



LIVE OAK CITY COUNCIL

REGULAR MEETING AGENDA AUGUST 21, 2024 6:00 PM

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

MEMBERS OF THE COUNCIL

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

MARK SCOTT,
INTERIM CITY MANAGER

NICOLE ROSSER,
CITY ATTORNEY

The Council may take up any agenda item at any time, regardless of the order listed. Action may be taken on any item on this agenda. Materials related to an item on this Agenda submitted to the Council after distribution of the agenda packet are available for public inspection at City Hall, 9955 Live Oak Boulevard, Live Oak, during normal business hours. Such documents are also available on the City of Live Oak's website at www.liveoakcity.org, subject to staff's availability to post the documents before the meeting.

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

- **Remote Viewing:**

- Members of the public can view a livestream of the meeting online at https://liveoakca.granicus.com/ViewPublisher.php?view_id=1.
- Members of the public can access the Zoom webinar as follows:
 - **Join by Electronic Device:**
<https://us02web.zoom.us/j/82991305985>
 - **Join by Phone:**
1-669-900-6833 or 1-833-548-0282 (Toll Free)
Webinar ID: 829 9130 5985

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

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

<https://us02web.zoom.us/j/82991305985>
 - Joining the virtual Council meeting by calling the phone number below. When public comment is opened, dial *9 to raise your hand and be called upon to speak for up to 3 minutes.

1-669-900-6833 or 1-833-548-0282 (Toll Free)
Webinar ID: 829 9130 5985
 - **Email Public Comment:** Comments from the public on agenda items will be accepted until 1:00 pm on the date of the meeting, via email to the City Clerk at cmenchaca@liveoakcity.org. Comments will be distributed to Council prior to the meeting and attached to the minutes. Please note that emailed comments will NOT be read aloud by staff during the meeting.
 - **eComment Feature:** Comments from the public on agenda items will be accepted until 1:00 pm on the date of the meeting, via the eComment feature at https://liveoakca.granicus.com/ViewPublisher.php?view_id=1. Comments will be distributed to Council prior to the meeting and attached to the minutes. Please note that eComments will NOT be read aloud by staff during the meeting.
-

CALL TO ORDER**ROLL CALL****PLEDGE OF ALLEGIANCE AND INVOCATION****CORRECTIONS AND/OR CHANGES TO THE AGENDA BY CITY MANAGER ONLY****PRESENTATIONS AND RECOGNITIONS****PUBLIC COMMENT**

Any person wishing to address the City Council on general jurisdictional matters or consent calendar items may do so at this time. If you are commenting on an agenda item, your comments will be heard at the time that item is scheduled for discussion. The City Council adopted a time limit of three minutes per person. The Brown Act does not allow for Council discussion of items not on the agenda. Councilmembers may only a) refer the matter to staff; b) ask for additional information; c) request a report back; or d) provide a limited factual response for items not listed on the agenda.

CONSENT ITEMS

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

1. City Council Meeting Minutes
Recommendation: Approve the August 7, 2024, City Council Regular Meeting minutes.
(Clarissa Menchaca, City Clerk)

BUSINESS ITEMS

2. Write-Off of Past Due Water and Sewer Accounts Collections
Recommendation: Adopt resolution.
(James Ramsey, Finance Director)

DISCUSSION ITEMS

3. Discussion - Proposal by Public Agency Retirement Services (PARS) to Provide OPEB and Pension Trust Services
Recommendation: Consider the proposal from PARS and consider directing staff to bring forward a resolution on September 4, 2024, to join the PARS 115 Trust Fund Program.
(Mark Scott, Interim City Manager)
4. Discussion and Possible Direction - Use of City Website Postings by the City Manager to Communicate City Council Policy Information
Recommendation: Discuss the use of City website postings to communicate City policy positions and provide any relevant direction to staff.
(Mark Scott, Interim City Manager)
5. Discussion - Status of City-owned Properties
Recommendation: Staff is providing this report to address a City Council inquiry. No action is recommended.
(Mark Scott, Interim City Manager)

ITEMS REMOVED FROM THE CONSENT AGENDA FOR COUNCIL CONSIDERATION AND ACTION

UPDATES AND ANNOUNCEMENTS FROM THE CITY ATTORNEY AND CITY MANAGER

- A. Live Oak Festival Update
- B. Election Update

COUNCILMEMBER REPORTS / COMMENTS / REQUESTS

CLOSED SESSION

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

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

ADJOURNMENT



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

Meeting Date: August 21, 2024

Title: City Council Meeting Minutes

Contact Information: Clarissa Menchaca, City Clerk

Recommendation: Approve the August 7, 2024, City Council Regular Meeting minutes.

Attachments:

[Minutes](#)



LIVE OAK CITY COUNCIL

MINUTES
AUGUST 7, 2024
6:00 PM

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

MEMBERS OF THE COUNCIL

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

MARK SCOTT,
INTERIM CITY MANAGER

NICOLE ROSSER,
CITY ATTORNEY

CALL TO ORDER

Meeting called to order by Mayor Hernandez at Live Oak City Council Chambers, 9955 Live Oak Boulevard, Live Oak, CA at 6:12 pm.

ROLL CALL

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

PLEDGE OF ALLEGIANCE AND INVOCATION

Mayor Hernandez led the Pledge of Allegiance. Vice Mayor Santana delivered the invocation.

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

There were no corrections and/or changes.

PRESENTATIONS AND RECOGNITIONS

There were no presentations and/or recognitions.

PUBLIC COMMENT

Public Comment was opened and closed without any speakers.

CONSENT ITEMS

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

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

VOTE: MOTION PASSED UNANIMOUSLY

1. City Council Meeting Minutes
Clarissa Menchaca, City Clerk
Council action: July 17, 2024, City Council Regular Meeting minutes approved.

BUSINESS ITEMS

2. Cross-Connection Control Service Agreement from Graham Backflow Services
Jeff Nelson, Interim Public Works Director, and Tony Wright, Chief Plant Operator

Jeff Nelson, Interim Public Works Director, provided a report for the Council.

John Graham, Graham Backflow Services, addressed the Council.

Public Comment was opened and closed without any speakers.

