, June 30	**$ (377)**	**$ (377)**	**$ 198**	**$ 575**

CITY OF LIVE OAK

BUDGETARY COMPARISON SCHEDULE
MELLO ROOS CFD 2004-1 STREET LIGHTING
YEAR ENDED JUNE 30, 2019

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ 4,212	$ 4,212	$ 4,212	$ -
Resources (Inflows):				
Taxes and assessments	16,300	16,300	15,963	(337)
Use of money and property	200	200	11	(189)
Amounts Available for Appropriations	**20,712**	**20,712**	**20,186**	**(526)**
Charges to Appropriation (Outflows):				
Public ways and facilities	31,100	31,100	31,836	(736)
Total Charges to Appropriations	**31,100**	**31,100**	**31,836**	**(736)**
Budgetary Fund Balance, June 30	**$ (10,388)**	**$ (10,388)**	**$ (11,650)**	**$ (1,262)**

CITY OF LIVE OAK

BUDGETARY COMPARISON SCHEDULE
MELLO ROOS CFD 2004-1 PARKS/RECREATION/POOLS
YEAR ENDED JUNE 30, 2019

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ 18,185	$ 18,185	$ 18,185	$ -
Resources (Inflows):				
Taxes and assessments	124,000	124,000	121,318	(2,682)
Use of money and property	-	-	39	39
Amounts Available for Appropriations	**142,185**	**142,185**	**139,542**	**(2,643)**
Charges to Appropriation (Outflows):				
Culture and recreation	124,000	124,000	135,677	(11,677)
Total Charges to Appropriations	**124,000**	**124,000**	**135,677**	**(11,677)**
Budgetary Fund Balance, June 30	**$ 18,185**	**$ 18,185**	**$ 3,865**	**$ (14,320)**

CITY OF LIVE OAK

BUDGETARY COMPARISON SCHEDULE
MELLO ROOS CFD 2004-1 STORM DRAIN
YEAR ENDED JUNE 30, 2019

	Budget Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1	$ 111,871	$ 111,871	$ 111,871	$ -
Resources (Inflows):				
Taxes and assessments	16,300	16,300	15,963	(337)
Use of money and property	1,100	1,100	2,085	985
Amounts Available for Appropriations	**129,271**	**129,271**	**129,919**	**648**
Charges to Appropriation (Outflows):				
Public ways and facilities	129,200	129,200	6,852	122,348
Total Charges to Appropriations	**129,200**	**129,200**	**6,852**	**122,348**
Budgetary Fund Balance, June 30	**$ 71**	**$ 71**	**$ 123,067**	**$ 122,996**

CITY OF LIVE OAK

BUDGETARY COMPARISON SCHEDULE
PARKS & RECREATION IMPACT FEES
YEAR ENDED JUNE 30, 2019

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ 42,499	$ 42,499	$ 42,499	$ -
Resources (Inflows):				
Taxes and assessments	5,400	5,400	-	(5,400)
Use of money and property	200	200	771	571
Amounts Available for Appropriations	**48,099**	**48,099**	**43,270**	**(4,829)**
Charges to Appropriation (Outflows):				
Culture and recreation	42,000	42,000	-	42,000
Total Charges to Appropriations	**42,000**	**42,000**	**-**	**42,000**
Budgetary Fund Balance, June 30	**$ 6,099**	**$ 6,099**	**$ 43,270**	**$ 37,171**

CITY OF LIVE OAK

BUDGETARY COMPARISON SCHEDULE
COMMUNITY CENTER IMPACT FEES
YEAR ENDED JUNE 30, 2019

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ 203,167	$ 203,167	$ 203,167	$ -
Resources (Inflows):				
Taxes and assessments	1,700	1,700	-	(1,700)
Use of money and property	1,600	1,600	3,688	2,088
Amounts Available for Appropriations	**206,467**	**206,467**	**206,855**	**388**
Charges to Appropriation (Outflows):				
Culture and recreation	202,000	202,000	-	202,000
Total Charges to Appropriations	**202,000**	**202,000**	**-**	**202,000**
Budgetary Fund Balance, June 30	**$ 4,467**	**$ 4,467**	**$ 206,855**	**$ 202,388**

CITY OF LIVE OAK

BUDGETARY COMPARISON SCHEDULE
PUBLIC WORKS IMPACT FEES
YEAR ENDED JUNE 30, 2019

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ 10,987	$ 10,987	$ 10,987	$ -
Resources (Inflows):				
Licenses and permits	1,300	1,300	-	(1,300)
Use of money and property	100	100	199	99
Amounts Available for Appropriations	**12,387**	**12,387**	**11,186**	**(1,201)**
Charges to Appropriation (Outflows):				
Capital outlay	10,900	10,900	-	10,900
Total Charges to Appropriations	**10,900**	**10,900**	**-**	**10,900**
Budgetary Fund Balance, June 30	**$ 1,487**	**$ 1,487**	**$ 11,186**	**$ 9,699**

CITY OF LIVE OAK

BUDGETARY COMPARISON SCHEDULE
GENERAL GOVERNMENT IMPACT FEES
YEAR ENDED JUNE 30, 2019

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ 325,086	$ 325,086	$ 325,086	$ -
Resources (Inflows):				
Taxes and assessments	2,280	2,280	-	(2,280)
Use of money and property	2,600	2,600	5,901	3,301
Amounts Available for Appropriations	**329,966**	**329,966**	**330,987**	**1,021**
Charges to Appropriation (Outflows):				
General government	325,200	325,200	-	325,200
Total Charges to Appropriations	**325,200**	**325,200**	**-**	**325,200**
Budgetary Fund Balance, June 30	**$ 4,766**	**$ 4,766**	**$ 330,987**	**$ 326,221**

CITY OF LIVE OAK

BUDGETARY COMPARISON SCHEDULE
POLICE IMPACT FEES
YEAR ENDED JUNE 30, 2019

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ 149,936	$ 149,936	$ 149,936	$ -
Resources (Inflows):				
Taxes and assessments	1,250	1,250	-	(1,250)
Use of money and property	1,200	1,200	2,723	1,523
Amounts Available for Appropriations	**152,386**	**152,386**	**152,659**	**273**
Charges to Appropriation (Outflows):				
Public safety	149,000	149,000	-	149,000
Total Charges to Appropriations	**149,000**	**149,000**	**-**	**149,000**
Budgetary Fund Balance, June 30	**$ 3,386**	**$ 3,386**	**$ 152,659**	**$ 149,273**

CITY OF LIVE OAK

BUDGETARY COMPARISON SCHEDULE
FIRE IMPACT FEES
YEAR ENDED JUNE 30, 2019

	Budget Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1	$ 101,193	$ 101,193	$ 101,193	$ -
Resources (Inflows):				
Taxes and assessments	3,450	3,450	-	(3,450)
Use of money and property	800	800	1,489	689
Amounts Available for Appropriations	**105,443**	**105,443**	**102,682**	**(2,761)**
Charges to Appropriation (Outflows):				
Public safety	100,700	100,700	-	100,700
Total Charges to Appropriations	**100,700**	**100,700**	**-**	**100,700**
Budgetary Fund Balance, June 30	**$ 4,743**	**$ 4,743**	**$ 102,682**	**$ 97,939**

CITY OF LIVE OAK

BUDGETARY COMPARISON SCHEDULE
SIGNAL IMPACT FEES
YEAR ENDED JUNE 30, 2019

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ 49,956	$ 49,956	$ 49,956	$ -
Resources (Inflows):				
Charges for services	6,100	6,100	-	(6,100)
Use of money and property	4,000	4,000	3,333	(667)
Amounts Available for Appropriations	**60,056**	**60,056**	**53,289**	**(6,767)**
Charges to Appropriation (Outflows):				
Public safety	1,200	1,200	-	1,200
Total Charges to Appropriations	**1,200**	**1,200**	**-**	**1,200**
Budgetary Fund Balance, June 30	**$ 58,856**	**$ 58,856**	**$ 53,289**	**$ (5,567)**

CITY OF LIVE OAK

BUDGETARY COMPARISON SCHEDULE
FLOOD CONTROL IMPACT FEES
YEAR ENDED JUNE 30, 2019

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ 2,022	$ 2,022	$ 2,022	$ -
Resources (Inflows):				
Use of money and property	-	-	37	37
Amounts Available for Appropriations	**2,022**	**2,022**	**2,059**	**37**
Charges to Appropriation (Outflows):				
Public safety	2,000	2,000	-	2,000
Total Charges to Appropriations	**2,000**	**2,000**	**-**	**2,000**
Budgetary Fund Balance, June 30	**$ 22**	**$ 22**	**$ 2,059**	**$ 2,037**

CITY OF LIVE OAK

BUDGETARY COMPARISON SCHEDULE
STORM DRAIN CONNECTION FEES
YEAR ENDED JUNE 30, 2019

	Budget Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1	$ 64,003	$ 64,003	$ 64,003	$ -
Resources (Inflows):				
Use of money and property	700	700	1,094	394
Other revenue	7,900	7,900	29,702	21,802
Amounts Available for Appropriations	**72,603**	**72,603**	**94,799**	**22,196**
Charges to Appropriation (Outflows):				
Public ways and facilities	81,000	126,000	121,339	4,661
Total Charges to Appropriations	**81,000**	**126,000**	**121,339**	**4,661**
Budgetary Fund Balance, June 30	**$ (8,397)**	**$ (53,397)**	**$ (26,540)**	**$ 26,857**

