



Fiscal Year 2017-18

City Manager Adopted Fiscal Budget

Elected Officials

Mayor

Vice-Mayor

Councilmember

Councilmember

Councilmember

Jason Banks

Aleks Tica

Steve Alvarado

Diane Hodges

Lakhvir S. Ghag

Submitted by

City Manager

Finance Director (Consultant)

Jim Goodwin

Joe Aguilar



Budget Document

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City of Live Oak
Fund Balance Summary By Fund
Fiscal Year 2017-18



Fund #	Fund Name	Projected Fund Balance 6/30/17	Proposed Revenues FY2017-18	Resources Available FY2016-17	Proposed Expenditures FY2017-18	Estimated Fund Balance 6/30/18
10	General Fund	\$ 4,551,945	\$ 2,786,200	\$ 7,338,145	\$ 3,112,582	\$ 4,225,563
12	*Water Enterprise	326,467	846,200	1,172,667	1,046,059	126,608
13	*Sewer Enterprise	3,647,392	2,294,000	5,941,392	2,887,804	3,053,588
14	Streets - Gas Tax	121,031	256,868	377,899	179,510	198,389
15	TDA Transportation Tax	583,904	410,200	994,104	835,595	158,509
05	Capital Project Fund	0	9,783,985	9,783,985	9,783,985	0
16	Traffic Safety	6,053	4,030	10,083	10,000	83
17	COPS	257,158	102,500	359,658	38,700	320,958
18	Sidewalk Improvement	17,309	100	17,409	17,300	109
20	Street Lighting	115,430	59,800	175,230	53,200	122,030
21	CFD 92-1 Mello Roos	136,207	129,100	265,307	263,100	2,207
22	Fire Assessment	24,237	118,200	142,437	139,600	2,837
23	Fire CFD 2004-1	15,062	100,100	115,162	115,100	62
24	Police CFD 2004-1	73,251	271,100	344,351	308,100	36,251
25	Animal Control CFD 2004-1	37	15,700	15,737	20,100	(4,363)
26	Street Lighting CFD 2004-1	21,841	16,500	38,341	34,400	3,941
27	Rec/Pool CFD 2004-1	45,670	124,000	169,670	128,900	40,770
28	Drainage CFD 2004-1	134,381	17,200	151,581	146,500	5,081
30	Parks AB1600	38,167	16,395	54,562	48,000	6,562
31	Community Ctr AB1600	200,663	3,160	203,823	200,500	3,323
32	Gov't Serv PW AB1600	9,948	8,226	18,174	16,900	1,274
33	Gen Gov't AB1600	328,454	16,823	345,277	344,200	1,077
34	Police AB1600	148,464	9,046	157,510	157,000	510
35	Fire AB1600	96,159	22,539	118,698	115,200	3,498
36	Roads/Signals AB1600	558,037	10,100	568,137	562,419	5,718
39	Flood Control AB1600	106,072	900	106,972	105,000	1,972
40	State Grant Fund	6,200	2,200,000	2,206,200	2,200,000	6,200
50	Water Connection Fees	222,205	21,100	243,305	235,000	8,305
51	Sewer Connection Fees	405,888	12,600	418,488	417,000	1,488
52	Drainage Connection Fees	377,200	10,400	387,600	383,000	4,600
67	13-CDBG-8933	3,241	1,813,822	1,817,063	1,813,822	3,241
85	13-HOME Maple Park Admin	50	2,000	2,050	2,000	50
90	CDBG HR Program Income	220,122	56,300	276,422	160,000	116,422
92	HOME Program Income	309,020	30,500	339,520	280,500	59,020
95	CDBG GA Program Income	0	3,700	3,700	3,700	0
		\$ 13,107,265	\$ 21,573,394	\$ 34,680,659	\$ 26,164,776	\$ 8,515,883

* Fund Balance amounts shown for Water and Sewer Enterprise Funds represent cash held by that fund.



**City of Live Oak
General Fund 10
Budget Fiscal Year 2017-18**

Dept No.	Department Totals	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals Thru FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
1050	Police Services	929,221	872,055	207,339	836,995	888,831
1045	Fire Services	388,764	438,991	265,853	436,809	481,400
1055	Animal Control Services	66,045	71,900	23,804	80,816	89,200
1015	Community Development	207,947	230,179	145,437	227,906	248,132
1020	Building Inspection	151,515	195,968	130,554	190,697	196,165
1025	Engineering	82,398	56,000	25,875	43,600	47,900
1005	Administrative Services	252,424	225,690	159,755	196,779	247,473
1010	Finance Services	171,064	165,232	116,363	176,348	183,476
1065	Economic Development	31,636	25,000	15,000	15,000	25,000
1030	Parks Operations	114,594	134,102	46,372	126,225	173,130
1035	Recreation Services	157,600	157,774	146,902	157,360	179,168
1040	Pool Operations	52,401	80,322	37,615	101,756	117,855
1032	Facility Maintenance	12,244	39,100	183,786	38,762	43,100
1000	City Council	102,311	136,877	96,485	127,382	131,052
1060	City Attorney	50,860	51,500	40,219	60,600	60,700
	Subtotals	2,771,024	2,880,690	1,641,359	2,817,035	3,112,582
Total General Fund Revenues		2,825,838	2,774,900	1,875,275	2,794,681	2,786,200
Revenues Over Expenditures		54,815	(105,790)		(22,354)	(326,382)

City of Live Oak
 General Fund 10
 Revenue Estimates



Description	Actual Revenues FY 2014-15	Actual Revenues FY 2015-16	City Council Adopted FY 2016-17	Actuals Thru April FY 2016-17	Projected Thru Jun FY 2016-17	Estimated Revenues FY 2017-18
GENERAL FUND REVENUES						
4101 Secured Property Taxes	510,940	537,180	597,500	357,488	592,000	621,600
4103 Unsecured Property Taxes	38,313	36,046	41,400	34,044	37,500	38,300
4107 Homeowners Exemption	6,908	10,623	10,300	3,523	10,600	10,600
4111 Property Tax In Lieu Veh Fees	767,742	769,369	800,300	394,352	765,000	795,600
4113 General Sales and Use Tax	233,713	268,859	285,000	190,693	300,000	312,000
4115 Prop 172 Sales Tax	29,373	28,622	29,000	20,800	30,000	31,200
4117 Prop Tax In Lieu Sales Tax	65,234	40,580	41,000	35,853	55,000	58,000
4137 Excise Tax	27,131	72,385	30,000	6,585	10,000	12,000
Total Taxes	<u>1,679,354</u>	<u>1,763,664</u>	<u>1,834,500</u>	<u>1,043,338</u>	<u>1,800,100</u>	<u>1,879,300</u>
4131 Business License	44,274	45,043	46,000	36,800	42,000	43,000
4132 State Required Fees	310	210	600	179	200	300
4134 Plan Check, Eng & Planning	21,592	33,636	35,000	8,025	9,000	12,000
4135 Building Permit Fees	60,293	114,099	90,000	46,889	54,000	60,000
4136 Plan Review Fees Building	31,070	65,901	30,000	7,704	8,400	10,000
4141 Plan Retention Fees	2,885	4,424	4,500	2,127	3,200	3,500
4143 Variance Use Permit Fees	9,419	16,143	12,000	6,812	7,500	8,000
4145 Code Enforcement Fees	4,026	3,045	3,000	25,981	26,500	12,000
Total Licenses, Fees, Permits	<u>173,869</u>	<u>282,501</u>	<u>221,100</u>	<u>134,517</u>	<u>150,800</u>	<u>148,800</u>
4147 PG&E Franchise Fee	50,755	53,064	55,000	54,710	54,710	57,000
4149 Cable TV Franchise Fee	46,636	47,969	49,000	25,325	49,000	51,000
4151 Recology Franchise	57,680	65,322	73,600	42,185	73,000	78,000
Total Franchise Fees	<u>155,071</u>	<u>166,355</u>	<u>177,600</u>	<u>122,220</u>	<u>176,710</u>	<u>186,000</u>
4119 Property Transfer Tax	8,290	11,536	11,000	9,766	13,000	14,000
4123 VLF Motor Vehicle In Lieu	3,603	3,828	3,600	4,005	4,005	4,000
4125 State Mandated Cost Reimb	84,703	30,781	15,000	0	1,000	1,000
4127 Vehicle Code Fines	783	3,454	3,000	1,857	3,500	3,500
4129 Fish and Game	427	270	0	211	300	300
Total Intergovernmental	<u>97,806</u>	<u>49,869</u>	<u>32,600</u>	<u>15,839</u>	<u>21,805</u>	<u>22,800</u>