MOTION: 1) ACCEPT THE PROPOSAL; AND 2) AUTHORIZE THE CITY MANAGER TO SIGN THE PROPOSAL.
(MOTION: SANTANA; SECOND: GHAG)

VOTE: MOTION PASSED UNANIMOUSLY

3. League of CA Cities Voting Delegates
Mark Scott, Interim City Manager

Mark Scott, Interim City Manager, provided a report for the Council.

Public Comment was opened and closed without any speakers.

MOTION: DESIGNATE MAYOR HERNANDEZ AS VOTING DELEGATE AND VICE MAYOR SANTANA AND
COUNCILMEMBER GHAG AS ALTERNATES.
(MOTION: WOTEN; SECOND: SANTANA)

VOTE: MOTION PASSED UNANIMOUSLY

DISCUSSION ITEMS

4. Live Oak Dog Park
Luis Cibrian, Parks and Recreation Director

Luis Cibrian, Parks and Recreation Director, provided a report for the Council.

Public Comment was opened and closed without any speakers.

Council action: Directed staff to hold ribbon cutting ceremony on Thursday, August 22, 2024, at 6:00 pm.

ITEMS REMOVED FROM THE CONSENT AGENDA FOR COUNCIL CONSIDERATION AND ACTION

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

UPDATES AND ANNOUNCEMENTS FROM THE CITY ATTORNEY AND CITY MANAGERA. Scheduling a Public Agency Retirement Services (PARS) Presentation (OPEB Trust)

Mark Scott, Interim City Manager, discussed scheduling a future presentation from OPEB Trust.

B. Water Rate Study

Mark Scott, Interim City Manager, provided an update on the water rate study and informed that staff will work on getting an RFP out to get proposals for the water rate study.

C. CFD Analysis

Mark Scott, Interim City Manager, touched on the necessity of performing a CFD analysis in the future.

COUNCILMEMBER COMMENTS

Councilmember Woten touched on monthly reports the Sutter Animal Services Authority will be providing to the City.

Councilmember Chapdelaine highlighted his attendance at the National Night Out event.

Councilmember Ghag discussed his attendance at the League of California Cities Sacramento Division meeting. Councilmember Ghag informed of West Nile mosquitos located on the west side of Live Oak. Councilmember Ghag requested the meeting be closed in memory of Kelly Bumpus.

Vice Mayor Santana requested the City collaborate with Sutter County or Butte County to bring a low cost spay and neuter clinic to the City. Vice Mayor Santana inquired about establishing a fireworks escalation fee and requested the City initiate a local hero award recognition program.

CLOSED SESSION5. Public Employee Recruitment: City Manager, Pursuant to California Government Code Section 54957(b)ADJOURNMENT

Mayor Hernandez adjourned the meeting at 7:32 pm in memory of Kelly Bumpus.

Ashley Hernandez, Mayor

ATTEST:

Clarissa Menchaca, City Clerk



City of Live Oak Report to City Council

Meeting Date: August 21, 2024

Title: Write-off of Past Due Water and Sewer Accounts Collections

Contact Information: James Ramsey, Finance Director

Background: Periodically, the City will evaluate past due balances and determine that there is no recourse to collect on those amounts based on the number of days outstanding. The accounts on the attached listing have been outstanding for a significant period of time and as such, management is requesting that the amounts be written off and sent to collections. If not collected by next year, there is a possibility that these may be collected next year via a lien on the property tax rolls. These amounts are outstanding from the period April 2024 to June 2024.

Fiscal Impacts: Total write-offs of \$3,650.79 are split between water and sewer funds.

Recommendation: Adopt resolution.

Attachments:

[Resolution](#)
[Exhibit A - Collections April - June 2024](#)

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 \$3,650.79

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

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

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

WHEREAS, Exhibit A provides a list of uncollectible accounts for the period ending March 31, 2024, and is made a part of this resolution.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Live Oak hereby authorizes the Finance Director to write-off as collection losses the accounts receivables listed on Exhibit A totaling \$3,650.79.

PASSED AND ADOPTED by the City Council of the City of Live Oak this 21st day of August, 2024, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

APPROVED:

Ashley Hernandez, Mayor

ATTEST:

Clarissa Menchaca, City Clerk

Account	Name	Service Address	Balance
01-0690-16	SCOTT/JORDAN OBRIEN/DUNN	2471 ARCHER AVE.	426.28
01-3180-11	JAVIER MEDINA GARCIA	2435 BIRCH ST.	55.66
03-0510-00	PETRA/GLORIA SAUCEDO/QUIROZ	10336 N ST.	473.55
03-2993-03	PATRICIA GUZMAN	3218 HEATHER DR.	422.68
04-0980-00	WARREN BREUSS	9831 R ST.	659.66
04-1200-05	LEONARD SCHWARTZ	2646 DATE ST	254.24
04-4957-05	FEATHER RIVER PROP MANAGEMENT	9397 COLLIER CT.	24.74
04-7280-08	JUAN RAMIREZ	2678 LAURELLEN ST.	530.35
04-8400-05	LEAH BISHOP	3171 COLE CT.	668.61
04-8401-08	JASON DELRIO	3475 MUSGRAVE AVE.	42.25
04-9340-04	GURPREET KAUR	9725 RICHMOND WAY	92.77
TOTAL			3,650.79