CITY OF LIVE OAK

BUDGETARY COMPARISON SCHEDULE
13 CDBG-8933 SKATE PARK
YEAR ENDED JUNE 30, 2019

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ (404,770)	$ (404,770)	$ (404,770)	$ -
Resources (Inflows):				
Intergovernmental	562,200	562,200	-	(562,200)
Other revenue	-	-	1,425	1,425
Amounts Available for Appropriations	**157,430**	**157,430**	**(403,345)**	**(560,775)**
Charges to Appropriation (Outflows):				
Community development	562,200	562,200	27,368	534,832
Total Charges to Appropriations	**562,200**	**562,200**	**27,368**	**534,832**
Budgetary Fund Balance, June 30	**$ (404,770)**	**$ (404,770)**	**$ (430,713)**	**$ (25,943)**

CITY OF LIVE OAK

BUDGETARY COMPARISON SCHEDULE
TRANSPORTATION
YEAR ENDED JUNE 30, 2019

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ 784,013	$ 784,013	$ 784,013	$ -
Resources (Inflows):				
Intergovernmental	409,100	409,100	403,657	(5,443)
Use of money and property	4,200	4,200	13,367	9,167
Transfers in	-	-	320	320
Amounts Available for Appropriations	**1,197,313**	**1,197,313**	**1,201,357**	**4,044**
Charges to Appropriation (Outflows):				
Public ways and facilities	15,600	15,600	4,332	11,268
Capital outlay	827,000	1,597,000	-	1,597,000
Transfers out	-	-	382,748	(382,748)
Total Charges to Appropriations	**842,600**	**1,612,600**	**387,080**	**1,225,520**
Budgetary Fund Balance, June 30	**$ 354,713**	**$ (415,287)**	**$ 814,277**	**$ 1,229,564**

CITY OF LIVE OAK

BUDGETARY COMPARISON SCHEDULE
CAPITAL IMPROVEMENT PROJECT
YEAR ENDED JUNE 30, 2019

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ (106,778)	$ (106,778)	$ (106,778)	$ -
Resources (Inflows):				
Intergovernmental	-	-	12,998	12,998
Transfers in	-	925,000	442,490	(482,510)
Amounts Available for Appropriations	**(106,778)**	**818,222**	**348,710**	**(469,512)**
Charges to Appropriation (Outflows):				
Capital outlay	-	925,000	346,543	578,457
Transfers out	-	-	320	(320)
Total Charges to Appropriations	**-**	**925,000**	**346,863**	**578,137**
Budgetary Fund Balance, June 30	**$ (106,778)**	**$ (106,778)**	**$ 1,847**	**$ 108,625**

CITY OF LIVE OAK

COMBINING STATEMENT OF NET POSITION
NON-MAJOR PROPRIETARY FUNDS
JUNE 30, 2019

	Business-Type Activities - Enterprise Funds		
	Water Connection	Sewer Connection	Totals
Assets:			
Current:			
Cash and investments	$ 305,445	$ 34,268	$ 339,713
Receivables:			
Accounts	109,333	89,628	198,961
Accrued interest	1,289	145	1,434
Total Assets	**$ 416,067**	**$ 124,041**	**$ 540,108**
Net Position:			
Restricted for capital projects	416,067	124,041	540,108
Total Net Position	**$ 416,067**	**$ 124,041**	**$ 540,108**

CITY OF LIVE OAK

COMBINING STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION
NON-MAJOR PROPRIETARY FUNDS
YEAR ENDED JUNE 30, 2019

	Business-Type Activities - Enterprise Funds		
	Water Connection	Sewer Connection	Totals
Operating Revenues:			
Sales and service charges	$ 109,333	$ 89,628	$ 198,961
Total Operating Revenues	**109,333**	**89,628**	**198,961**
Operating Income	109,333	89,628	198,961
Nonoperating Revenues:			
Interest revenue	6,296	1,519	7,815
Total Nonoperating Revenues	**6,296**	**1,519**	**7,815**
Changes in Net Position	115,629	91,147	206,776
Net Position:			
Beginning of Fiscal Year	300,438	32,894	333,332
End of Fiscal Year	**$ 416,067**	**$ 124,041**	**$ 540,108**

See Notes to Financial Statements

CITY OF LIVE OAK

COMBINING STATEMENT OF CASH FLOWS
NON-MAJOR PROPRIETARY FUNDS
YEAR ENDED JUNE 30, 2019

	Business-Type Activities - Enterprise Funds		
	Water Connection	Sewer Connection	Totals
Cash Flows from Operating Activities:			
Cash payments to others	-	(41,786)	(41,786)
Net Cash Used by Operating Activities	**-**	**(41,786)**	**(41,786)**
Cash Flows from Investing Activities:			
Interest received	7,989	2,700	10,689
Net Cash Provided by Investing Activities	**7,989**	**2,700**	**10,689**
Net Increase (Decrease) in Cash and Cash Equivalents	**7,989**	**(39,086)**	**(31,097)**
Cash and Cash Equivalents at Beginning of Year	297,456	73,354	370,810
Cash and Cash Equivalents at End of Year	**$ 305,445**	**$ 34,268**	**$ 339,713**
Reconciliation of Operating Income to Net Cash Used by Operating Activities:			
Operating income	$ 109,333	$ 89,628	$ 198,961
Adjustments to reconcile operating income (loss) net cash provided (used) by operating activities:			
(Increase) decrease in accounts receivable	(109,333)	(89,628)	(198,961)
Increase (decrease) in due to other governments	-	(41,786)	(41,786)
Total Adjustments	**(109,333)**	**(131,414)**	**(240,747)**
Net Cash Used by Operating Activities	**$ -**	**$ (41,786)**	**$ (41,786)**

See Notes to Financial Statements

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CITY OF LIVE OAK

STATISTICAL SECTION

This part of the City's comprehensive annual financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the City's overall financial health.

Financial Trends

These schedules contain trend information to help the reader understand how the City's financial performance and well-being have changed over time.

Revenue Capacity

These schedules contain information to help the reader assess the City's most significant local revenue source, property taxes.

Debt Capacity

These schedules present information to help the reader assess the affordability of the City's current levels of outstanding debt and the City's ability to issue additional debt in the future.

Demographic and Economic Information

These schedules offer demographic and economic indicators to help the reader understand the environment within which the City's financial activities take place and to help make comparisons over time and with other governments.

Operating Information

These schedules contain service and infrastructure data to help the reader understand how the City's financial information relates to the services the City provides and the activities it performs.

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CITY OF LIVE OAK
Net Position by Component
Last Ten Fiscal Years
(full accrual basis of accounting)

	2009/2010	2010/2011	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019
Govermental Activites										
Net investment in capital assets	25,091,826	26,297,382	26,710,539	24,859,451	25,177,065	26,423,155	27,103,387	28,265,740	28,377,393	28,831,714
Restricted	4,442,014	4,353,031	10,859,158	10,932,658	10,503,214	12,167,030	4,272,612	3,345,863	3,980,298	3,706,829
Unrestricted	4,242,057	4,024,456	4,757,333	4,487,549	4,737,305	4,485,329	4,280,849	5,445,053	6,722,869	17,010,824
Total governmental activities net position	33,775,897	34,674,869	42,327,030	40,279,658	40,417,584	43,075,514	35,656,848	37,056,656	39,080,560	49,549,367
Business-type Activities										
Net investment in capital assets	23,752,860	25,362,569	24,238,464	32,253,055	31,055,100	29,831,525	28,599,846	28,727,091	28,647,690	28,082,900
Restricted	149,094	765,294	2,208,655	2,189,552	2,107,725	2,228,397	2,401,678	1,343,421	341,832	540,108
Unrestricted	3,809,714	1,710,380	1,211,917	2,441,509	2,837,663	2,263,256	2,554,799	3,760,366	3,110,022	3,238,836
Total business-type activities net position	27,711,668	27,838,243	27,659,036	36,884,116	36,000,488	34,323,178	33,556,323	33,830,878	32,099,544	31,861,844
Primary Government										
Net investment in capital assets	48,844,686	51,659,951	50,949,003	57,112,506	56,232,165	56,254,680	55,703,233	56,992,831	57,025,083	56,914,614
Restricted	4,591,108	5,118,325	13,067,813	13,122,210	12,610,939	14,395,427	6,674,290	4,689,284	4,322,130	4,246,937
Unrestricted	8,051,771	5,734,836	5,969,250	6,929,058	7,574,968	6,748,585	6,835,648	9,205,419	9,832,891	20,249,660
Total primary government net position	61,487,565	62,513,112	69,986,066	77,163,774	76,418,072	77,398,692	69,213,171	70,887,534	71,180,104	81,411,211

Source: CAFR

CITY OF LIVE OAK
Changes in Net Position
Last Ten Fiscal Years
(full accrual basis of accounting)