**City of Live Oak
General Fund 10
Revenue Estimates**



Description	Actual Revenues FY 2014-15	Actual Revenues FY 2015-16	City Council Adopted FY 2016-17	Actuals Thru April FY 2016-17	Projected Thru Jun FY 2016-17	Estimated Revenues FY 2017-18
GENERAL FUND REVENUES cont.						
4155 Copies	38	141	0	5	5	100
4157 Caltrans Reimbursement	1,590	1,467	2,500	1,100	1,500	1,600
4159 Fire Department Rent	1,200	1,200	1,200	1,200	1,200	1,200
4163 Major Repair Reimb Fire Dept		0	0	0	0	500
4165 Administrative Fee	30,753	36,888	31,000	18,500	24,000	28,000
4201 Swimming Pool Fees	9,258	9,752	10,000	5,256	10,500	11,000
4203 Recreation Special Events	1,235	874	1,000	335	900	1,000
4205 Swim Lessons/Fees	3,924	4,214	4,000	639	4,000	4,000
4207 Youth Basketball	3,102	3,489	3,500	3,760	3,760	3,900
4214 Youth Soccer	6,943	8,101	8,500	10,321	10,321	10,500
4216 Wrestling Program	2,165	2,903	2,900	4,840	4,840	5,000
4213 Tennis Lessons	400	640	0	0	0	0
4219 Scholarship Program	11,950	8,925	11,000	8,437	9,000	9,500
4209 Mens Basketball	6,040	6,050	6,500	4,000	6,500	6,500
4211 Adult Aerobic Classes	6,879	6,267	7,000	5,522	7,000	7,000
4212 Adult Soccer	0	10,383	10,500	5,165	10,500	12,000
Total Charges for Services	<u>85,477</u>	<u>101,294</u>	<u>99,600</u>	<u>69,080</u>	<u>94,026</u>	<u>101,800</u>
4169 Interest Earnings	7,968	26,939	8,000	7,828	33,740	37,000
Total Use of Money	<u>7,968</u>	<u>26,939</u>	<u>8,000</u>	<u>7,828</u>	<u>33,740</u>	<u>37,000</u>
4161 Rents & Royalties	41,674	37,774	38,000	27,955	34,000	35,000
4167 Miscellaneous Income	44,760	198,212	100,000	253,491	255,000	140,000
4171 Sale of Fixed Assets	160	0	500	0	500	500
4173 Cash Over/Short	41	15	0	0	0	0
Total Other Revenues	<u>86,635</u>	<u>236,001</u>	<u>138,500</u>	<u>281,446</u>	<u>289,500</u>	<u>175,500</u>
4303 Legal Cost Transfer	66,252	49,695	46,500	51,568	60,000	62,000
4305 Finance Cost Transfer	44,200	45,005	95,000	80,929	88,000	90,000
4309 General Govt Cost Transfer	112,960	87,245	82,500	51,253	60,000	62,000
4311 Engineering Cost Transfer	18,529	17,270	39,000	17,257	20,000	21,000
Total Revenue Transfers	<u>241,941</u>	<u>199,215</u>	<u>263,000</u>	<u>201,007</u>	<u>228,000</u>	<u>235,000</u>
TOTAL GENERAL FUND	<u>2,528,121</u>	<u>2,825,838</u>	<u>2,774,900</u>	<u>1,875,275</u>	<u>2,794,681</u>	<u>2,786,200</u>

City of Live Oak
 General Fund 10
 Departmental Expenditures 1050 - Police



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
5313	Repair & Maint Buildings <i>\$1,500 Facilities, keys, shelves, etc</i>	\$ 2,048	\$ 1,500	\$ 996	\$ 1,300	\$ 1,500
5323	Communications	4,649	5,000	3,781	4,900	5,000
5333	Dues & Subscriptions <i>\$4,600 phones</i>					
5337	Licenses & Permits	921	500	483	483	600
5339	Utilities	6,276	3,400	4,694	3,000	3,100
5341	Professional Services <i>Patrol Serv 80% share Lt. Casner 100% \$6,000 K9 Expenses</i>	1,188,948	1,128,955	482,238	1,097,312	1,145,431
5345	Property & Equip Insurance	1,921	1,500	1,900	1,900	2,000
5347	Vehicle Insurance	300	1,200	0	0	1,200
5353	Special Dept Expense	0	3,000	0	0	500
	Total Services and Supplies	1,205,064	1,145,055	494,092	1,108,895	1,159,331
5903	Legal Cost Transfer	5,696	4,000	3,544	6,100	6,500
5905	Finance Cost Transfer	5,191	11,000	6,042	11,000	11,000
5909	General Govt Transfer	10,270	9,000	4,661	8,000	9,000
5913	Public Safety Contra Expense	(297,000)	(297,000)	(301,000)	(297,000)	(297,000)
	Total Interfund Transfers	(275,843)	(273,000)	(286,753)	(271,900)	(270,500)
	Department Grand Total	\$ 929,221	\$ 872,055	\$ 207,339	\$ 836,995	\$ 888,831

5913: Includes \$297,000 from CFD 2004-1

City of Live Oak
 General Fund 10
 Departmental Expenditures 1045 - Fire



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
5313	Repair & Maint Buildings	\$ 4,883	\$ 1,500	\$ 54	\$ 100	\$ 1,000
5337	Licenses & Permits	986	800	918	918	1,000
5339	Utilities	-	3,400	0	2,700	3,100
5341	Professional Services	608,136	656,891	492,660	656,891	699,800
	<i>Annual contract \$656,891</i>					
5345	Property & Equip Insurance	1,858	2,000	1,900	1,900	2,000
	Total Services and Supplies	<u>615,863</u>	<u>664,591</u>	<u>495,532</u>	<u>662,509</u>	<u>706,900</u>
5903	Legal Cost Transfer	2,127	1,800	1,322	2,400	2,500
5905	Finance Cost Transfer	1,939	4,200	2,257	4,000	4,000
5909	General Govt Transfer	3,835	3,400	1,742	2,900	3,000
5913	Public Safety Contra Expense	<u>(235,000)</u>	<u>(235,000)</u>	<u>(235,000)</u>	<u>(235,000)</u>	<u>(235,000)</u>
	Total Interfund Transfers	<u>(227,099)</u>	<u>(225,600)</u>	<u>(229,679)</u>	<u>(225,700)</u>	<u>(225,500)</u>
	Departmental Grand Total	<u>\$ 388,764</u>	<u>\$ 438,991</u>	<u>\$ 265,853</u>	<u>\$ 436,809</u>	<u>\$ 481,400</u>