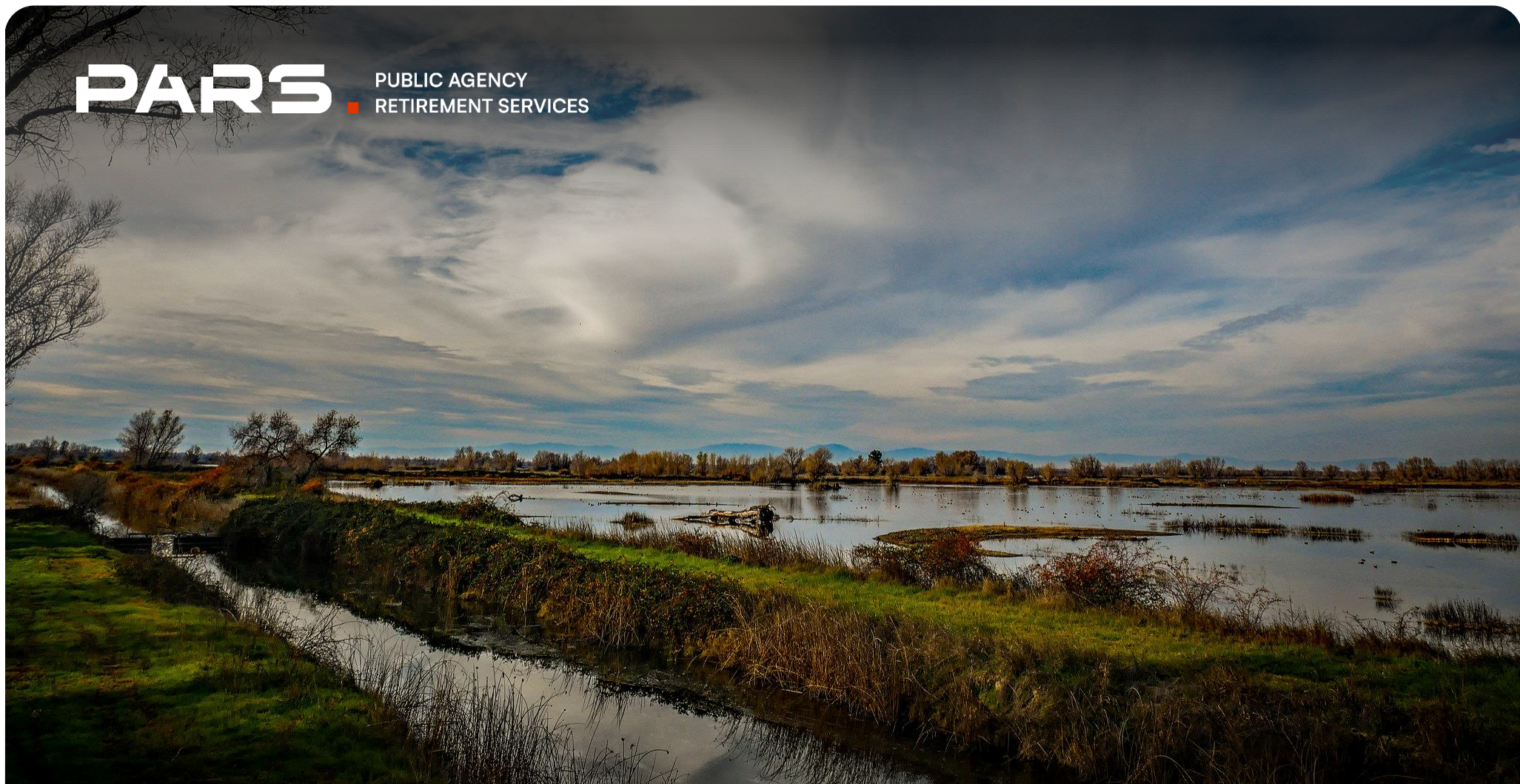


City of Live Oak Report to City Council

Meeting Date:	August 21, 2024
Title:	Discussion - Proposal by Public Agency Retirement Services (PARS) to Provide OPEB and Pension Trust Services
Contact Information:	Mark Scott, Interim City Manager
Background:	The City has received a proposal from Public Agency Retirement Services (PARS), a private company that provides investment services to government agencies relating to trust funds established to support their OPEB and/or pension liabilities. PARS represents hundreds of agencies in this capacity, including 164 cities in California (including Yuba City, Oroville, Rocklin, West Sacramento, etc.) and 37 counties (including Sutter, Yuba, Placer, etc.). A representative of PARS will be available on August 21, 2024 to present their proposal and address any questions. PARS represents that their 115 Trust Program offers investment returns that have surpassed those of the CalPERS CERBT 115 Trust Fund that the City participates in for its OPEB liability. Attached is a copy of a proposal and evaluation provided by PARS relating to Live Oak.
Analysis:	At present, the City has an existing OPEB 115 Trust Fund established with the CalPERS CERBT Trust Fund. The amount held in the fund is adequate because the City has very low liability for retiree medical benefits. The opportunity offered by PARS would relate to investment returns. PARS is also offering the opportunity to join their pension trust fund for future pension obligations.
Fiscal Impacts:	The proposal suggests the opportunity to increase the City's performance for assets held in our OPEB 115 Trust Fund administered by CalPERS. PARS also represents that their program provides a City with greater control of their trust fund assets.
Recommendation:	Consider the proposal from PARS and consider directing staff to bring forward a resolution on September 4, 2024, to join the PARS 115 Trust Fund Program.
Attachments:	



PUBLIC AGENCY
RETIREMENT SERVICES



CITY OF LIVE OAK

PARS 115 Trust – OPEB Prefunding Program & Pension Rate Stabilization Program (PRSP)
May 22, 2024

CONTACTS



Rachael Sanders, CEBS
Vice President, Consulting

(800) 540-6369 x121
rsanders@pars.org

Andrew Brown, CFA
Director, Senior Portfolio Manager

(415) 796-5057
andrew.brown1@pfmam.com

Mitch Barker
Senior Consultant
(949) 310-4876
mbarker@pars.org

Kevin O'Rourke
Senior Municipal Consultant
(707) 249-5356
kevin@kolgs.org

PARS 115 TRUST TEAM

As of March 31, 2024

Trust Administrator & Consultant*



- Serves as record-keeper, consultant, and central point of contact
- Sub-trust accounting
- Coordinates all agency services
- Monitors plan compliance (IRS/GASB/State Government Code)
- Processes contributions/disbursements
- Hands-on, dedicated support teams

40

Years of Experience
(1984-2024)

2,000+

Plans under
Administration

1,000+

Public Agency
Clients

500+

115 Trust Clients

500K+

Plan Participants

\$8.0B

Assets under
Administration

** See important information regarding PARS in the Disclaimer page at the end of the presentation.*

Trustee



- 5th largest commercial bank and one of the nation's largest trustees for Section 115 trusts
- Safeguard plan assets
- Oversight protection as plan fiduciary
- Custodian of assets

161

Years of Experience
(1863-2024)