	2009/2010	2010/2011	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019
Expenses										
Govermental Activities:										
General government	466,702	476,146	384,156	412,935	399,590	543,796	519,223	699,781	990,032	990,360
Public safety	1,698,799	1,835,998	1,727,176	1,692,570	1,744,005	1,635,797	2,235,826	2,033,209	1,984,144	2,006,236
Public ways and facilities	695,187	858,822	844,453	775,399	1,178,326	1,418,607	1,196,682	2,031,089	1,579,362	429,642
Culture and recreation	477,418	524,675	515,775	503,341	496,495	544,100	609,869	833,110	926,952	1,071,086
Community development	439,633	388,380	606,085	589,673	517,636	620,114	2,474,188	2,060,694	1,828,608	966,937
Interest on long-term debt	6,305	16,556	4,908	4,160	3,348	3,748	2,584	520	5,952	25,222
Total Govermental Activities Expenese	3,784,044	4,100,577	4,082,553	3,978,078	4,339,400	4,766,162	7,038,372	7,658,403	7,315,050	5,489,483
Busines-type Activities:										
Water	1,317,033	1,274,430	1,267,180	1,342,609	1,381,185	1,404,692	1,275,640	1,306,471	1,300,029	1,335,960
Sewer	1,323,859	1,661,896	1,614,859	2,694,727	2,544,455	2,633,340	2,704,970	2,724,674	2,898,819	2,925,050
Total Business-type Activities Expenese	2,640,892	2,936,326	2,882,039	4,037,336	3,925,640	4,038,032	3,980,610	4,031,145	4,198,848	4,261,010
Total Primary Government Expenese	6,424,936	7,036,903	6,964,592	8,015,414	8,265,040	8,804,194	11,018,982	11,689,548	11,513,898	9,750,493
Program Revenues										
Govermental Activities:										
Charges for services:										
General government	63,838	67,433	435,738	76,244	70,805	76,876	83,748	366,660	492,972	427,673
Public safety	363,492	355,367	384,574	388,263	378,725	408,070	398,570	4,057	2,728	4,230
Public ways and facilities	474,204	474,353	410,929	344,981	343,482	426,434	973,516	233,355	1,781,220	39,870
Culture and recreation	139,756	150,378	146,573	170,061	162,631	252,394	185,432	64,221	61,744	56,343
Community development	184,538	233,189	147,962	151,284	178,503	144,641	320,667	1,055,642	2,005,122	115,139
Operating grants and contributions	744,348	1,466,831	4,358,608	1,385,431	1,004,975	1,977,712	2,793,371	1,857,982	277,728	1,146,628
Capital grants and contributions	152,576	257,902	117,592	564,161	402,859	2,152,350	1,690,492	1,295,923	100,745	100,156
Total Govermental Activities Program Revenues	2,122,752	3,005,453	6,001,976	3,080,425	2,541,980	5,438,477	6,445,796	4,877,840	4,722,259	1,890,039
Busines-type Activities:										
Charges for services:										
Water	1,040,934	1,050,211	844,900	902,570	850,832	882,743	878,199	809,830	878,229	879,586
Sewer	1,772,336	2,037,925	1,863,695	2,181,809	2,179,286	2,241,249	2,291,083	2,243,244	2,265,104	2,289,788
Water Connections								15,270	68,930	109,333
Sewer Connections								9,053	-	89,628
Operating grants and contributions	-	-	-	-	-	-	-	-	-	-
Capital grants and contributions	-	-	84,247	10,161,065	-	-	23,000	1,027,513	864,919	-
Total Business-type Activities Program Revenues	2,813,270	3,088,136	2,792,842	13,245,444	3,030,118	3,123,992	3,192,282	4,104,910	4,077,182	3,368,335
Total Primary Government Program Revenues	4,936,022	6,093,589	8,794,818	16,325,869	5,572,098	8,562,469	9,638,078	8,982,750	8,799,441	5,258,374

Source: CAFR

CITY OF LIVE OAK
Changes in Net Position
Last Ten Fiscal Years
(full accrual basis of accounting)

	2009/2010	2010/2011	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019
Net (Expense)/Revenues (1)										
Govermental Activities	(1,661,292)	(1,095,124)	1,919,423	(897,653)	(1,797,420)	672,315	(592,576)	(2,780,563)	(2,592,791)	(3,599,444)
Busines-type activities	172,378	151,810	(89,197)	9,208,108	(895,522)	(914,040)	(788,328)	73,765	(121,666)	(892,675)
Total Primary Govermental Net Expense	(1,488,914)	(943,314)	1,830,226	8,310,455	(2,692,942)	(241,725)	(1,380,904)	(2,706,798)	(2,714,457)	(4,492,119)
General Revenues and Other Changes in Net Position										
Govermental Activities:										
Taxes:										
Property taxes	1,498,092	1,221,589	1,250,494	1,239,301	1,241,319	1,382,229	1,383,175	1,476,356	1,470,113	1,867,354
Sales and use taxes	176,158	197,343	222,448	262,905	294,102	263,086	297,481	325,380	358,667	427,506
Franchise taxes	136,247	138,306	135,517	136,868	139,766	155,071	166,356	-	-	232,801
Property taxes	11,451	10,688	11,301	9,114	12,837	8,290	11,536	-	-	-
Other taxes	-	-	-	-	-	-	-	716,398	750,153	1,058,557
Motor vehicle in lieu - unrestricted	-	-	-	-	-	-	-	-	-	328,139
Use of money and property	-	-	-	-	-	-	-	87,766	120,425	42,769
Grants and contributions - unrestricted	28,895	44,502	6,840	4,792	4,145	80,806	34,609	-	-	-
Interest and investment earnings	109,954	97,386	79,828	75,530	73,827	79,218	113,073	-	-	-
Miscellaneous	267,018	231,104	92,395	120,453	169,350	64,888	217,676	-	-	-
Other	-	-	-	-	-	-	-	541,664	322,717	265,241
Transfers	(491,328)	53,178	103,898	(378,280)	-	-	-	25,000	1,556,000	(577,087)
Special Item	-	-	-	-	-	447,830	-	-	-	-
Extraordinary gain	-	-	378,280	-	-	-	-	-	-	-
Total Governmental Activities	1,736,487	1,994,096	2,281,001	1,470,683	1,935,346	2,481,418	2,223,906	3,172,564	4,578,075	3,645,280
Busines-type Activities:										
Use of money and property	-	-	-	-	-	-	-	28,460	50,063	77,888
Interest and investment earnings	39,313	23,298	13,411	10,974	10,221	13,448	21,309	-	-	-
Miscellaneous	14,209	4,645	477	5,998	1,673	1,934	164	-	-	-
Other	-	-	-	-	-	-	-	667	-	-
Transfers	491,328	(53,178)	(103,898)	-	-	-	-	(25,000)	(1,556,000)	577,087
Total Busines-Type Activities	544,850	(25,235)	(90,010)	16,972	11,894	15,382	21,473	4,127	(1,505,937)	654,975
Total Primary Government	2,281,337	1,968,861	2,190,991	1,487,655	1,947,240	2,496,800	2,245,379	3,176,691	3,072,138	4,300,255
Change in Net Position										
Govermental Activities	75,195	898,972	4,200,424	573,030	137,926	3,153,733	1,631,330	392,001	1,985,284	45,836
Busines-type activities	717,228	126,575	(179,207)	9,225,080	(883,628)	(898,658)	(766,855)	77,892	(1,627,603)	(237,700)
Total Primary Government	792,423	1,025,547	4,021,217	9,798,110	(745,702)	2,255,075	864,475	469,893	357,681	(191,864)

Source: CAFR

Note: (1) Net expense is the difference between the expenses and program revenues of a function or program. It indicates the degree to which a function or program supports itself with its own fees and grants versus its reliance upon funding from taxes and general revenues. Numbers in parentheses are net expenses, indicating that expenses were greater than program revenues and therefore general revenues were needed to finance that function or program.

CITY OF LIVE OAK
Fund Balance - Govermental Funds
Last Ten Fiscal Years
(modified accrual basis of accounting)

	2009/2010	2010/2011	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019
General Fund										
Reserved	17,245	-	-	-	-	-	-	-	-	-
Unreserved	4,143,909	-	-	-	-	-	-	-	-	-
Nonspendable	-	379,300	-	-	-	451,274	8,115	10,661	11,357	15,268
Committed	-	2,481,928	2,487,180	2,510,279	2,514,883	2,519,197	2,525,652	2,534,045	2,548,739	2,578,832
Unassigned	-	1,526,655	1,918,069	1,985,378	2,037,092	2,227,090	2,230,647	2,075,899	2,427,584	2,076,221
Total General Fund	4,161,154	4,387,883	4,405,249	4,495,657	4,551,975	5,197,561	4,764,414	4,620,605	4,987,680	4,670,321
All Other Governmental Funds										
Unreserved, reported in:										
Special revenue funds	4,424,769	-	-	-	-	-	-	-	-	-
Capital project funds	(209,921)	-	-	-	-	-	-	-	-	-
Nonspendable	-	172,530	-	-	-	484	330	4,712	3,983	4,559
Restricted	-	4,180,501	10,859,158	10,923,658	10,503,214	11,975,628	4,272,282	3,345,863	3,874,348	3,706,829
Unassigned	-	(386,273)	(4,439)	(346,316)	(49,787)	(411,087)	(1,270,688)	(1,840,637)	(538,556)	(483,747)
Total All Other Governmental Funds	4,214,848	3,966,758	10,854,719	10,577,342	10,453,427	11,565,025	3,001,924	1,509,938	3,339,775	3,227,641

Source: CAFR
Note: The City implemented GASB 54 for fiscal year June 30, 2011 under which fund balances are reported as nonspendable, restricted, committed,
assigned and unassigned as compared to reserved and unreserved.