5913: Includes \$125,000 from Fund 22 Fire Assessments and \$110,000 Fund 23 CFD 2004-1

City of Live Oak
General Fund 10
Departmental Expenditures 1055 - Animal Services



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals Thru Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
5003	Salaries Permanent					
	Total Salaries & Benefits	0	0	0	0	0
5341	Professional Services	\$ 94,068	\$ 97,000	\$ 52,303	\$ 97,000	\$ 105,000
5353	Special Dept Expense	-	1,000	0	1,000	2,000
	Total Services/Supplies	94,068	98,000	52,303	98,000	107,000
5501	Principal	52,461	30,000	30,000	30,000	30,000
5503	Interest Expense	1,056	23,000	23,516	23,516	22,400
	Total Debt & Contingency	53,518	53,000	53,516	53,516	52,400
5903	Legal Cost Transfer	393	1,100	245	800	900
5905	Finance Cost Transfer	358	800	417	800	900
5909	General Govt Transfer	709	2,000	323	700	1,000
5913	Public Safety Contra Expense	(83,000)	(83,000)	(83,000)	(73,000)	(73,000)
	Total Interfund Transfers	(81,540)	(79,100)	(82,015)	(70,700)	(70,200)
	Departmental Grand Total	\$ 66,045	\$ 71,900	\$ 23,804	\$ 80,816	\$ 89,200

5913: Includes \$53,000 from Fund 21 CFD 92-1 for animal control facility debt

5913: Includes \$20,000 from CFD 2004-1 for annual services

City of Live Oak
General Fund 10
Departmental Expenditures 1015-Community Development



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
5003	Salaries Permanent	\$ 71,966	\$ 96,844	\$ 57,263	\$ 96,000	\$ 111,194
5007	Overtime	30	0	0	0	0
5011	Car Allowance	1,232	990	882	990	990
5013	Social Security	5,420	5,704	4,224	5,600	6,574
5015	Medicare	1,353	1,405	1,072	1,350	1,627
5017	Unemployment Insurance	608	521	521	521	608
5019	Workers Compensation	5,636	6,134	(96)	6,100	5,078
5021	Retirement PERS City	10,016	9,880	8,530	9,800	11,036
5023	Retirement PERS Employee	7,152	6,734	5,239	6,700	7,129
5025	Health Insurance	15,970	13,561	8,688	13,500	15,561
5027	Dental Insurance	985	1,092	816	1,100	969
5029	Vision Insurance	186	212	152	212	231
5031	Life Insurance	203	202	150	202	235
	Total Salaries & Benefits	120,756	143,279	87,440	142,075	161,232
5303	Operating Supplies	9	500	0	200	200
5317	Maint & Service Contracts	3,585	1,500	918	1,400	1,500
5323	Communications	677	800	597	800	800
5325	Advertising	-	500	1,485	1,800	2,000
5333	Dues & Subscriptions	-	800	0	300	300
5337	Licenses and Permits	33	0	0	0	0
5341	Professional Services	73,121	70,000	46,711	70,000	70,000
5343	Liability Insurance	4,559	5,000	4,755	4,755	4,900
5349	Fidelity Insurance	77	100	76	76	100
5353	Special Dept Expense	-	500	0	0	300
	Total Services and Supplies	82,061	79,700	54,541	79,331	80,100
5903	Legal Cost Transfer	1,381	1,800	859	1,800	1,900
5905	Finance Cost Transfer	1,259	2,800	1,465	2,700	2,800
5909	General Government Transfer	2,490	2,600	1,131	2,000	2,100
5913	Planning Cost Transfer					
	Total Interfund Transfers	5,130	7,200	3,455	6,500	6,800
	Departmental Grand Total	\$ 207,947	\$ 230,179	\$ 145,437	\$ 227,906	\$ 248,132

**City of Live Oak
General Fund 10
Departmental Expenditures 1020 - Building Inspection**



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
5003	Salaries Permanent	\$ 73,839	\$ 105,116	\$ 71,618	\$ 105,000	\$ 106,570
5005	Salaries Extra Help	24	-	0	0	0
5013	Social Security	6,080	6,517	4,779	6,500	6,607
5015	Medicare	1,422	1,524	1,118	1,500	1,545
5017	Unemployment Insurance	521	543	521	521	543
5019	Workers Compensation	7,952	8,286	368	8,200	7,320
5021	Retirement PERS City	10,997	11,518	9,189	11,500	11,678
5023	Retirement PERS Employee	8,029	8,409	6,318	8,400	8,526
5025	Health Insurance	18,981	19,408	12,831	19,400	19,564
5027	Dental Insurance	920	937	690	900	842
5029	Vision Insurance	194	200	146	200	200
5031	Life Insurance	200	210	150	210	210
	Total Salaries & Benefits	129,159	162,668	107,727	162,331	163,605
5303	Operating Supplies	75	800	58	300	300
5307	Fuel	708	800	471	700	700
5315	Repair & Maintenance Vehicles	829	1,000	807	1,300	1,400
5317	Maint & Service Contracts	3,104	4,200	4,083	5,100	5,100
	\$3400 software annual lic					
5319	Small Tools and Equipment	23	0	0	0	0
5323	Communications	1,507	2,800	1,408	1,600	1,600
5331	Travel, Lodging & Meals	2,968	3,500	3,038	3,100	3,200
5333	Dues & Subscriptions	1,143	1,500	1,295	1,400	1,500
5335	Professional Development	1,245	2,400	1,238	1,500	2,400
5341	Professional Services	1,344	1,000	2,226	2,226	1,800
5342	Code Enforcement Expense	-	4,000	0	1,000	4,000
	\$4,000 one property incident					
5343	Liability Insurance	4,948	5,000	5,183	5,183	5,200
5347	Property & Other Insurance	-	0	0		
5349	Fidelity Insurance	62	0	57	57	60
5353	Special Departmental Expense	-	500	0	0	300
	Total Services and Supplies	17,954	27,500	19,863	23,466	27,560
5703	Vehicles & Heavy Equipment	0	0	0	0	0
5705	Capital Projects	0	0	0	0	0
	Total Capital Outlay	0	0	0	0	0
5903	Legal Cost Transfer	1,185	1,300	737	1,300	1,300
5905	Finance Cost Transfer	1,080	2,100	1,257	2,100	2,100
5909	General Government Transfer	2,137	2,400	971	1,500	1,600
	Total Interfund Transfers	4,402	5,800	2,965	4,900	5,000
	Departmental Grand Total	\$ 151,515	\$ 195,968	\$ 130,554	\$ 190,697	\$ 196,165

City of Live Oak
General Fund 10
Departmental Expenditures 1025 - Engineering



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
5323	Communications	\$ 310	\$ 500	\$ 355	\$ 500	\$ 500
	Professional Services Fee Related		3,000			
5340	Professional Svc-Fee	19,847		5,138	9,000	10,000
5341	Professional Services	60,972	50,000	19,527	32,000	35,000
5353	Special Dept Expense	0	500	0	300	300
	Total Services and Supplies	81,129	54,000	25,020	41,800	45,800
5901	Interfund Transfer					
5903	Legal Cost Transfer	341	500	213	500	600
5905	Finance Cost Transfer	312	700	362	700	800
5909	General Government Transfer	616	800	280	600	700
	Total Interfund Transfers	1,269	2,000	855	1,800	2,100
	Departmental Grand Total	\$ 82,398	\$ 56,000	\$ 25,875	\$ 43,600	\$ 47,900