\$9.5T

Assets under
Administration

Investment Manager



- Investment sub-advisor to trustee U.S. Bank
- Institutional asset management solutions
- Fixed income and multi asset portfolios
- Active and passive platform options
- Customized portfolios (with minimum asset level)

40+

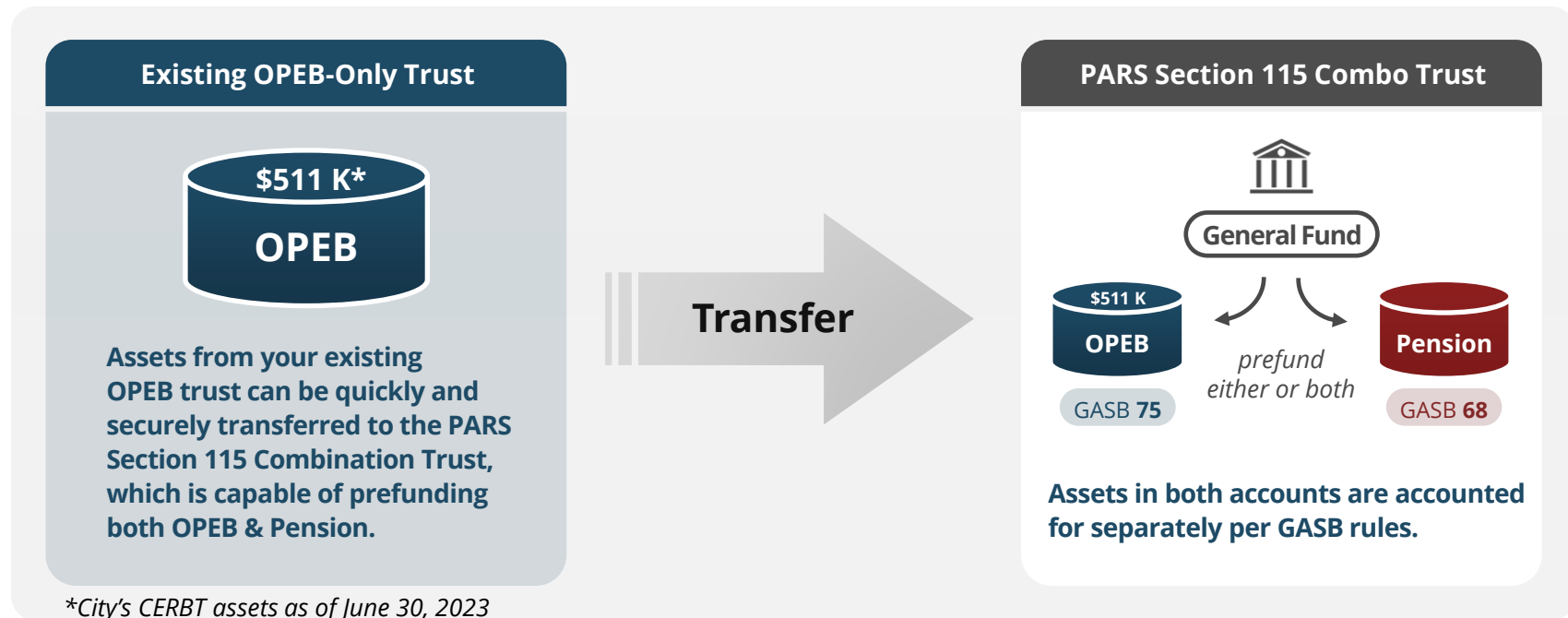
Years of Investment
Experience
(As of 12/31/2023)

\$229.8B*

Assets under Management
& Advisement

** Assets under management and advisement as of December 31, 2023, includes fixed income and multi asset class portfolios
Investment Management Services by PFM Asset Management as sub-advisor*

PARS IRS-APPROVED SECTION 115 TRUST



Subaccounts

OPEB and Pension assets are individually sub-accounted, and can be divided by dept., bargaining group, or cost center



Financial Stability

Assets in the PARS Section 115 Combination Trust can be used to address unfunded liabilities.



Flexible Investing

Allows separate investment strategies for OPEB and Pension subaccounts.



Anytime Access

Trust funds are available anytime; OPEB for OPEB and Pension for Pension.



Economies-of-Scale

OPEB and Pension assets aggregate and reach lower fees on tiered schedule sooner – saving money!



No Set Up Cost or Minimums

No set-up costs, no minimum annual contribution amounts, and no fees until assets are added.

115 TRUST – OPEB/PENSION CLIENT LIST

Updated May 2024

CITIES & TOWNS (164)

Alameda	Colma	Fort Bragg	La Mesa	Novato	Ripon	Taft
Alhambra	Commerce	Fountain Valley	La Quinta	Oakley	Riverside	Temecula
Anaheim	Corcoran	Fullerton	Laguna Niguel	Orinda	Rocklin	Temple City
Angels Camp	Coronado	Galt	Lake Forest	Oroville	Rohnert Park	Thousand Oaks
Atherton	Costa Mesa	Garden Grove	Lakewood	Pacifica	Rolling Hills	Tiburon
Atwater	Crescent City	Gilroy	Lemon Grove	Palmdale	Rosemead	Tustin
Azusa	Cudahy	Glendale	Livermore	Palo Alto	Ross	Twentynine Palms
Bakersfield	Cupertino	Glendora	Lodi	Pasadena	San Anselmo	Union City
Beaumont	Cypress	Goleta	Los Alamitos	Patterson	San Jacinto	Vallejo
Bell Gardens	Daly City	Grand Terrace	Los Altos Hills	Perris	San Leandro	Villa Park
Benicia	Dana Point	Grass Valley	Mammoth Lakes	Pico Rivera	San Pablo	Walnut
Bishop	Del Rey Oaks	Half Moon Bay	Manhattan Beach	Piedmont	San Ramon	West Covina
Brea	Dinuba	Hawthorne	Merced	Pinole	Sanger	West Sacramento
Brisbane	Duarte	Healdsburg	Modesto	Pittsburg	Santa Ana	Westminster
Burlingame	Dublin	Hemet	Monrovia	Pleasant Hill	Santa Barbara	Winters
Calabasas	El Cajon	Hercules	Monterey	Pleasanton	Santa Clara	Woodland
Camarillo	El Centro	Hermosa Beach	Moreno Valley	Pomona	Santa Clarita	Woodside
Canyon Lake	El Cerrito	Huntington Beach	Morgan Hill	Port Hueneme	Sausalito	Yountville
Capitola	El Segundo	Indian Wells	Morro Bay	Rancho Cucamonga	Seaside	Yuba City
Carlsbad	Elk Grove	Imperial Beach	Murrieta	Redding	Selma	Yucca Valley
Carmel	Emeryville	Indio	Napa	Redwood City	Solana Beach	
Chino Hills	Escondido	Ione	National City	Rialto	South El Monte	
Chula Vista	Fairfax	La Habra	Newport Beach	Richmond	Stanton	
Claremont	Fairfield	Lakeport	Norco	Rio Vista	Sutter Creek	