CITY OF LIVE OAK
Changes in Fund Balances - Govermental Funds
Last Ten Fiscal Years
(modified accrual basis of accounting)

	2009/2010	2010/2011	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019
Revenues										
Taxes and assessment	2,540,100	2,613,913	2,485,312	2,863,851	2,220,317	2,352,464	2,411,650	2,518,134	2,578,933	3,586,218
Licenses and permits	562,834	549,275	522,378	394,624	451,881	482,426	646,258	450,120	557,939	394,950
Fines and forfeitures	6,922	5,751	9,870	6,721	6,867	3,594	6,935	4,057	2,728	4,230
Use of money	109,954	97,386	76,999	78,359	73,827	79,218	113,073	87,766	120,425	259,955
Intergovernemtal	704,323	1,449,768	4,217,447	1,141,556	1,575,066	4,115,325	3,853,365	3,443,320	4,248,576	1,119,755
Charges for services	79,370	105,240	60,727	133,467	80,882	258,513	558,685	103,286	115,920	96,709
Other revenues	276,604	231,104	92,395	120,453	169,350	64,888	217,676	558,732	324,639	310,832
Total Revenues	4,280,107	5,052,437	7,465,128	4,739,031	4,578,190	7,356,428	7,807,642	7,165,415	7,949,160	5,772,649
Expenditures										
Current:										
General government	411,815	412,141	327,197	367,720	347,258	514,871	488,652	688,906	857,597	906,681
Public safety	1,611,660	1,725,374	1,641,963	1,602,027	1,670,167	1,585,506	2,148,112	1,914,124	1,867,994	1,883,345
Public ways and facilities	256,301	414,164	372,854	275,526	678,801	923,626	735,070	1,472,836	997,626	972,143
Culture and recreation	383,213	423,889	409,879	397,262	386,469	432,264	501,979	725,565	789,094	763,960
Community development	439,633	388,380	606,085	589,673	517,636	627,037	2,482,059	2,041,715	1,956,524	434,675
Debt service										
Principal	10,000	11,000	11,000	12,000	13,000	66,342	67,461	68,581	54,146	123,414
Interest	6,305	16,556	4,908	4,160	3,348	3,748	2,584	520	5,952	25,222
Capital outlay	1,933,071	1,908,002	1,119,830	1,167,335	1,038,108	2,422,505	1,866,084	1,909,114	1,329,178	1,092,702
Total Expenditures	5,051,998	5,299,506	4,493,716	4,415,703	4,654,787	6,575,899	8,292,001	8,821,361	7,858,111	6,202,142
Excess of Revenues Over (under) Expenditures	(771,891)	(247,069)	2,971,412	323,328	(76,597)	780,529	(484,359)	(1,655,946)	91,049	(429,493)
Other Financial Sources (Uses)										
Issuance of debt	-	-	-	-	-	528,825	-			
Transfers in	2,110,306	1,918,195	4,664,414	1,123,115	993,112	5,033,468	615,014	1,470,949	2,491,184	442,810
Transfers out	(2,601,634)	(1,865,017)	(4,560,516)	(1,501,395)	(993,112)	(5,033,468)	(615,014)	(1,445,949)	(409,587)	(442,810)
Capital Leases									549,863	-
Total Other Financial Sources (Uses)	(491,328)	53,178	103,898	(378,280)	-	528,825	-	25,000	2,631,460	-
Special Item - Reinstatement of loan receivable	-	-	-	-	-	447,830	-	(4,849)	-	-
Extraordinary gain	-	-	378,280	-	-	-	-	-	-	-
Net Change in Fund Balances	(1,263,219)	(193,891)	3,453,590	(54,952)	(76,597)	1,757,184	(484,359)	(1,635,795)	2,722,509	(429,493)
Debt Service as a Percentage of Noncapital Expenditures	0.53%	0.82%	0.47%	0.50%	0.45%	1.72%	1.10%	1.01%	0.93%	3.00%

Source:
CAFR

CITY OF LIVE OAK
Assessed Value and Estimated Actual Value of Taxable Property
Last Ten Fiscal Years

Fiscal Year	Secured	Unsecured	SBE Nonunitary	Taxable Assessed Value	% Change	Direct Rate
2009/2010	323,245,981	5,607,852	66,680	328,920,513	-12.49%	1.000%
2010/2011	288,107,715	5,141,917	66,680	293,316,312	-10.82%	1.000%
2011/2012	274,962,151	5,101,648	66,680	280,130,479	-4.50%	1.000%
2012/2013	272,426,872	5,096,684	2,004	277,525,560	-0.93%	1.000%
2013/2014	279,374,003	4,610,118	2,004	283,986,125	2.33%	1.000%
2014/2015	315,429,043	5,473,874	2,004	320,904,921	13.00%	1.000%
2015/2016	330,917,725	5,238,525	2,004	336,158,254	4.75%	1.000%
2016/2017	352,823,047	4,561,387	2,439	357,386,873	6.32%	1.000%
2017/2018	370,589,936	4,492,172	2,439	375,084,547	4.95%	1.000%
2018/2019	396,454,875	5,009,256	2,439	401,466,570	7.03%	1.000%

Notes:

In 1978, the voters of the State of California passed Proposition 13 which limited property taxes to a maximum rate of 1% based upon the assessed value of the property being taxed. Each year, the assessed value of property tax may be increased by an "inflation factor" (limited to a maximum increase of 2%). With few exceptions, property is only reassessed at the time that it is sold to a new owner. At that point, the new assessed value is reassessed at the purchase price of the property sold. The assessed valuation data shown above represents the only data currently available with respect to the actual market value of the taxable property and is subject to the limitations described above.

Source: Assessor's Office, County of Sutter
HDL Coren & Cone

CITY OF LIVE OAK
Property Tax Rates - All Overlapping Governments
Last Ten Fiscal Years

	Fiscal Year									
	2009/2010	**2010/2011**	**2011/2012**	**2012/2013**	**2013/2014**	**2014/2015**	**2015/2016**	**2016/2017**	**2017/2018**	**2018/2019**
City of Live Oak										
General purpose	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000
Property tax in lieu of vehicle license fees	-	-	-	-	-	-	-	-	-	-
Debt service	-	-	-	-	-	-	-	-	-	-
	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000
Live Oak Unified School District	0.059	0.073	0.076	0.081	0.082	0.074	0.073	0.065	0.372	0.114
Yuba Community College District	0.018	0.015	0.025	0.025	0.027	0.025	0.025	0.026	0.073	0.030
Special Districts	-	-	-	-	-	-	-	-	-	-
	1.076	1.087	1.101	1.106	1.110	1.099	1.098	1.091	1.445	1.144

Notes:

(1) The above tax rates are applied per $100 of assessed valuation.

(2) In 1978, California voters passed Proposition 13 which sets the property tax rate at a 1.00% fixed amount. This 1.00% is shared by all taxing agencies for which the subject property resides within. In addition to the 1.00% fixed amount, property owners are charged taxes as a percentage of assessed property values for the payment of school district bonds.

Source: Assessor's Office, County of Sutter

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CITY OF LIVE OAK
Principal Property Tax Payers
Current Year and Ten Years Ago

Taxpayer	Fiscal Year 2018/2019 Taxable Assessed Value	Fiscal Year 2018/2019 Percent of Total City Taxable Assessed Value
Corrections Corp of America	$ 7,273,865	1.83%
9000 Larkin Road LLC	4,307,291	1.16%
D and K Estates LLC	4,275,840	1.15%
Millennium Farms LLC	3,863,120	1.04%
Rilco-Edwards LLC	3,232,080	0.87%
Jaswant S Saprai	2,718,079	0.73%
KB Home Sacramento Inc	2,579,622	0.70%
H and S Energy LLC	2,505,765	0.68%
Sunsweet Grower	2,254,878	0.61%
Live Oak Apartments	2,211,387	0.60%
	$ 35,221,927	9.38%
Total City of Live Oak assessed property valuation Fiscal Year 2018/19		$ 396,454,875

Taxpayer	Fiscal Year 2011/2012 Taxable Assessed Value	Fiscal Year 2011/2012 Percent of Total City Taxable Assessed Value
CCA Properties of America	$ 6,447,071	2.30%
Tower Energy Group Corporation	3,428,889	1.22%
Auburn Manor Holding Corporation	3,392,115	1.21%
Sunsweet Dryers	2,502,236	0.89%
KB Homes Sacramento	2,107,000	0.75%
Jaswant S. Saprai	2,054,567	0.73%
L and R Gas and Food Inc	1,857,477	0.66%
Melton Family Trust	1,468,553	0.52%
RBC Real Estate Finance Inc	1,440,099	0.51%
Millennium Farms LLC	1,303,354	0.47%
	$ 26,001,361	9.28%
Total City of Live Oak assessed property valuation Fiscal Year 2011/12		$ 280,130,479

Note:
Data pertaining to fiscal year 2010/2009 and prior is not available, the latest prior year available is fiscal year 2011/2012.