City of Live Oak
 General Fund 10
 Departmental Expenditures 1005 - Administration



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
5003	Salaries Permanent	\$ 99,411	\$ 83,036	\$ 63,339	\$ 83,000	\$ 116,781
5005	Part-Time Wages	4,106	2,396	2,135	2,135	7,500
5007	Overtime	76	100	-	0	0
5011	Car Allowance	2,434	2,550	1,743	2,550	2,550
5013	Social Security	4,864	5,510	3,541	5,500	6,209
5015	Medicare	1,308	1,238	996	1,200	1,690
5017	Unemployment Insurance	865	434	537	537	608
5019	Workers Compensation	4,622	3,852	265	3,850	4,953
5021	Retirement PERS City	8,692	7,462	7,263	7,450	9,600
5023	Retirement PERS Employee	5,945	1,386	3,428	1,400	4,689
5025	Health Insurance	26,035	9,382	12,168	9,400	14,041
5027	Dental Insurance	1,029	1,310	879	1,300	1,446
5029	Vision Insurance	208	263	188	263	311
5031	Life Insurance	143	151	113	151	235
	Total Salaries & Benefits	159,739	119,070	96,594	118,736	170,613
5301	Office Supplies	3,172	0	2,839	3,000	3,000
5303	Operating Supplies	425	4,000	879	1,100	1,100
5309	Safety Items	200	500	114	200	200
5311	Repair & Maintenance	2,809	4,000	0	500	1,000
5313	Repair & Maint Buildings	1,959	3,000	0	500	1,000
5317	Maint & Service Contracts	0	0	149	200	300
5319	Small Tools and Equipment	943	1,000	129	200	500
5321	Rents & Leases	8,135	8,500	6,017	8,500	8,500
5323	Communications	6,301	6,000	2,149	3,000	3,500
5325	Advertising	3,491	3,000	5,340	6,000	5,500
5327	Postage	2,769	3,200	2,163	4,000	4,000
5329	Printing & Copying	616	700	249	400	400
5331	Travel, Lodging & Meals	151	2,000	1,670	2,000	6,000
5333	Dues & Subscriptions	6,493	9,000	8,593	9,000	9,000
5335	Professional Development	233	1,500	1,137	1,400	6,500
5337	Licenses & Permits	830	900	255	800	900
5339	Utilities	15,417	15,700	1,508	1,508	0
5341	Professional Services	17,281	13,400	3,720	7,000	13,000
5343	Liability Insurance	5,005	5,200	5,204	5,204	5,400
5345	Property & Equip Insurance	(3,443)	4,000	1,554	1,554	1,600
5349	Fidelity Insurance	56	0	57	57	60
	Total Services/Supplies	72,845	85,600	43,724	56,123	71,460
5501	Principal	15,000	16,000	16,000	16,000	0
5503	Interest	1,528	520	520	520	0
	Total Debt & Contingency	16,528	16,520	16,520	16,520	0
5705	Capital Projects	0	0	0	0	0
	Total Capital Outlay	0	0	0	0	0
5903	Legal Cost Transfer	1,733	1,400	1,078	2,100	2,100
5905	Finance Cost Transfer	1,580	3,100	1,839	3,300	3,300
	Total Interfund Transfers	3,313	4,500	2,917	5,400	5,400
	Departmental Grand Total	\$ 252,424	\$ 225,690	\$ 159,755	\$ 196,779	\$ 247,473

**Beginning FY 2016-17 City Hall Utilities are being charged to Facility Maint. Dept. #1032

City of Live Oak
General Fund 10
Departmental Expenditures 1010 - Finance



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
5003	Salaries Permanent	\$ 8,394	\$ 20,016	\$ 7,052	\$ 20,000	\$ 19,977
5005	Salaries Extra Help	10,129	0	6,976	0	0
5007	Overtime	11	200	0	0	0
5011	Car Allowance	115	120	82	120	120
5013	Social Security	1,178	1,248	877	1,250	1,246
5015	Medicare	276	350	205	350	291
5017	Unemployment Insurance	175	174	179	179	174
5019	Workers Compensation	1,008	856	(501)	850	854
5020	Retirement PERS Unfunded Liability	38,716	38,715	24,497	41,300	46,700
	<i>\$133,200 annually, 35% to Gen Fund</i>					
5021	Retirement PERS City	1,993	2,085	1,709	2,100	2,189
5023	Retirement PERS Employee	610	1,522	490	1,500	674
5025	Health Insurance	2,831	2,354	5,091	7,100	7,905
5027	Dental Insurance	159	146	290	400	394
5029	Vision Insurance	55	29	48	80	85
5031	Life Insurance	66	17	36	70	67
	Total Salaries & Benefits	65,715	67,832	47,031	75,299	80,676
5301	Office Supplies	920	700	240	500	500
5317	Maintenance & Service Contracts	2,361	5,700	7,388	8,900	9,000
	<i>\$1800 Core Financials</i>					
	<i>\$1600 Payroll software</i>					
	<i>\$1500 Bus Lic software</i>					
	<i>\$2800 misc contracts</i>					
5319	Small Tools and Equipment	0	500	1,521	1,600	1,500
5323	Communications	691	1,000	597	700	700
5325	Advertising	77	0	0	0	0
5329	Printing & Copying	391	500	786	1,000	1,000
5331	Travel, Lodging & Meals	1,079	1,000	71	200	300
5333	Dues & Subscriptions	660	900	435	700	700
5335	Professional Development	748	1,200	0	200	500
5341	Professional Services	89,667	77,000	53,840	80,000	81,000
	<i>\$55,600 Accounting Services 30%</i>					
	<i>\$9,000 Audit Expenses 20%</i>					
	<i>\$5,000 HdL Property Tax</i>					
	<i>\$1,000 HdL Sales Tax audit results</i>					
	<i>\$2,400 HdL Sales Tax</i>					
	<i>\$3,000 Misc</i>					
5343	Liability Insurance	963	1,600	1,001	1,001	1,100
5349	Fidelity Insurance	43	100	48	48	100
5353	Special Departmental Expense	5,660	4,100	2,332	3,800	3,800
	<i>\$1300 CalPers Actuarial Charges</i>					
	<i>\$2800 bank service charges</i>					
	Total Services and Supplies	103,259	94,300	68,259	98,649	100,200
5903	Legal Cost Transfer	745	1,100	464	1,000	1,100
5909	General Government Transfer	1,345	2,000	610	1,400	1,500
	Total Interfund Transfers	2,090	3,100	1,074	2,400	2,600
	Departmental Grand Total	\$ 171,064	\$ 165,232	\$ 116,363	\$ 176,348	\$ 183,476

City of Live Oak
 General Fund #10
 Departmental Expenditures 1065 - Economic Development



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
5313	Repair & Maint Buildings	\$ 20,304	0	0	0	0
5323	Communications	255	0	0	0	0
5337	Licenses & Permits	783	0	0	0	0
5341	Professional Services	5,000	25,000	15,000	15,000	25,000
	\$20K Mural Projects					
5345	Property & Equip Insurance	5,295	0	0	0	0
5353	Special Dept Expense	0	0	0	0	0
	Total Services and Supplies	31,636	25,000	15,000	15,000	25,000
	Departmental Grand Total	\$ 31,636	\$ 25,000	\$ 15,000	\$ 15,000	\$ 25,000