COUNTIES (37)

Alpine	Glenn	Kings	Mendocino	Nevada	San Joaquin	Sutter	Yolo
Amador	Humboldt	Lake	Merced	Placer	Shasta	Tehama	Yuba
Calaveras	Imperial	Lassen	Mono	Plumas	Siskiyou	Trinity	
Colusa	Inyo	Madera	Monterey	Riverside	Solano	Tulare	
Contra Costa	Kern	Mariposa	Napa	San Benito	Sonoma	Tuolumne	

115 TRUST – OPEB/PENSION CLIENT LIST

Updated May 2024

SPECIAL DISTRICTS (117)

Agoura Hills/Calabasas Community Center Authority
Alameda County Mosquito Abatement District
Alpine Fire Protection District
Beach Cities Health District
Bighorn-Desert View Water Agency
Bodega Bay Public Utilities District
Calaveras County Water District
California Intergovernmental Risk Authority
California Joint Powers Insurance Authority
California Joint Powers Risk Management Authority
Central Contra Costa Sanitary District
Central Contra Costa Transit Authority
Coastline Regional Occupational Program
Coastside Fire Protection District
Colusa Mosquito Abatement District
Contra Costa County EEs' Retirement Association
Contra Costa Mosquito and Vector Control District
Crestline Village Water District
Delta Diablo
Desert Recreation District
East Bay Regional Park District
East Orange County Water District
Eastern Sierra Community Services District
Eastern Sierra Transit Authority
El Dorado Hills County Water (& Fire) District
Fallbrook Public Utility District
Feather River Air Quality Management District
Fresno Irrigation District
Fresno Metropolitan Flood Control District
Glenn-Colusa Irrigation District
Goleta Cemetery District
Goleta West Sanitary District
Great Basin Unified Air Pollution Control District
Greater Vallejo Recreation District
Hayward Area Recreation & Park District
Hesperia Fire Protection District
Housing Authority of the County of Butte
Housing Authority of the County of Contra Costa
Housing Authority of the County of San Bernardino

Housing Authority of the County of Santa Cruz
Humboldt Bay Fire Joint Powers Authority
Humboldt Bay Municipal Water District
Humboldt No. 1 Fire Protection District
Menlo Park Fire Protection District
Mesa Water District
Metropolitan Transportation Commission
Midpeninsula Regional Open Space District
Mid-Peninsula Water District
Mojave Desert Air Quality Management District
Montecito Fire Protection District
Monterey Bay Unified Air Pollution Control District
Monterey County Mosquito Abatement District
Monterey One Water
Moraga-Orinda Fire Protection District
Mosquito & Vector Mgmt. Dist. of Santa Barbara Co.
Municipal Pooling Authority
Municipal Water District of Orange County
Napa County Mosquito Abatement District
Nevada County Consolidated Fire District
North Central Fire Protection District
North Coast Air Quality Management District
North County Fire Protection District
Novato Sanitary District
Orange County Fire Authority
Orange County LAFCO
Orange County Mosquito and Vector Control District
Orange County Sanitation District
Orange County Water District
Orchard Dale Water District
Pebble Beach Community Services District
Placentia Library District
Placer County Air Pollution Control District
Placer County Resource Conservation District
Rancho Cucamonga Fire Protection District
Rancho Murieta Community Services District
Redwood Empire Municipal Insurance Fund (REMIF)
Regional Housing Authority
Rowland Water District

Sacramento Area Flood Control Agency
San Andreas Sanitary District
San Elijo Joint Powers Authority
San Mateo Consolidated Fire Department
San Mateo Co. Mosquito & Vector Control District
Santa Barbara County Law Library
Santa Cruz Regional 9-1-1 JPA
Santa Fe Irrigation District
Sewer Authority Mid-Coastside
Shasta Valley Cemetery District
South Coast Water District
South Montebello Irrigation District
South Orange County Wastewater Authority
South Placer Fire Protection District
Southern Marin Fire Protection District
State Water Contractors
Superior Court of CA, County of Imperial
Superior Court of CA, County of Inyo
Superior Court of CA, County of Kern
Superior Court of CA, County of Marin
Superior Court of CA, County of Merced
Superior Court of CA, County of Orange
Superior Court of CA, County of San Mateo
Superior Court of CA, County of Shasta
Superior Court of CA, County of Siskiyou
Superior Court of CA, County of Sonoma
Sweetwater Springs Water District
Tahoe City Public Utility District
Three Valleys Municipal Water District
Twentynine Palms Water District
Union Sanitary District
Ventura Regional Sanitation District
Walnut Valley Water District
West Bay Sanitary District
West County Wastewater District
Western Riverside Council of Governments
Yolo-Solano Air Quality Management District
Yorba Linda Water District
Zone 7 Water Agency

115 TRUST – OPEB/PENSION CLIENT LIST

Updated May 2024

SCHOOL DISTRICTS (64)