CITY OF LIVE OAK
Property Tax Levies and Collections
Last Ten Fiscal Years

Fiscal Year	Taxes Levied for the Fiscal Year	Collections within the Fiscal Year of the Levy		Collections in Subsequent Years	Total Collections to Date	
		Amount	Percent of Levy		Amount	Percent of Levy
2009/2010	515,671	515,671	100.00%	-	515,671	100.00%
2010/2011	465,337	465,337	100.00%	-	465,337	100.00%
2011/2012	412,894	412,894	100.00%	-	412,894	100.00%
2012/2013	459,780	459,780	100.00%	-	459,780	100.00%
2013/2014	446,754	446,754	100.00%	-	446,754	100.00%
2014/2015	519,978	519,978	100.00%	-	519,978	100.00%
2015/2016	526,346	526,346	100.00%	-	526,346	100.00%
2016/2017	592,035	592,035	100.00%	-	592,035	100.00%
2017/2018	616,549	616,549	100.00%	6,672	623,221	100.00%
2018/2019	649,914	649,914	100.00%	8,119	658,033	100.00%

Source: Auditor-Controller's Office, County of Sutter
Finance Department, City of Live Oak (GL).

Notes:
Auditor-Controller's Office, County of Sutter for Billed and Unpaid tax for Collection in Subsequent Yrs
Taxes Levied for the FY is 100% of the Secured Property Taxes which can be found on the GL 10-4-0000-4101

CITY OF LIVE OAK
Ratios of Outstanding Debt by Type
Last Ten Fiscal Years

	Governmental Activities			Business-Type Activities								
Fiscal Year	Loans	Capital Leases	Total	Loans	Bonds	Certificates of Participation	Capital Leases	Total	Total Primary Government	Percentage of Person Income (1)	Percentage of Assessed Value (2)	Per Capita (1)
2009/2010	92,000	-	92,000	1,531,863	131,000	2,430,000	-	4,092,863	4,184,863	3.10%	1.27%	493
2010/2011	81,000	-	81,000	10,593,503	107,000	2,370,000	-	13,070,503	13,151,503	9.47%	4.48%	1,588
2011/2012	70,000	-	70,000	15,201,959	82,000	2,310,000	-	17,593,959	17,663,959	13.03%	6.31%	2,142
2012/2013	58,000	-	58,000	5,874,728	55,000	2,250,000	309,641	8,489,369	8,547,369	5.81%	3.08%	1,025
2013/2014	45,000	-	45,000	5,689,373	27,000	2,190,000	245,690	8,152,063	8,197,063	5.30%	2.89%	969
2014/2015	507,483	-	507,483	5,512,294	-	2,130,000	180,453	7,822,747	8,330,230	5.71%	2.60%	981
2015/2016	440,022	-	440,022	5,333,446	-	2,060,000	113,903	7,507,349	7,947,371	5.33%	2.36%	935
2016/2017	371,441		371,441	5,152,808	-	1,990,000	46,015	7,188,823	7,560,264	5.04%	2.12%	859
2017/2018	317,295	549,863	867,158	4,970,364	-	1,920,000	-	6,890,364	7,757,522	4.51%	2.07%	883
2018/2019	264,413	479,331	743,744	4,786,095	-	1,850,000	-	6,636,095	7,379,839	4.70%	1.84%	841

(1) See Demographic and Economic Statistic schedule for personal income and population data.
(2) See Assessed Value and Estimated Actual Value of Taxable Property schedule for property value data.

n/a - information is not available

Source: City of Live Oak Annual Financial Reports
Finance Department, City of Live Oak (Long Term Debt Schedule)

CITY OF LIVE OAK
Ratios of General Bonded Debt Outstanding
Last Ten Fiscal Years

Fiscal Year	General Bonded Debt Outstanding: General Obligation Bonds	General Bonded Debt Outstanding: Pension Obligation Bonds	General Bonded Debt Outstanding: Total	Percent of Assessed Value	Population	Per Capita
2009/2010	92,000	-	92,000	0.02%	8,483	11
2010/2011	81,000	-	81,000	0.03%	8,281	10
2011/2012	70,000	-	70,000	0.02%	8,247	8
2012/2013	58,000	-	58,000	0.02%	8,341	7
2013/2014	45,000	-	45,000	0.02%	8,461	5
2014/2015	507,483	-	507,483	0.16%	8,488	60
2015/2016	440,022	-	440,022	0.13%	8,500	52
2016/2017	371,441	-	371,441	0.10%	8,800	42
2017/2018	317,295	-	317,295	0.08%	8,781	36
2018/2019	264,413	-	264,413	0.07%	8,771	30

Source: Assessor's Office, County of Sutter
Finance Department, City of Live Oak
Hdl Coren & Cone

CITY OF LIVE OAK
Direct and Overlapping Bonded Debt
As of June 30, 2019

City Assessed Valuation	$ 400,417,039
	-
Adjusted Assessed Valuation	$ 400,417,039

	Percent Applicable	Outstanding Debt June 30, 2019	Estimated Share of Overlapping Debt
OVERLAPPING TAX AND ASSESSMENT DEBT:			
Live Oak Unified School District	45.832%	$ 21,820,000	$ 10,000,542
Yuba Commuinty College District	1.272%	160,906,106	2,046,726
Sutter Butte Flood Control Agency Assessment District	4.298%	85,560,000	3,677,369
Total Overlapping Tax and Assessment Debt		268,286,106	15,724,637
OVERLAPPING GENERAL FUND OBLIGATION DEBT:			
Sutter County Office of Education Certificates of Participations	4.167%	$ 4,875,000	203,141
Yuba Community College District General Fund Obligations	1.272%	17,056,249	216,955
Live Oak Unified School District Certificates of Participation	45.832%	4,005,221	1,835,673
Sutter County Certificates of Participations	4.167%	$ 455,000	18,960
Live Oak Cemetery District	100.000%	-	-
Total Overlapping General Fund Obligation Debt		26,391,470	2,274,729
Total Overlapping Debt		294,677,576	17,999,366
DIRECT GENERAL FUND OBLIGATION DEBT:			
Fire Engine Lease	100.000%	479,331	479,331
Animal Shelter Loan	100.000%	264,413	264,413
Total Direct Debt		743,744	743,744
Total Combined Debt		$ 295,421,320	$ 18,743,110
RATIOS TO 2018/2019 ASSESSED VALUATION:			
Total Overlapping Tax and Assessment Debt		4.50%	3.93%
RATIOS TO ADJUSTED ASSESSED VALUATION:			
Combined Direct Debt ($0,000,000)	0.000%		
Combined Total Debt	0.000%		
STATE SCHOOL BUILDING AID REPAYABLE AS OF 06/30/19	$ -		

Note: Overlapping governments are those that coincide, at least in part, within the geographic boundaries of the City of Live Oak. This schedule estimates the portion of outstanding debt of those overlapping governments that is borne by the residents and businesses of the City. This process recognizes that, when considering the City's ability to issue and repay long-term debt, the entire debt burden borne by the residents and businesses should be taken into account.

The percentage of overlapping debt applicable to the city is estimated using taxable assessed property value. Applicable percentages were estimated by determining the portion of the overlapping district's assessed value that is within the boundaries of the city divided by the district's total taxable assessed value. Excludes tax and revenue anticipation notes, enterprise revenue, mortgage revenue and non-bonded capital lease obligations.

Source: Auditor-Controller's Office, County of Sutter
Yuba Community College
Live Oak Unified School District
Sutter-Butte Flood Control Agency
Finance Department, City of Live Oak

CITY OF LIVE OAK
Computation of Legal Bonded Debt Margin
June 30, 2019

Secured Property Assessed Value, Net of Exempt Real Property	$ 401,466,570
Bonded debt limit (3.75% of assessed value) (a)	$ 15,054,996
Less debt subject to limit:	
Total water certificates of participation at 06/30/19	(1,040,000)
Total sewer certificates of participation at 06/30/19	(810,000)
Total sewer revenue bonds at 06/30/19	-
Legal debt margin	$ 13,204,996

(a) California Government Code Section 43605 sets the debt limit at 15%. The Code section was enacted prior to the change in basing assessed value at full market value when it was previously 25% of market value. Thus, the limit shown as 3.75% is one-fourth the limit to account for the adjustment of showing assessed valuation at full cash value.

Source: Assessor's Office, County of Sutter
Finance Department, City of Live Oak
Hdl Coren & Cone

Notes:
Certificate of participation can be found in long term debt

CITY OF LIVE OAK
Demographic and Economic Statistics
Last Ten Fiscal Years

Calendar Year	Population	Personal Income		Taxable Assessed Valuation	Per Capita Taxable Property Values	Average Unemployment Rate
		Total (in thousands)	Per Capita			
2010	8,483	135,127	15,929	328,920,513	38,774	33.3%
2011	8,281	138,935	16,778	293,316,312	35,420	33.2%
2012	8,247	135,517	16,432	280,130,479	33,968	31.3%
2013	8,341	147,192	17,647	277,525,560	33,272	25.9%
2014	8,461	154,611	18,273	283,986,125	33,564	24.5%
2015	8,488	145,773	17,174	320,904,921	37,807	14.3%
2016	8,500	149,192	17,552	336,158,254	39,548	6.9%
2017	8,800	149,859	17,029	357,386,873	40,612	8.00%
2018	8,781	171,819	19,567	375,084,547	42,715	7.60%
2019	8,771	156,957	17,895	401,466,570	45,772	4.30%

Note: Data pertaining to personal income is not readily available, thus the City used taxable assessed values to calculate per capita taxable property values. Data pertaining to personal income for calendar year 2016, and 2017 is not readily avaible, thus the City provided an average using data from the last three years.