City of Live Oak
General Fund 10
Departmental Expenditures 1030 - Parks



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
5003	Salaries Permanent	\$ 59,400	\$ 58,507	\$ 36,342	\$ 58,500	\$ 88,330
5005	Salaries Extra Help	19,051	28,358	13,058	28,000	15,750
5007	Overtime	2,000	1,800	1,218	1,500	1,500
5011	Car Allowance	575	1,200	0	1,200	1,200
5013	Social Security	4,989	5,670	3,148	5,600	6,497
5015	Medicare	1,167	1,286	736	1,250	1,520
5017	Unemployment Insurance	1,308	1,702	968	1,400	1,411
5019	Workers Compensation	6,844	7,414	(134)	7,400	7,061
5021	Retirement PERS City	5,424	4,682	3,678	4,650	6,849
5023	Retirement PERS Employee	2,890	2,269	1,662	2,250	2,269
5025	Health Insurance	15,500	20,049	10,573	16,000	29,797
5027	Dental Insurance	1,399	1,237	980	1,200	1,611
5029	Vision Insurance	264	243	189	243	341
5031	Life Insurance	205	185	134	185	294
	Total Salaries & Benefits	121,017	134,602	72,553	129,378	164,430
5303	Operating Supplies <i>\$1000 painting supplies</i> <i>\$1500 misc supplies</i> <i>\$3000 routine ground bark</i>	6,675	6,500	6,863	8,000	10,000
5305	Chemicals (pesticides, etc) <i>Soccer Park \$1200</i> <i>All other parks \$1600</i>	275	2,800	2,371	4,500	4,800
5307	Fuel	7,500	7,700	3,997	6,700	7,500
5309	Safety Items	3,202	2,100	1,382	1,900	2,100
5311	Repair & Maintenance <i>\$3k tree removal</i> <i>\$3k current tree trimming</i> <i>Soccer Park \$3100</i> <i>All other parks \$6200</i>	6,686	9,300	5,091	8,000	8,500
5313	Repair & Maint Buildings <i>LL bldgs \$5000</i> <i>All other bldgs \$6200</i>	8,819	9,700	1,832	6,500	10,500
5315	Repair & Maint Vehicles	6,776	4,000	7,212	9,500	7,000
5317	Maint & Service Contracts	29	200	194	450	500
5319	Small Tools and Equip.	2,738	1,500	252	2,300	2,500
5321	Rents and Leases	-	0	250	250	300
5323	Communications <i>\$2400 cell phone exp (4)</i> <i>\$1800 phone allowances (8)</i>	4,434	4,600	3,761	4,600	4,800
5325	Advertising	77	0	0	0	0
5331	Travel, Lodging & Meals	3,286	3,400	1,744	2,100	3,400
5335	Professional Development <i>\$300 routine training</i> <i>\$1000 extra training</i>	2,556	2,700	1,315	1,500	2,700
5337	Licenses & Permits	371	500	229	300	300

City of Live Oak
 General Fund 10
 Departmental Expenditures 1030 - Parks



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
Parks Expenditures cont.						
5339	Utilities \$2500 Soccer Park \$500 Misc	1,502	2,900	867	1,200	1,300
5341	Professional Services \$3000 uniform cleaning \$1000 tests, physicals, lifescans	4,656	4,700	4,225	4,900	4,900
5343	Liability Insurance	4,403	4,500	4,610	4,610	4,700
5345	Property & Other Insurance	2,643	2,900	2,589	2,589	2,600
5349	Fidelity Insurance	48	0	48	48	100
5353	Special Dept Expense	953	2,500	0	0	1,000
	Total Services/Supplies	67,628	72,500	48,831	69,947	79,500
5501	Principal Total Debt & Contingency	0	0	0	0	0
5701	Mid Sized Pick-up Truck Total Capital Outlay	0	0	0	0	27,000
5903	Legal Cost Transfer	794	700	495	1,000	1,000
5905	Finance Cost Transfer	724	1,800	843	1,700	1,800
5909	General Govt Transfer	1,431	1,500	650	1,200	1,400
5911	Parks Contra Expense	(77,000)	(77,000)	(77,000)	(77,000)	(102,000)
	Total Interfund Transfers	(74,051)	(73,000)	(75,012)	(73,100)	(97,800)
	Departmental Grand Total	\$ 114,594	\$ 134,102	\$ 46,372	\$ 126,225	\$ 173,130

5913: Includes \$92,000 from Fund 27 CFD 2004 Parks and \$25,000 Fund 28 CFD 2004 Storm Drains

City of Live Oak
General Fund 10
Departmental Expenditures 1035 - Recreation



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
5003	Salaries Permanent	\$ 48,921	\$ 47,732	\$ 54,432	\$ 47,700	\$ 55,238
5005	Salaries Extra Help	47,463	26,000	36,227	26,000	27,300
5007	Overtime	445	500	135	300	400
5011	Car Allowance	1,199	1,200	1,820	1,200	1,230
5013	Social Security	5,947	4,746	5,828	4,700	5,194
5015	Medicare	1,391	1,076	1,363	1,050	1,215
5017	Unemployment Insurance	3,639	1,388	2,724	1,350	2,300
5019	Workers Compensation	6,240	5,807	770	5,800	4,516
5021	Retirement PERS City	3,305	2,977	3,650	2,950	3,445
5023	Retirement PERS Employee	608	0	0	0	0
5025	Health Insurance	15,406	22,452	21,952	31,000	28,222
5027	Dental Insurance	1,067	1,382	1,461	2,000	1,662
5029	Vision Insurance	207	275	285	400	327
5031	Life Insurance	206	202	225	300	219
	Total Salaries & Benefits	136,042	115,737	130,870	124,750	131,268
5335	Professional Development	0	1,500	0	200	1,200
5341	Professional Services	805	800	399	500	500
5343	Liability Insurance	3,107	3,200	3,272	3,272	3,300
5349	Fidelity Insurance	36	100	38	38	100
5351	Community Promotion <i>\$3000 Holiday decorations</i>	11,851	21,000	8,238	12,000	20,000
5353	Special Dept Expense	0	500	0	0	500
5360	City Yard Sale	398	0	0	0	0
Youth Programs						
5357	Basketball	2,867	2,900	2,546	2,900	3,000
5359	Coloring Contest	26	0	0	0	0
5363	Honor Roll & Pencils	471	0	0	0	0
5365	Swimming	1,629	0	0	0	0
5367	Tennis	881	0	0	0	0
5369	Wrestling	3,737	3,900	3,821	4,100	4,300
5371	Youth Soccer	12,064	12,000	10,579	11,500	12,500
5380	Skate Park Events					2,000
5399	Other Youth Programs	0	4,100	2,979	3,500	3,600
	<i>\$1500 Swimming Programs</i>					
	<i>\$500 Honor Roll & Pencils</i>					
	<i>\$600 Tennis</i>					
	<i>\$500 Skate park event</i>					
	<i>\$700 Flag Football</i>					
	<i>\$300 Misc. Coloring Contest, etc</i>					

City of Live Oak
 General Fund 10
 Departmental Expenditures 1035 - Recreation



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
Recreation Expenditures cont.						
Adult Programs						
5372	Adult Soccer <i>Spring and Fall seasons in 17-18</i>	48	5,500	1,630	7,000	9,000
5362	Basketball <i>16 teams</i>	400	3,800	112	3,800	4,000
5364	Adult Aerobics/Zumba	170	500	353	600	600
	Total Services/Supplies	<u>38,492</u>	<u>59,800</u>	<u>33,967</u>	<u>49,410</u>	<u>64,600</u>
5903	Legal Cost Transfer	826	472	513	900	900
5905	Finance Cost Transfer	752	494	876	1,400	1,400
5909	General Govt Transfer	1,488	1,271	676	900	1,000
5911	Recreation Contra Expense	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)
	Total Interfund Transfers	<u>(16,934)</u>	<u>(17,763)</u>	<u>(17,935)</u>	<u>(16,800)</u>	<u>(16,700)</u>
	Departmental Grand Total	<u>\$ 157,600</u>	<u>\$ 157,774</u>	<u>\$ 146,902</u>	<u>\$ 157,360</u>	<u>\$ 179,168</u>