Alisal Union School District	Folsom Cordova USD	Natomas Unified School District	Salinas City ESD
Alta Loma School District	Fontana Unified School District	Newport-Mesa Unified School District	San Bruno Park School District
Auburn Union School District	Fowler Unified School District	Ocean View School District (Ventura)	San Dieguito Union High SD
Bass Lake Joint Union ESD	Hermosa Beach City School District	Ontario-Montclair School District	San Marino Unified School District
Bellflower Unified School District	Hesperia Unified School District	Orcutt Union School District	Santa Barbara Unified School District
Beverly Hills Unified School District	Hughes-Elizabeth Lakes Union ESD	Palmdale School District	Santa Rita Union School District
Brea Olinda Unified School District	John Swett Unified School District	Palos Verdes Peninsula USD	Savanna School District
Calistoga Joint Unified School District	Jurupa Unified School District	Paramount Unified School District	South Bay Union School District
Campbell Union High School District	Lakeside Union SD (San Diego)	Placer Union High School District	South Pasadena USD
Compton Unified School District	Le Grand Union High SD	Porterville Unified School District	Taft Union High School District
Corning Union Elementary SD	Lemon Grove School District	Poway Unified School District	Trona Joint Unified School District
Coronado Unified School District	Lindsay Unified School District	Red Bluff Joint Union High SD	Upland Unified School District
Cotati-Rohnert Park USD	Madera Unified School District	Red Bluff Union ESD	Visalia Unified School District
Dry Creek Joint Elementary SD	Manteca Unified School District	River Delta Unified School District	Westside Union School District
El Dorado Union High School District	Moreno Valley Unified School District	Riverdale Joint Unified School District	Whittier City School District
El Monte Union High School District	Napa Valley Unified School District	Roseville Joint Union High SD	Wilsona School District

COMMUNITY COLLEGE DISTRICTS (20)

Allan Hancock Community College District	Monterey Peninsula Community College District	Shasta-Trinity-Tehama Joint CCD
Citrus Community College District	Palo Verde Community College District	State Center Community College District
Coast Community College District	Pasadena Area Community College District	Victor Valley Community College District
Grossmont-Cuyamaca Community College District	Rancho Santiago Community College District	West Valley-Mission Community College District
Hartnell Community College District	Rio Hondo Community College District	Yosemite Community College District
Imperial Community College District	San Bernardino Community College District	Yuba Community College District
Marin Community College District	San Luis Obispo Coounty CCD (Cuesta)	

EDUCATION DISTRICTS (4)

Butte County Office of Education	Sonoma County Office of Education
Shasta County Office of Education	Intelecom

OPEB ACTUARIAL RESULTS

Data from 2023 ACFR Measurement Date: June 30, 2022	Prefunding Discount Rate: 6.25% CERBT Strategy 1
Total OPEB Liability (TOL)	\$389,367
Fiduciary Net Position	\$480,158
Net OPEB Liability (NOL)	(\$90,791)
Funded Ratio (%)	123.3%
Service Cost for FY 2021-22	\$25,215
Annual Benefit Payments (Pay-as-you-Go) for FY 2021-22	\$14,711

**Fiduciary Net Position is \$510,847 as of June 30, 2023 - approximately 131.2% funded
(source: CalPERS CERBT "Schedule of Changes in Fiduciary Net Position by Employer" audit report)*

Rule of thumb: For every one percent increase in the discount rate, the unfunded liability is lowered by 10-12%.

NET PERFORMANCE FEE ANALYSIS

As of December 31, 2023

Over 1 Year	Over 3 Years	Over 5 Years	Over 10 Years
PARS	PARS	PARS	PARS
Capital Appreciation (25% Fixed Income/Cash) 17.32% minus weighted PARS administration fee (-) 0.25% minus weighted investment management fee (-) 0.35%	Capital Appreciation (25% Fixed Income/Cash) 4.22% minus weighted PARS administration fee (-) 0.25% minus weighted investment management fee (-) 0.35%	Capital Appreciation (25% Fixed Income/Cash) 9.71% minus weighted PARS administration fee (-) 0.25% minus weighted investment management fee (-) 0.35%	Capital Appreciation (25% Fixed Income/Cash) 7.23% minus weighted PARS administration fee (-) 0.25% minus weighted investment management fee (-) 0.35%
1-Year Net Return 16.72%	3-Year Net Return 3.62%	5-Year Net Return 9.11%	10-Year Net Return 6.63%

CALPERS CERBT	CALPERS CERBT	CALPERS CERBT	CALPERS CERBT
Strategy 1 (28% Fixed Income/Cash) 14.28% minus fees (-) 0.10%	Strategy 1 (28% Fixed Income/Cash) 2.23% minus fees (-) 0.08%	Strategy 1 (28% Fixed Income/Cash) 8.08% minus fees (-) 0.09%	Strategy 1 (28% Fixed Income/Cash) 5.91% minus fees (-) 0.10%
1-Year Net Return 14.18%	3-Year Net Return 2.15%	5-Year Net Return 7.99%	10-Year Net Return 5.81%

Subject to change due to rebalancing; Past performance does not guarantee future results.

The advisor to the PARS portfolios is U.S. Bank, and PFM Asset Management serves as sub-advisor to U.S. Bank to manage these portfolios. Prior to January 1st, 2024, HighMark Capital Management, Inc. ("HighMark") acted as sub-advisor to the PARS portfolios. HighMark, including clients and investment personnel, was consolidated into its affiliate, PFM Asset Management LLC (PFMAM) on January 1st, 2024.

Please see important additional disclosures to the PARS portfolios included in the individual strategy fact sheets at the end of this presentation.

The

PARS PENSION RATE STABILIZATION PROGRAM

for prefunding pension obligations

BACKGROUND – PENSION

- Since 2015, GASB 68 has required disclosing Net Pension Liability on financial statements as a line item on the balance sheet
- Before the concept of pension prefunding, the only way to reduce retirement system unfunded liabilities was to send additional contributions in excess of annual required employer contributions
- Pension trust prefunding assets can be transferred to the retirement system at the Agency's direction, which can help offset future rate increases (i.e., pension rate stabilization).

CalPERS Changes

CalPERS has announced changes directly affecting unfunded liability amounts and employer contributions:

Lowering of Discount Rate ¹

7.0%
▼
6.8%

CalPERS lowered the discount rate from 7.0% to 6.8%. The impact is reflected in the June 30, 2021 valuation reports.

¹ Contributions from policy changes beginning FY 23-24.

Shortened Amortization Period ²

30 years
▼
20 years

New actuarial liabilities are amortized over 20 years instead of 30, increasing required annual employer contribution amounts*

² 5-year ramp up in payments beginning FY 15-16 with full impact in FY 19/20.