The California Department of Finance demographics estimates now incorporate 2010 Census counts as the benchmark.
1.) Population Projections are provided by the California Department of Finance Projections.
2.) Income Data is provided by the U.S. Census Bureau, 2010 American Community Survey.
3.) Unemployment Data is provided by the EDD's Bureau of Labor Statistics Department.

Source:
Avenu Insights & Analytics
2017-18 and prior, previously published CAFR Report
Munis Report

CITY OF LIVE OAK
Principal Employers
2019

Employer	2018-2019 Number of Employees	Percent of Total Employment	2012-2013 Number of Employees
Live Oak Unified School District	261	6.69%	170
Wilbur Packing CO Inc	170	4.36%	
River Valley Care Center	161	4.13%	
City of Live Oak	30	0.77%	120
E-Center Head Start - Yuba-Sutter	28	0.72%	26
Dollar General Market	24	0.62%	
Tower Supermarket	11	0.28%	13
United States Post Office	11	0.28%	12
Live Oak Pharmacy	6	0.15%	6
Live Oak Medical Clinic	6	0.15%	
Total	708	18.15%	347
Total City Employment (1)	3,900		

Note: Data pertaining to fiscal year 2010/2009 and prior is not available, the latest prior year available is fiscal year 2012/2013.

Source: City of Live Oak
Avenu Insights & Analytics
(1) Employment Development Department, State of California
Munis Report

CITY OF CITY OF LIVE OAK
Full-Time and Part-Time City Government Employees
Last Ten Fiscal Years

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
City Council	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00
City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
City Clerk's Office	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Administration	1.00	1.00	1.00	1.00	1.00	1.00	1.00	-	1.00	1.00
Finance/Administrative Services	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00
Community Development	1.00	1.00	1.00	1.00	1.00	-	-	-	-	-
Public Works	8.00	9.00	8.00	9.00	9.00	5.00	7.00	10.00	7.00	7.00
Parks and Recreation	7.00	7.00	7.00	7.00	7.00	10.00	8.00	7.00	9.00	9.00
Building	2.00	1.00	1.00	1.00	1.00	2.00	2.00	2.00	2.00	2.00
Total Full-Time Equivalent Employees	30.00	30.00	29.00	30.00	30.00	29.00	29.00	30.00	30.00	30.00

Source: Finance Department, City of Live Oak

CITY OF LIVE OAK
Operating Indicators
Last Ten Fiscal Years

	2009/2010	2010/2011	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019
Business Licenses:										
Annual Business License	147	156	148	140	286	135	129	137	132	119
One Time License				18	18	11	10	7	6	8
Environment and Utilities:										
Gallons of wastewater treated per year (in millions)	235	282	210	258	223	225	218	380	251	384
Fire - Within City Limits										
Fires per year	18	20	26	41	47	22	21	19	16	87
Emergency medical calls per year	559	544	530	603	509	236	738	682	678	977
Hazardous materials incidents per year	4	4	6	12	5	4	7	14	16	5
Non-emergency service calls per year	125	124	137	136	192	275	78	275	271	85
Fire - Outside City Limits Within County										
Fires per year	-	-	-	-	-	47	42	36	19	45
Emergency medical calls per year	-	-	-	-	-	154	155	156	181	105
Hazardous materials incidents per year	-	-	-	-	-	4	12	9	8	1
Non-emergency service calls per year	-	-	-	-	-	99	112	104	113	65
Police										
911 calls per year	1,528	1,363	1,485	845	1,401	1,432	1,965	1,998	1862	1491
Cases investigated per year	685	867	709	826	930	563	616	696	744	1153
Arrests per year	244	175	193	186	202	92	123	121	124	213
Building Permits										
Building permits issued per year	174	141	155	110	147	200	279	241	210	313
New building and alteration valuation	$ 5,644,595	$ 6,157,812	$ 7,621,784	$ 1,892,973	$ 2,188,866	$ 6,525,489	$ 9,442,021	$ 9,442,021	$ 9,060,757	$ 23,059,905

Source: City of Live Oak, Finance/Building Dept's
Sutter County Sheriff
Sutter County Fire

CITY OF LIVE OAK
Capital Asset Statistics
Last Ten Fiscal Years

	2009/2010	2010/2011	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019
Enviroment and Utilities										
Miles of municipal sewer mains	24.9	24.9	24.9	24.9	24.9	24.9	25.6	25.6	25.6	25.6
Maximum daily capacity (gallons per day)	1,400,000	1,400,000	1,400,000	1,400,000	1,400,000	1,400,000	1,400,000	1,400,000	1,400,000	1,400,000
Miles of water mains	30.4	30.4	30.4	30.4	30.4	30.4	31.5	31.5	31.5	31.5
Water wells	4	4	4	4	4	4	4	4	5	5
Water storage tanks	1	1	1	1	1	1	1	1	1	1
Fire										
Full-time staffed positions	4	4	4	4	4	4	4	6	6	6
Volunteer stations	1	1	1	1	1	1	1	1	1	1
Police										
Stations	1	1	1	1	1	1	1	1	1	1
Vehicles and motorcycles	10	10	10	10	10	10	10	10	10	10
Community Development										
Miles of municipal roadways	25.61	25.61	26.84	28.44	28.44	28.44	29.50	29.50	29.50	29.50
Park sites	7	8	8	8	8	8	8	8	8	8

Source: City of Live Oak Public Works
Sutter County Fire Dept
Sutter County Sheriff Dept

CITY OF LIVE OAK
Sales Value History
Last Ten Years

Calendar Year	Full Value Sales	Average Price	Median Price	Median % Change
2010	118	130,284	130,000	-0.76%
2011	122	119,775	120,000	-7.69%
2012	117	123,261	130,000	8.33%
2013	91	133,709	138,000	6.15%
2014	100	155,175	159,000	15.22%
2015	97	181,232	190,000	19.50%
2016	96	186,047	196,000	3.16%
2017	89	211,315	213,000	8.67%
2018	86	220,087	223,250	4.81%
2019	62	237,597	240,500	7.73%

Source: Assessor's Office, County of Sutter
Finance Department, City of Live Oak
Hdl Coren & Cone

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LSL CPAs AND ADVISORS

December 10, 2019

To the Honorable Mayor and Members of the City Council
City of Live Oak, California

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Live Oak California (the City) for the year ended June 30, 2019. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards* and the Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated December 10,2019. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in the notes to the financial statements. No new accounting policies were adopted, and the application of existing policies was not changed during fiscal year 2018-2019. We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the City's financial statements was:

> Management's estimates of its net pension liability and net other postemployment benefits asset are based on actuarial valuation specialist assumptions. We evaluated the key factors and assumptions used to develop the net pension liability and net other postemployment benefits liability in determining that they are reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Lance, Soll & Lunghard, LLP 2151 River Plaza Dr., Suite 150 | Sacramento ,CA 95833 | Phone: 916.503.9691

To the Honorable Mayor and Members of the City Council
City of Live Oak, California

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, we detected misstatements as a result of audit procedures which were material and were subsequently corrected by management. The details of these misstatements are described in a separate letter dated December 10, 2019.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated December 10, 2019.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the City's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the management's discussion and analysis, the budgetary comparison schedules for the general fund and program income fund, the schedule of proportionate share of the net pension liability, the schedule of plan contributions, the schedule of changes in the net OPEB asset and related ratios, and the schedule of OPEB plan contributions which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

CPAs AND ADVISORS

To the Honorable Mayor and Members of the City Council
City of Live Oak, California

We were engaged to report on the combining and individual nonmajor fund financial statements and schedules, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on introductory section and statistical section, which accompany the financial statements but are not RSI. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

New Accounting Standards

The following new Governmental Accounting Standards Board (GASB) pronouncements were effective for fiscal year 2018-2019 audit:

GASB Statement No. 83, *Certain Assets Retirement Obligations.*

GASB Statement No. 88, *Certain Disclosures Related to Debt, including Direct Borrowing and Direct Placements.*

The following Governmental Accounting Standards Board (GASB) pronouncements are effective in the following fiscal year audit and should be reviewed for proper implementation by management:

Fiscal year 2019-2020

GASB Statement No. 84, *Fiduciary Activities.*

GASB Statement No. 90, *Majority Equity Interests - an Amendment of GASB Statement No. 14 and No. 61.*

Fiscal year 2020-2021

GASB Statement No. 87, *Leases.*

GASB Statement No. 89, Accounting for Interest Cost Incurred before the End of a Construction Period.

Fiscal year 2021-2022

GASB Statement No. 91, Conduit Debt Obligations.

To the Honorable Mayor and Members of the City Council
City of Live Oak, California

Restriction on Use

This information is intended solely for the use of City Council and management of City of Live Oak and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

Lance, Soll & Lunghard, LLP

Sacramento, California

LSL
CPAs AND ADVISORS

INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the Honorable Mayor and Members of the City Council
City of Live Oak California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Live Oak California, (the City) as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated June 30, 2019.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the City's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified. We did identify the following deficiencies in internal control that we consider to be significant deficiencies:

Periodically Review the Miscellaneous Payables Account

During our audit of accounts payable and accrued liabilities, a journal entry was required to remove a miscellaneous expense that was paid in fiscal year 2018-19 in the Sewer Connection fund in the amount of $41,786. We noted that this expense was accrued for in the prior fiscal year, however the related payable was not properly reduced in the current fiscal year. We additionally noted this expense was a one-time occurrence related to a unique subdivision improvement agreement. We recommend that the City perform a more thorough review of miscellaneous accruals.