5911: Includes \$20,000 from Fund 27 CFD 2004 Parks

City of Live Oak
General Fund 10
Departmental Expenditures 1040 - Pool



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
5003	Salaries Permanent	\$ 5,865	\$ 18,955	\$ 2,347	\$ 18,955	\$ 25,744
5005	Salaries Extra Help	27,898	32,000	31,536	45,500	49,967
5007	Overtime	267	500	1,105	1,200	1,300
5011	Car Allowance	192	300	0	300	600
5013	Social Security	2,334	3,258	2,602	3,200	4,731
5015	Medicare	546	738	609	700	1,107
5017	Unemployment Insurance	2,011	1,700	2,206	2,900	1,953
5019	Workers Compensation	5,136	3,987	316	4,800	5,328
5021	Retirement PERS City	580	887	201	850	1,829
5023	Retirement PERS Employee	423	378	139	350	378
5025	Health Insurance	1,221	4,165	827	4,100	9,303
5027	Dental Insurance	126	255	54	255	526
5029	Vision Insurance	27	48	10	48	105
5031	Life Insurance	21	51	6	51	84
	Total Salaries & Benefits	46,646	67,222	41,959	83,209	102,955
5303	Operating Supplies	1,166	3,000	162	2,500	2,700
5305	Chemicals	13,612	13,000	6,933	13,000	14,000
5309	Safety Items	2,107	1,300	15	1,300	1,400
5311	Repair & Maintenance	48	1,500	3,238	9,200	3,500
5313	Repair & Maint Buildings	9	500	0	300	500
5319	Small Tools and Equipment	679	1,500	0	500	500
5323	Communications	239	300	149	300	300
5337	Licenses & Permits	693	800	0	900	1,000
5339	Utilities	0	4,000	0	3,000	3,200
5341	Professional Services	1,423	300	32	300	300
5343	Liability Insurance	2,703	2,800	2,842	2,842	3,000
5345	Property & Equip Insurance	849	1,000	777	777	800
5349	Fidelity Insurance	29	0	28	28	0
5353	Special Dept Expense	0	500	0	300	300
	Total Services and Supplies	23,557	30,500	14,176	35,247	31,500
5903	Legal Cost Transfer	592	500	368	900	1,000
5905	Finance Cost Transfer	539	1,200	628	1,400	1,400
5909	General Government Transfer	1,067	900	485	1,000	1,000
5911	Pool Contra Expenditure	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)
	Total Interfund Transfers	(17,802)	(17,400)	(18,519)	(16,700)	(16,600)
	Departmental Grand Total	\$ 52,401	\$ 80,322	\$ 37,615	\$ 101,756	\$ 117,855

City of Live Oak
General Fund 10
Departmental Expenditures 1032-Facility Maintenance



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
5301	Office Supplies	0	0	0	1,800	1,500
5313	Repair & Maint Buildings <i>\$5000 Depot vacancy</i>	\$ 10,783	\$ 31,000	\$ 164,562	\$ 11,000	\$ 15,000
5323	Communications	1,332	200	2,228	2,400	2,500
5337	Licenses & Permits	129	800	2,042	2,200	2,200
5339	Utilities <i>Includes \$1500 Boy Scout Bldg</i>	0	1,700	14,955	18,000	18,500
5345	Property & Equip Insurance	0	5,400		3,362	3,400
	Total Services and Supplies	12,244	39,100	183,786	38,762	43,100
5701	Buildings & Structures					
5703	Vehicles & Heavy Equipment					
5705	Capital Projects					
	Total Capital Outlay	0	0	0	0	0
5901	Interfund Transfer					
5913	Planning Cost Transfer					
	Total Interfund Transfers	0	0	0	0	0
	Departmental Grand Total	\$ 12,244	\$ 39,100	\$ 183,786	\$ 38,762	\$ 43,100

Prior to FY 2015-16, some of these expenses were incurred in Department 1065 Economic Development.

City of Live Oak
General Fund 10
Departmental Expenditures 1000 - City Council



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2015-16	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
5001	Salaries Elected 80% of 5 Members	\$ 9,828	\$ 20,112	\$ 12,810	\$ 20,100	\$ 17,503
5013	Social Security	657	1,521	592	1,500	1,085
5015	Medicare	154	345	138	350	254
5019	Workers Compensation	1,008	957	(31)	950	744
5021	Retirement PERS City	1,369	1,365	1,165	1,350	1,588
5023	Retirement PERS Employee	840	1,118	630	1,100	840
5025	Health Insurance	68,311	70,978	44,618	60,400	65,354
5027	Dental Insurance	3,462	3,657	2,597	3,500	2,666
5029	Vision Insurance	797	851	591	800	545
5031	Life Insurance	666	673	469	650	673
	Total Salaries & Benefits	87,092	101,577	63,580	90,700	91,252
5319	Small Tools and Equipment \$600 IPADS repairs n replacements	0	1,000	1,441	1,500	1,300
5323	Communications \$14,000 Acela Lic Council mtgs \$1,500 Cell Phones 5 Members \$25/Mo \$2,300 data IPADS 5 members \$38/mo \$800 Misc licenses annual fees	4,408	19,300	19,657	20,100	20,100
5331	Travel, Lodging & Meals \$1,000 per City Council Member \$400 Mileage Reimbursements	2,388	5,400	3,755	4,500	5,400
5335	Professional Development \$1000 Per councilmember	1,777	2,000	2,200	3,000	5,000
5341	Professional Services \$1,200 Tech Services agmt \$300 Misc services n allocations	1,300	1,500	1,266	1,550	1,600
5343	Liability Insurance	2,724	2,800	2,813	2,813	2,900
5349	Fidelity Insurance	16	100	19	19	100
	Total Services and Supplies	12,614	32,100	31,151	33,482	36,400
5507	Appropriation for Contingency Total Debt Service & Contingency	0	0	0	0	0
5705	Capital Projects Total Capital Outlay	0	0	0	0	0
5901	Interfund Transfer					
5903	Legal Cost Transfer	701	600	436	800	900
5905	Finance Cost Transfer	640	1,400	744	1,300	1,300
5909	General Government Transfer	1,265	1,200	574	1,100	1,200
	Total Interfund Transfers	2,606	3,200	1,754	3,200	3,400
	Departmental Grand Total	\$ 102,311	\$ 136,877	\$ 96,485	\$ 127,382	\$ 131,052

City of Live Oak
General Fund 10
Departmental Expenditures 1060 - Attorney



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
5341	Professional Services \$48,000 Retainer	\$ 49,697	\$ 50,000	\$ 39,414	\$ 59,000	\$ 59,000
	Total Services and Supplies	49,697	50,000	39,414	59,000	59,000
5905	Finance Cost Transfer	391	800	455	900	1,000
5909	General Government Transfer	772	700	350	700	700
	Total Interfund Transfers	1,163	1,500	805	1,600	1,700
	Departmental Grand Total	\$ 50,860	\$ 51,500	\$ 40,219	\$ 60,600	\$ 60,700