PENSION FUNDING STATUS

As of June 30, 2022, City of Live Oak's CalPERS pension plan is funded as follows:

Miscellaneous	Valuation as of June 30, 2021	Valuation as of June 30, 2022	Change
Actuarial Liability	\$8.6 M	\$9.4 M	9.5% ↑
Assets	\$7.3 M	\$6.9 M	5.1% ↓
Unfunded Liability	\$1.3 M	\$2.4 M	94.2% ↑
Funded Ratio	85.3%	73.9%	13.3% ↓
Employer Contribution Amount	\$0.3 M (FY 22-23)	\$0.3 M (FY 23-24)	5.1% ↑
Employer Contribution Amount – Projected *	---	\$0.5 M (FY 29-30)	46.9% ↑

* Data through 2029-30 from Agency's latest CalPERS actuarial valuation.

WHY PREFUND PENSION OBLIGATIONS?

1. Complete Local Control over Assets

City has complete control over assets, including contributions, disbursements and the timing, amount, and risk tolerance level of investments

2. Pension Rate Stabilization

Assets can be transferred to the retirement system at the City's direction, potentially reducing/eliminating large fluctuations in employer contribution amounts

3. Rainy Day Fund

Emergency source of funds when employer revenues are strained in difficult budgetary or economic times

4. Diversification

Allows for investment flexibility and offers the potential for assets to earn greater returns than the General Fund; spread the risk vs. sending additional money to CalPERS



SIMPLE INVESTMENT APPROACH

1. Input Phase

- Target discount rate
- Risk tolerance
- Investment philosophy
- Asset allocation
- Timing on use of funds

2. Model Portfolios

Strategy	Equity	10-YR Returns*
Capital Appreciation	65-85%	7.23%
Balanced	50-70%	6.21%
Moderate	40-60%	5.55%
Moderately Conservative	20-40%	4.09%
Conservative	5-20%	3.00%
vs. LAIF	0%	1.26%**

*10-Year Active Portfolio annualized returns as of December 31, 2023 (Gross of Investment Management Fees, but Net of Embedded Fund Fees). Please see complete Investment Strategy Sheets (enclosed) for more information.

**Avg. LAIF apportionment rate (released quarterly) over the 10-Year period ending December 31, 2023

3. Dedicated Portfolio Manager/ Investment Specialist

- Makes recommendation
- Fiduciary responsibility
- Investment policy statement
- Periodic reviews
- Cell phone access

The advisor to the PARS portfolios is U.S. Bank, and PFM Asset Management serves as sub-advisor to U.S. Bank to manage these portfolios. Prior to January 1st, 2024 HighMark Capital Management, Inc. ("HighMark") acted as sub-advisor to the PARS portfolios. HighMark, including clients and investment personnel, was consolidated into its affiliate, PFM Asset Management LLC (PFMAM) on January 1st, 2024.

Please see important additional disclosures to the PARS portfolios included in the individual strategy fact sheets at the end of this presentation.

PROGRAM FEES

Trust Administration/Consulting Fees *



Plan Set-Up Fee:

None

Ongoing Fees:

0.25%	for assets \$0-10 million
0.20%	for assets \$10-15 million
0.15%	for assets \$15-50 million
0.10%	for assets over \$50 million

Discretionary Trustee/Investment Management Fees **



As subadvisor to U.S. Bank

Plan Set-Up Fee:

None

Ongoing Fees Paid to U.S. Bank:

0.35%	for assets under \$5 million
0.25%	for assets \$5-10 million
0.20%	for assets \$10-15 million
0.15%	for assets \$15-50 million
0.10%	for assets over \$50 million

* PARS does not receive any compensation from the investments or any commissions, back-end loads, or any other forms of compensation.

** Subject to change due to rebalancing. Additional information on PFMAM and a description of its fees are described in its ADV which is also available on the SEC's website at www.adviserinfo.sec.gov. Fees charged by U.S. Bank National Association ("U.S. Bank"), as Discretionary Trustee/Investment Management fees are based on individual agency assets. U.S. Bank has retained its affiliate, PFM Asset Management LLC ("PFMAM"), an SEC Registered Investment Advisor, as its sub-advisor to provide investment management services. U.S. Bank compensates PFMAM for these services from its own fees, as detailed above. Additional information about PFMAM is described in its ADV, available at <https://adviserinfo.sec.gov>

WHY TAKE THIS STEP?

1. Smooths out pension rate volatility
2. Offers hedge against Inflation
3. Provides a fiscal tool in your financial toolbox
4. Prepares today for tomorrow's pension realities

Questions?

Disclaimer

Investment advisory services are provided by PFM Asset Management LLC (“PFMAM”), an investment adviser registered with the U.S. Securities and Exchange Commission and a subsidiary of U.S. Bancorp Asset Management, Inc. (“USBAM”). USBAM is a subsidiary of U.S. Bank National Association (“U.S. Bank”). U.S. Bank is a separate entity and subsidiary of U.S. Bancorp. U.S. Bank is not responsible for and does not guarantee the products, services or performance of PFMAM. The information contained is not an offer to purchase or sell any securities. Additional applicable regulatory information is available upon request.

Public Agency Retirement Services (“PARS”) serves as the trust administrator to the Public Agencies Post-Employment Benefits Trust, Public Agencies Post-Retirement Health Care Plan Trust, and the Public Agency Retirement System Trust (the “Trusts”). U.S. Bank National Association (“U.S. Bank”) serves as the discretionary trustee to the Trusts. In its capacity as discretionary trustee, U.S. Bank delegates the investment management of the Trusts to PFM Asset Management LLC (“PFMAM”) through a sub-advisory agreement. PFMAM is an investment adviser registered with the U.S. Securities and Exchange Commission (“SEC”) and an indirect subsidiary of U.S. Bank.

For more information regarding PFMAM’s services please visit www.pfmam.com.