Management Response: The city is in agreement with the assessment of the miscellaneous payable accounts. Additional procedures have been implemented to review the miscellaneous payable process during month end and fiscal year end to ensure payables and liabilities are properly accounted for. This specific liability was related to a one-time litigation that occurred in FY 17-18. Additional process will be implemented for one-time processes.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed the following instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*

Revenue Coverage Requirement

As of June 30, 2019, the City was not in compliance with the rate covenant for their 2005 Water Fund COPs. The target coverage ratio of operating revenues to operating expenses is 110% and the City had a ratio of 94.68%.

Management Response: During FY 2017-18, the City concluded a comprehensive utility rate study and initiated a Prop 218 hearing process for the consideration of water and sewer rate adjustments. The water rate adjustment initiated recommended by the City Manager was a 46% increase over a 5-year period. After completing the protest process from the public, the elected City Council declined to adjust the water rates. The City manager then revised the water rate adjustment in various ways and lowered the overall adjustment down to 43%, but the City Council could not agree to move forward with any rate adjustment. In November 2018, the City has three new elected Councilmembers and City Staff plans to recommend water rate adjustments at a lower increment over a smaller amount of years. The Councilmembers have not yet determined a date to begin the Prop 218 initiative. It is unknown as to whether any rate adjustment will be able to meet the targeted rate covenant.

City's Response to Findings

The City's response to the findings identified in our audit was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

To the Honorable Mayor and Members of the City Council
City of Live Oak, California

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Lance, Soll & Lunghard, LLP

Sacramento, California
December 10, 2019

City of Live Oak
Report to City Council

Meeting Date:	January 15, 2020
Title:	Update of Well 7A Project
Contact Information:	(Aaron Palmer, City Manager)
Location:	Citywide
Background:	The Well 7A Project has been of some concern for the Council. In order to provide the Council with all the information on the project, staff felt it was best to give a verbal presentation of the history and current status of the project. This will give the Council the opportunity to ask, the staff members working on this project, questions as to the status and completion of Well 7A.
Analysis:	Staff will give a history of the Well 7A Project and the current status and estimated completion of the project.
Fiscal Impacts:	None.
Recommendation:	Give the City Council an update as to the status of the Well 7A Project. No action is required by the City Council.

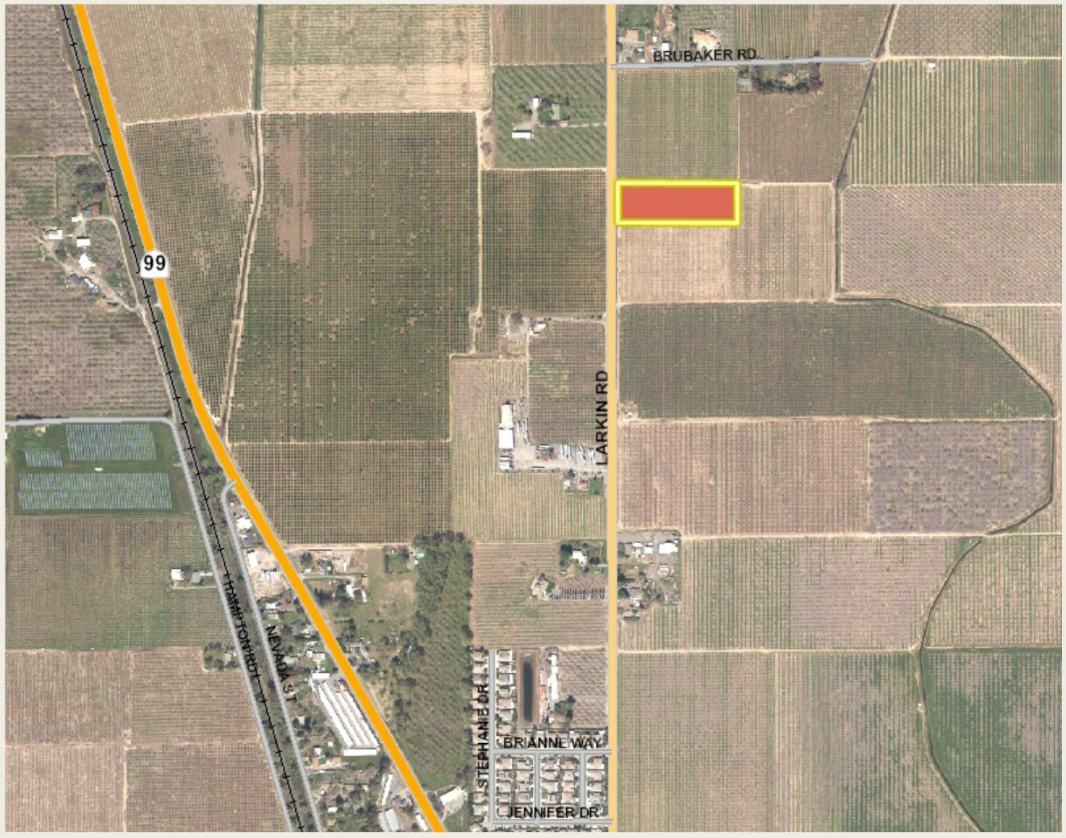
Attachments:

PowerPoint Presentation
Baseline

LIVE OAK CALIFORNIA

WELL#7
PROJECT UPDATE

Site Location-northern end of Larkin Road



LIVE OAK CALIFORNIA

Purpose Behind Well #7

- Required by the State to meet required water production
- State required City to abandon Well #5 due to arsenic levels
- Provide water production capabilities on east side of City
- Estimated water production of 1000 gallons per day

LIVE OAK CALIFORNIA

Today's Condition Of Well #7 location



LIVE OAK CALIFORNIA

Project Costs

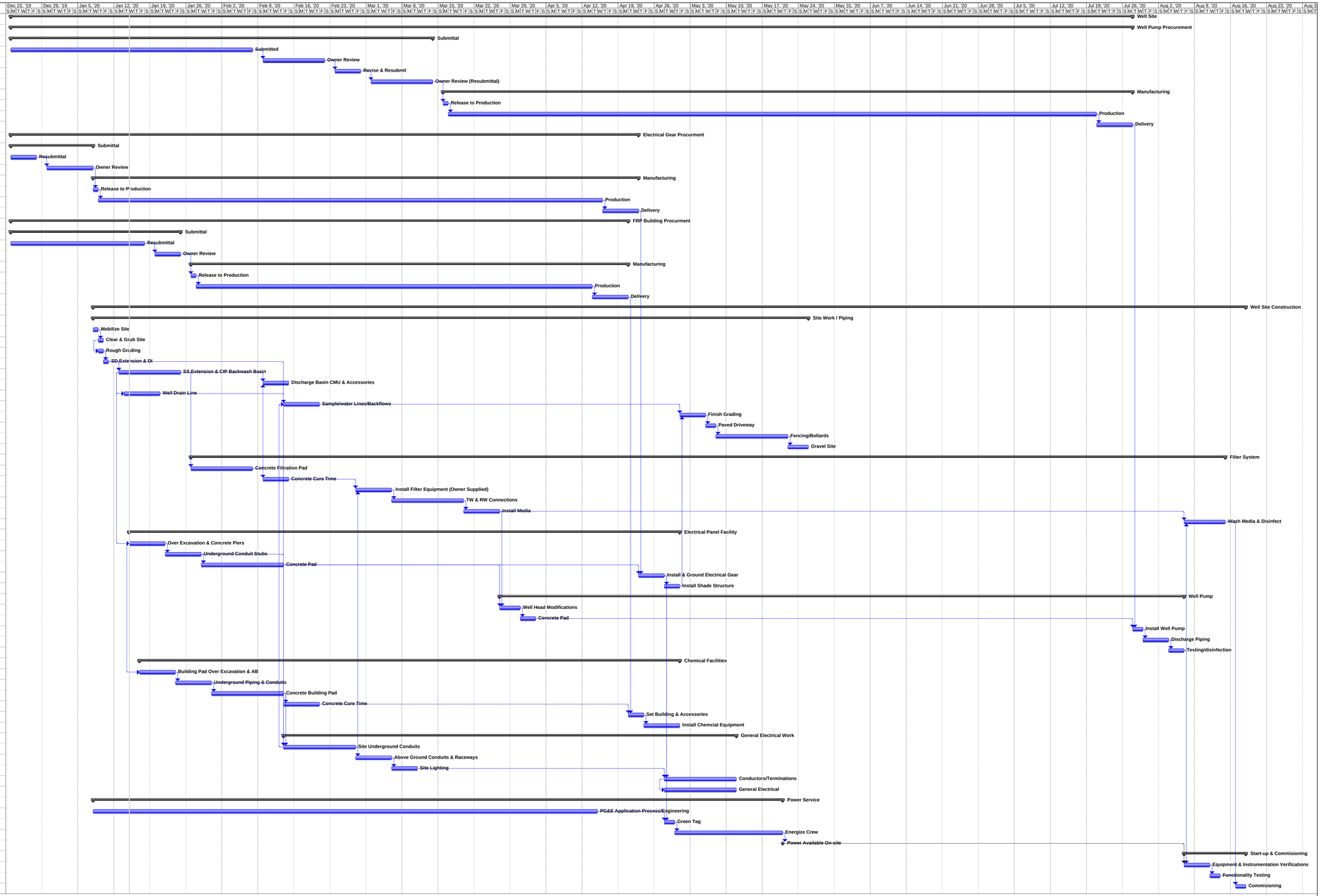
- Expenditures thru 6/30/19: $2,406,374
- Contracts remaining: $975,239 plus $350,000
- Estimate to complete project: $3,732,000
- Major components
  - *Design & construction management (West Yost)*
  - *Well drilling (NoCal Pump)*
  - *Site development (T&S Construction)*
  - *Filtration system (ATEC)*
  - *Enhancing water and sewer facilities (T&S Construction)*