City of Live Oak
Fund 12
Department 1200 - Water Enterprise



Acct No.	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
REVENUES						
4169	Interest Earnings	\$ 1,556	\$ 1,500	\$ 894	\$ 1,800	\$ 1,000
4170	Unrealized Gain/Loss	44	0	(224)	\$ 200	\$ 200
4301	Interfund Transfer	0	81,800	0	81,800	0
4401	Services Charges	760,839	780,000	600,192	797,909	837,000
4404	Services Miscellaneous	1,708	2,000	(748)	500	1,000
4405	Penalty Charges	6,319	7,500	5,341	7,000	7,000
	TOTAL FUND REVENUES	770,466	872,800	605,455	889,209	846,200
EXPENDITURES						
5001	Salaries Elected	1,228	2,814	1,601	2,188	2,188
5003	Salaries Permanent	199,083	217,361	146,410	197,000	231,039
5005	Salaries Extra Help	34,482	31,638	22,097	31,600	30,267
5007	Overtime	2,516	3,500	1,870	2,800	3,000
5009	Certificate Pay	2,284	1,541	-	0	1,587
5011	Car Allowance	2,049	1,680	1,261	1,700	1,695
5013	Social Security	14,309	14,410	10,320	14,100	14,113
5015	Medicare	3,410	3,651	2,477	3,400	4,472
5017	Unemployment Insurance	2,532	2,256	1,943	2,100	2,076
5019	Workers Compensation	18,424	15,254	748	15,200	14,597
5020	Retirement PERS Unfunded Liabil <i>\$133,200 annually 25% to Water</i>	27,654	27,500	17,498	30,000	33,300
5021	Retirement PERS City	21,225	20,882	16,806	21,700	21,829
5022	Pension Expense - GASB 68	(62,396)	0	0	0	0
5023	Retirement PERS Empl	12,541	12,730	9,129	11,900	9,966
5025	Health Insurance	59,271	58,508	39,967	55,100	67,626
5027	Dental Insurance	3,689	3,170	2,915	3,900	12,736
5029	Vision Insurance	772	811	573	770	1,293
5031	Life Insurance	672	706	485	650	775
5033	OPEB ARC Expense	85	0	0	0	0
	Total Salaries & Benefits	343,830	418,412	276,101	394,108	452,559
5301	Office Supplies	2,913	2,700	1,924	2,500	2,700
5303	Operating Supplies	2,692	5,500	2,443	5,000	5,200
5305	Chemicals	25,263	40,000	13,556	35,000	38,000
5307	Fuel	1,540	8,000	1,537	4,000	4,000
5309	Safety Items	1,079	1,600	669	1,500	1,500
5311	Repair & Maintenance	29,245	50,000	36,953	50,000	52,000
5313	Repair & Maint Buildings	104	4,000	0	5,000	3,000
5315	Repair & Maint Vehicles	6,477	4,700	2,158	4,500	4,600
5317	Maint & Service Contracts <i>\$2K Tesco Electrical Maint</i> <i>\$5K Uniform Services</i>	8,009	13,000	7,897	9,700	10,000

City of Live Oak
Fund 12
Department 1200 - Water Enterprise



Acct No.	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
Water Expenditures cont.						
5319	Small Tools and Equip	1,471	8,000	1,135	7,000	8,000
5321	Rents & Leases	6,443	5,000	4,445	6,000	6,500
5323	Communications	3,133	3,200	2,493	3,200	3,300
5325	Advertising	250	500	240	1,400	1,400
5327	Postage	7,197	7,500	5,845	9,500	9,500
5329	Printing & Copying	2,455	2,700	3,452	4,500	4,500
5331	Travel, Lodging & Meals	0	1,500	0	1,000	1,200
5333	Dues & Subscriptions	2,401	2,700	652	2,500	2,500
5335	Professional Dev	2,605	3,300	602	1,200	2,900
5337	Licenses & Permits	18,419	20,000	11,389	22,000	23,000
5339	Utilities	125,838	135,000	93,776	132,000	138,000
5341	Professional Services	89,731	95,000	74,475	99,000	103,000
	<i>\$13K Audit Services</i>					
	<i>\$37K Accounting services 20%</i>					
	<i>\$10K City Engineer</i>					
	<i>\$11K Yuba City Lab</i>					
	<i>\$7K Alliant Networking Service</i>					
5343	Liability Insurance	13,817	14,500	14,430	14,430	15,000
5345	Property & Other Insur	9,209	9,500	10,587	10,587	11,000
5347	Vehicle Insurance	0	0	235	235	300
5349	Fidelity Insurance	198	0	199	199	200
5353	Special Departmental Expense	750	0	325	325	1,000
	Total Services/Supplies	361,239	437,900	291,418	432,276	452,300
5501	Principal	0	40,000	0	40,000	40,000
5503	Interest	50,150	48,450	48,450	48,450	46,700
5505	Depreciation Expense	491,709	0	0		
	Total Debt Service	541,859	88,450	48,450	88,450	86,700
5705	Capital Projects	0	35,000	0	0	20,000
	<i>\$20k Chemical Tank Restraint System</i>					
	Total Capital Outlay	0	35,000	0	0	20,000
5903	Legal Cost Transfer	6,483	7,400	4,033	7,400	7,500
5905	Finance Cost Transfer	5,908	5,400	6,878	11,000	11,000
5909	General Govt Transfer	11,689	13,700	5,307	9,000	10,000
5911	Engineering Transfer	4,167	7,200	2,671	6,000	6,000
	Total Interfund Transfers	28,247	33,700	18,889	33,400	34,500
	Departmental Grand Total	\$ 1,275,175	\$ 1,013,462	\$ 634,858	\$ 948,234	\$ 1,046,059

City of Live Oak
Fund 50
Department 5000 - Water Connection Fees



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
REVENUES						
4403	Connection Fees	\$ 109,333	\$ 15,200	\$ 15,270	\$ 15,270	\$ 16,000
4169	Interest Earnings	3,591	2,000	2,915	6,000	5,000
4170	Unrealized Gain/Loss	252	-	(553)	100	100
	TOTAL FUND REVENUES	113,176	17,200	17,632	21,370	21,100

EXPENDITURES						
5705	Capital Projects	0	810,000	0	715,000	235,000
	Total Capital Outlay	0	810,000	0	715,000	235,000
5901	Interfund Transfer	0	84,000	0	81,800	0
	Total Interfund Transfers	0	84,000	0	81,800	0
	TOTAL FUND EXPENDITURES	0	\$ 894,000	0	\$ 796,800	\$ 235,000

- 5705 FY 16-17 Capital Projects included \$715,000 for Well #7 project
- 5705 FY 17-18 Capital Projects includes \$225,000 for Pennington Rd water main
- 5705 FY 17-18 Capital Projects includes \$10,000 for City designated water projects
- 5901 FY 17-18 Water Connection Fund does not have sufficient funds to cover Transfer for Water debt service