NOT FDIC INSURED : NO BANK GUARANTEE : MAY LOSE VALUE





MEMORANDUM
COUNTY EXECUTIVE OFFICE
County of Placer

TO: Honorable Board of Supervisors **DATE:** August 29, 2023
FROM: Placer County Finance Committee
BY: Daniel Chatigny, Deputy County Executive Officer
SUBJECT: Transfer of Other Post Employment Benefits Assets

ACTION REQUESTED

1. Approve a transfer of \$100,000,000 of Other Post-Employment Benefit (OPEB) assets from the California Employers' Retiree Benefit Trust (CERBT) to the Public Agency Retirement Services (PARS) as allowed by the Placer County Pension and Other Post-Employment Benefit (OPEB) Funding Policy.
2. Authorize the County Executive Officer, or designee, to execute all documents necessary to direct Pension and OPEB funds between any authorized Section 115 trusts, and further authorize the County Auditor-Controller and County Treasurer-Tax Collector to take the necessary actions to facilitate the accounting and transfer of funds.

BACKGROUND

On December 11, 2007 the Board of Supervisors executed an agreement with the Board of Administration of the California Public Employee's Retirement System (CalPERS) to participate in CalPERS' "California Employer's Retiree Benefit Trust Program (CERBT)." Consistent with Section 115 of Internal Revenue Code and Governmental Accounting Standards Board (GASB) Statements No. 45 and 75, Placer County established its Employer Prefunding Account. With the initial deposit of funds in the CERBT, along with additional annual County contributions and related investment earnings, the County reached a total amount of \$530,442,508 as of March 31, 2021. On June 28, 2022 the Board of Supervisors approved a revision to the Placer County Pension and Other Post-Employment Benefit (OPEB) Funding Policy to allow for the flexibility to invest OPEB assets into any IRS Section 115 and GASB 75 compliant trust.

In July of 2022 the County executed an amendment to an agreement with PARS to establish an account for OPEB assets along with the already established Pension Trust Fund. The County followed up with a transfer of \$225 million of assets from CERBT to PARS. After the initial transfer of \$225 million, the PARS Plan balance was \$233.4 million as of March 31, 2023.

DISCUSSION

Members of the County Finance Committee including the County Executive Officer, the Treasurer-Tax Collector, and the Auditor-Controller received a presentation on our post-employment investments from PARS on May 11, 2023.

The report showed that the investments with PARS outperformed the investments in CERBT, net of all costs, by nearly 2.5% over the last three years. In addition to the investment performance, the customer service provided by PARS to the County has been outstanding. The Finance Committee unanimously recommends moving another \$100 million of assets from the CERBT to the PARS OPEB Plan to continue to provide the County with the most effective strategy to provide long-term post-employment benefits to County employees.

FISCAL IMPACT

A transfer of assets between OPEB trust plans does not have an immediate fiscal impact on the County's budget or fund balances. However, the transfer of assets, if approved, will provide long-term fiscal benefits for the County as it continues to make strategic investments to address long-term liabilities.

ATTACHMENTS

None.



City of Live Oak Report to City Council

Meeting Date:	August 21, 2024
Title:	Discussion and Possible Direction - Use of City Website Postings by the City Manager to Communicate City Council Policy Information
Contact Information:	Mark Scott, Interim City Manager
Background:	The City Council asked staff to consider providing the community with website content that would address City issues that are not adequately communicated through social media or other communication networks. For example, there was concern that the community was not always receiving information accurately as it relates to the recent City budget adoption. As Interim City Manager, I do not feel it is wise to engage point/counterpoint with people on social media platforms, but I do agree that a City has an obligation to provide its citizenry with a fair, candid explanation of its policy directions and the analysis that leads to those directions. However, due to legal restrictions on the use of social media and mailed information material, there are limitations on City Council members in their collective ability to communicate to the public. These limitations are exacerbated during election periods. It is fully legal, however, for the City Manager or staff to post information on the City website that is directed by the City Council as a body. For that reason, I have prepared some sample Q&A type responses to recently received questions about the City's financial situation. Staff seeks City Council discussion and possible direction as it relates to using this approach to communicating with the public.
Fiscal Impacts:	Communicating on the website has minimal cost except for staff time.
Recommendation:	Discuss the use of City website postings to communicate City policy positions and provide any relevant direction to staff.



City of Live Oak Report to City Council

Meeting Date: August 21, 2024

Title: Discussion - Status of City-owned Properties

Contact Information: Mark Scott, Interim City Manager

Background: At the last City Council meeting, the Council asked staff for information concerning the status and use of the 57 City-owned properties.

Analysis:

Staff located a binder that provides an inventory of all 57 of the properties owned by the City. The binder was prepared in 2018 and provides location and assessor parcel maps for each parcel. In some cases, it provides deed information. The binder does not include information on how the property was acquired, nor does it identify any deed restrictions or covenants. Staff will bring a copy of the binder to the meeting, as it is too cumbersome to copy.

For the most part, the properties fall into two categories:

- * Properties that have clear City purpose (parks, government buildings, trails, stormwater retention, water wells, other City facilities, public parking)
- * Slivers of property acquired for roadway right-of-way purposes

There are a few parcels that have no current identifiable use. These parcels were obtained from Caltrans when they abandoned a once-proposed bypass that would have looped Highway 99 to the west of the existing Highway 99 route. When the bypass was abandoned, these properties were offered to the City, which did acquire them. These properties include the two large parcels on West Pennington, six contiguous properties east of Richard, and a single parcel at the extreme southern edge of the City on Larkin.

The City has no immediate plans for these properties, although there has been discussion of using the large parcel north of Pennington to someday relocate City facilities, such as the City Hall. In turn, that could free up a commercially viable property on Live Oak Boulevard. At present, the lot on Pennington is leased to the Sutter-Buttes Nursery, which is seeking a lease extension.

While the City has some parcels that have potential sale value, there is no reason to surplus any of the properties at this time. Any property that is surplussed in California is required to go through a State Surplus Property Act process before being sold. Staff does not recommend any such action.

Fiscal Impacts:

There is no cost involved in presenting this information report.

Recommendation:

Staff is providing this report to address a City Council inquiry. No action is recommended.



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

Meeting Date: August 21, 2024

Title: Live Oak Festival Update



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

Meeting Date: August 21, 2024

Title: Election Update



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

Meeting Date: August 21, 2024

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