LIVE OAK CALIFORNIA

Project History

- April 2015 completed test well required by State
- September 2016 awarded bid to NoCal Pump to drill production well
- March 2017 awarded Site development/construction to T&S Construction
- October 2018 issued purchase contract to ATEC for filtration system
- December 2019 increased West Yost Engineering agreement for finishing construction oversight on Well#7
- September 2020 expected completion of Well site

ID	Task Name	Duration	Start	Finish	Predecessors
1	**Well Site**	**156 days**	**Mon 12/23/19**	**Mon 7/27/20**	
2	**Well Pump Procurement**	**156 days**	**Mon 12/23/19**	**Mon 7/27/20**	
3	**Submittal**	**60 days**	**Mon 12/23/19**	**Fri 3/13/20**	
4	Submitted	7 wks	Mon 12/23/19	Fri 2/7/20	
5	Owner Review	2 wks	Mon 2/10/20	Fri 2/21/20	4
6	Revise & Resubmit	1 wk	Mon 2/24/20	Fri 2/28/20	5
7	Owner Review (Resubmittal)	2 wks	Mon 3/2/20	Fri 3/13/20	6
8	**Manufacturing**	**96 days**	**Mon 3/16/20**	**Mon 7/27/20**	
9	Release to Production	1 day	Mon 3/16/20	Mon 3/16/20	7
10	Production	18 wks	Tue 3/17/20	Mon 7/20/20	9
11	Delivery	1 wk	Tue 7/21/20	Mon 7/27/20	10
12	**Electrical Gear Procurment**	**88 days**	**Mon 12/23/19**	**Wed 4/22/20**	
13	**Submittal**	**12 days**	**Mon 12/23/19**	**Tue 1/7/20**	
14	Resubmittal	1 wk	Mon 12/23/19	Fri 12/27/19	
15	Owner Review	7 days	Mon 12/30/19	Tue 1/7/20	14
16	**Manufacturing**	**76 days**	**Wed 1/8/20**	**Wed 4/22/20**	
17	Release to Production	1 day	Wed 1/8/20	Wed 1/8/20	15
18	Production	14 wks	Thu 1/9/20	Wed 4/15/20	17
19	Delivery	1 wk	Thu 4/16/20	Wed 4/22/20	18
20	**FRP Building Procurment**	**86 days**	**Mon 12/23/19**	**Mon 4/20/20**	
21	**Submittal**	**25 days**	**Mon 12/23/19**	**Fri 1/24/20**	
22	Resubmittal	4 wks	Mon 12/23/19	Fri 1/17/20	
23	Owner Review	1 wk	Mon 1/20/20	Fri 1/24/20	22
24	**Manufacturing**	**61 days**	**Mon 1/27/20**	**Mon 4/20/20**	
25	Release to Production	1 day	Mon 1/27/20	Mon 1/27/20	23
26	Production	11 wks	Tue 1/28/20	Mon 4/13/20	25
27	Delivery	1 wk	Tue 4/14/20	Mon 4/20/20	26
28	**Well Site Construction**	**160 days**	**Wed 1/8/20**	**Tue 8/18/20**	
29	**Site Work / Piping**	**99 days**	**Wed 1/8/20**	**Mon 5/25/20**	
30	Mobilize Site	1 day	Wed 1/8/20	Wed 1/8/20	
31	Clear & Grub Site	1 day	Thu 1/9/20	Thu 1/9/20	30
32	Rough Grading	1 day	Thu 1/9/20	Thu 1/9/20	31SS
33	SD Extension & DI	1 day	Fri 1/10/20	Fri 1/10/20	32
34	SS Extension & CIP Backwash Basin	10 days	Mon 1/13/20	Fri 1/24/20	33
35	Discharge Basin CMU & Accessories	5 days	Mon 2/10/20	Fri 2/14/20	34,43
36	Well Drain Line	5 days	Tue 1/14/20	Mon 1/20/20	34SS+1 day
37	Sample/water Lines/Backflows	5 days	Fri 2/14/20	Thu 2/20/20	36,69SS
38	Finish Grading	3 days	Fri 5/1/20	Tue 5/5/20	37,54
39	Paved Driveway	2 days	Wed 5/6/20	Thu 5/7/20	38
40	Fencing/Bollards	10 days	Fri 5/8/20	Thu 5/21/20	39
41	Gravel Site	2 days	Fri 5/22/20	Mon 5/25/20	40
42	**Filter System**	**145 days**	**Mon 1/27/20**	**Fri 8/14/20**	
43	Concrete Filtration Pad	10 days	Mon 1/27/20	Fri 2/7/20	34
44	Concrete Cure Time	1 wk	Mon 2/10/20	Fri 2/14/20	43
45	Install Filter Equipment (Owner Supplied)	5 days	Fri 2/28/20	Thu 3/5/20	44,69
46	TW & RW Connections	10 days	Fri 3/6/20	Thu 3/19/20	45
47	Install Media	5 days	Fri 3/20/20	Thu 3/26/20	46
48	Wash Media & Disinfect	6 days	Fri 8/7/20	Fri 8/14/20	47,60
49	**Electrical Panel Facility**	**77 days**	**Wed 1/15/20**	**Thu 4/30/20**	
50	Over Excavation & Concrete Piers	5 days	Wed 1/15/20	Tue 1/21/20	34SS+2 days
51	Underground Conduit Stubs	5 days	Wed 1/22/20	Tue 1/28/20	50
52	Concrete Pad	12 days	Wed 1/29/20	Thu 2/13/20	51
53	Install & Ground Electrical Gear	3 days	Thu 4/23/20	Mon 4/27/20	19,52
54	Install Shade Structure	3 days	Tue 4/28/20	Thu 4/30/20	53
55	**Well Pump**	**95 days**	**Fri 3/27/20**	**Thu 8/6/20**	
56	Well Head Modifications	2 days	Fri 3/27/20	Mon 3/30/20	52,47
57	Concrete Pad	3 days	Tue 3/31/20	Thu 4/2/20	56
58	Install Well Pump	2 days	Tue 7/28/20	Wed 7/29/20	11,57
59	Discharge Piping	3 days	Thu 7/30/20	Mon 8/3/20	58
60	Testing/disinfection	3 days	Tue 8/4/20	Thu 8/6/20	59
61	**Chemical Facilities**	**75 days**	**Fri 1/17/20**	**Thu 4/30/20**	
62	Building Pad Over Excavation & AB	5 days	Fri 1/17/20	Thu 1/23/20	50SS+2 days
63	Underground Piping & Conduits	5 days	Fri 1/24/20	Thu 1/30/20	62
64	Concrete Building Pad	10 days	Fri 1/31/20	Thu 2/13/20	63
65	Concrete Cure Time	1 wk	Fri 2/14/20	Thu 2/20/20	64
66	Set Building & Accessories	3 days	Tue 4/21/20	Thu 4/23/20	65,27
67	Install Chemcial Equipment	1 wk	Fri 4/24/20	Thu 4/30/20	66
68	**General Electrical Work**	**62 days**	**Fri 2/14/20**	**Mon 5/11/20**	
69	Site Underground Conduits	10 days	Fri 2/14/20	Thu 2/27/20	33,63,51,64
70	Above Ground Conduits & Raceways	5 days	Fri 2/28/20	Thu 3/5/20	69
71	Site Lighting	3 days	Fri 3/6/20	Tue 3/10/20	70
72	Conductors/Terminations	10 days	Tue 4/28/20	Mon 5/11/20	71,53
73	General Electrical	10 days	Tue 4/28/20	Mon 5/11/20	72SS
74	**Power Service**	**96 days**	**Wed 1/8/20**	**Wed 5/20/20**	
75	PG&E Application Process/Engineering	14 wks	Wed 1/8/20	Tue 4/14/20	
76	Green Tag	2 days	Tue 4/28/20	Wed 4/29/20	75,53
77	Energize Crew	3 wks	Thu 4/30/20	Wed 5/20/20	76
78	Power Available On-site	0 days	Wed 5/20/20	Wed 5/20/20	77
79	**Start-up & Commisioning**	**8 days**	**Fri 8/7/20**	**Tue 8/18/20**	
80	Equipment & Instrumentation Verifications	3 days	Fri 8/7/20	Tue 8/11/20	60,78
81	Functionality Testing	2 days	Wed 8/12/20	Thu 8/13/20	80
82	Commisioning	2 days	Mon 8/17/20	Tue 8/18/20	81,48



Project: Live Oak Baseline (1-15-2020
Date: Wed 1/15/20

Task | Split | Progress | Milestone | Summary | Project Summary | External Tasks | External Milestone | Deadline