City of Live Oak
Fund 13
Department 1300 - Sewer Enterprise Operations



Acct No.	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
REVENUES						
4167	Miscellaneous Income	\$ 164	\$ 2,000	0	500	1,000
4169	Interest Earnings	13,522	11,000	10,743	23,000	25,000
4170	Unrealized Gain/Loss	870	0	(2,083)	500	500
4172	Contributed Capital	23,000	0	0	0	0
4401	Services Charges	2,184,266	2,180,000	1,665,867	2,227,000	\$ 2,250,000
4405	Penalty Charges	17,188	17,500	13,433	17,000	17,500
	TOTAL FUND REVENUES	2,239,011	2,210,500	1,687,960	2,268,000	2,294,000
EXPENDITURES						
5001	Salaries Elected	1,228	2,951	1,601	2,188	2,188
5003	Salaries Permanent	451,949	542,566	335,099	455,000	667,477
5005	Salaries Extra Help	37,858	28,392	24,687	31,600	15,267
5007	Overtime	5,895	20,000	6,824	8,000	9,000
5009	Certificate Pay	1,776	14,064	0	0	23,153
5011	Car Allowance	4,727	6,045	3,178	4,500	5,100
5013	Social Security	30,124	34,700	22,389	29,800	43,393
5015	Medicare	7,151	8,483	5,342	7,200	10,327
5017	Unemployment Insurance	4,064	3,971	3,771	3,940	5,078
5019	Workers Compensation	38,860	35,790	28,809	31,000	49,416
5020	Retirement PERS Unfunded Liability	44,246	44,000	27,997	47,900	53,280
	<i>\$133,200 annually 40% to Sewer</i>		0			
5021	Retirement PERS City	41,900	91,637	32,898	44,000	60,145
5022	Pension Expense - GASB 68	(76,019)	0	0	0	
5023	Retirement PERS Empl	21,494	21,178	16,266	20,500	30,204
5025	Health Insurance	87,676	103,899	65,373	91,000	151,449
5027	Dental Insurance	5,837	7,221	4,459	6,100	8,610
5029	Vision Insurance	1,352	1,319	875	1,250	1,917
5031	Life Insurance	1,270	1,504	887	1,250	1,800
5033	OPEB ARC Expense	122	0	0	0	0
	Total Salaries & Benefits	711,513	967,720	580,454	785,228	1,137,804
5301	Office Supplies	3,168	3,500	1,938	2,400	3,000
5303	Operating Supplies	7,665	15,000	6,155	8,000	14,000
	<i>\$17K UV Bulbs</i>					
	<i>\$3K Grease/Oil</i>					
5305	Chemicals	4,027	4,500	1,514	2,300	4,200
	<i>\$2K Polymers</i>					
5307	Fuel	6,547	9,000	3,908	6,000	8,000
5308	Inventory	0	23,000	0	19,000	20,000
	<i>\$15K UV lights</i>					
	<i>\$3K UV parts/sensors</i>					
	<i>\$3K lift station frequency drive</i>					
	<i>\$2K lift station backup radio</i>					
5309	Safety Items	2,978	3,000	1,437	1,900	3,000
5311	Repair/Maint WWTP	106,686	67,000	45,689	62,000	65,000
	<i>\$25K UV repairs</i>					
	<i>\$15K SCADA</i>					
	<i>\$15K Secondary By-pass</i>					
	<i>\$12K Misc plant repairs</i>					

City of Live Oak
Fund 13
Department 1300 - Sewer Enterprise Operations



Acct No.	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
Sewer Expenditures cont.						
5312	Repairs/Maint Collection System \$12K Ash St. Lift station \$12K Back-up pump \$14K backup var frequency drive \$9K Misc left station repairs	0	49,000	17,904	32,000	45,000
5313	Repair & Maint Buildings	16,949	7,000	239	4,500	7,000
5315	Repair & Maint Vehicles \$5K routine maint 5 vehicles \$3K trans work unit 117 \$2K routine maint vac truck	14,177	10,000	3,471	5,000	9,000
5317	Maint & Service Contracts \$18K UV Coombs Hopkins \$15K SCADA Stantec \$7K Electrical maint Tesco \$5K Hach	36,599	45,000	7,896	12,000	38,000
5319	Small Tools and Equip	5,966	9,000	1,015	1,900	7,000
5321	Rents & Leases \$1500 copier lease	6,443	6,500	5,621	8,500	8,500
5323	Communications	8,942	9,800	6,564	7,100	9,000
5325	Advertising	1,154	2,000	240	1,300	1,500
5327	Postage	7,197	8,500	5,859	9,400	9,800
5329	Printing & Copying	2,455	3,000	3,452	3,800	4,000
5331	Travel, Lodging & Meals	0	4,000	0	0	4,000
5333	Dues & Subscriptions	2,135	2,500	2,322	2,400	2,500
5335	Professional Dev	4,969	4,000	158	500	4,000
5337	Licenses & Permits \$7K WWTP permit SWRCB \$3K FRAQMD generators \$2K SWRCP LS permit \$1K Sutter Co permit	14,248	20,000	10,667	15,000	17,000
5339	Utilities	165,614	165,000	119,384	173,000	180,000
5341	Professional Services \$22K Audit 50% share \$67K Accounting services 36% \$65K Yuba City Lab \$20K Bill Lewis	227,827	185,000	156,653	205,000	215,000
5343	Liability Insurance	30,393	31,000	31,298	31,298	32,000
5345	Property & Other Insur	31,725	33,000	27,837	27,837	28,000
5349	Fidelity Insurance	352	0	342	342	500
5353	Special Departmental Expense	1,200	0	520	700	1,000
5360	Sludge Removal	9,071	35,000	11,242	16,000	30,000
	Total Services/Supplies	718,488	754,300	473,326	659,177	770,000

City of Live Oak
Fund 13
Department 1300 - Sewer Enterprise Operations



Acct No.	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
Sewer Expenditures cont.						
5501	Principal	0	275,300	0	275,300	276,000
5503	Interest	97,001	93,900	39,083	93,900	89,000
5505	Depreciation Expense	1,102,093		0	0	0
	Total Debt Service	1,199,094	369,200	39,083	369,200	365,000
5701	Buildings & Structures <i>\$320K Dewatering Press</i> <i>\$20K Security Gate</i> <i>\$25K relocate filter Polymer system</i>	15,633	320,000	0	320,000	45,000
5703	Vehicles & Heavy Equip <i>\$27K midsize pickup</i>	0	27,000	0	27,000	0
5705	Capital Projects <i>\$30K Security Cameras</i>	0	30,000	0	0	30,000
	Total Capital Outlay	15,633	377,000	0	347,000	75,000
5901	Interfund Transfer	0	0	0	0	464,000
5903	Legal Cost Transfer	13,794	11,000	8,579	15,500	16,000
5905	Finance Cost Transfer	12,568	26,000	14,633	25,000	26,000
5909	General Govt Transfer	24,868	22,000	11,293	18,000	20,000
5911	Engineering Cost Transfer	8,866	19,000	5,682	10,500	14,000
	Total Interfund Transfers	60,096	78,000	40,187	69,000	540,000
	Departmental Grand Total	\$ 2,704,824	\$ 2,546,220	\$ 1,133,050	\$ 2,229,605	\$ 2,887,804

5901 FY 17-18 transfer for sewer portion of Well #7 project

City of Live Oak
Fund 51
Department 5100 - Sewer Connection Fees



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
REVENUES						
4403	Connection Fees	\$ 89,628	\$ 18,100	\$ 9,053	\$ 9,053	\$ 10,000
4169	Interest Earnings	1,361	1,000	1,157	2,400	2,500
4170	Unrealized Gain/Loss	115	0	(219)	100	100
TOTAL FUND REVENUES		91,104	19,100	9,991	11,553	12,600
EXPENDITURES						
5705	Capital Projects	0	390,000	0	40,000	377,000
	Total Capital Outlay	0	390,000	0	40,000	377,000
	Total Expenditures	0	\$ 390,000	0	40,000	\$ 377,000

5705 FY 16-17 Funding to close out sewer portion of Live Oak Soccer Park

City of Live Oak
Fund 14
Department 1400 Streets/Roads Revenue Sources



Acct #	Description	Actual Activity FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
REVENUES						
4157	Cal Trans Reimbursement	\$ 8,008	\$ 8,200	\$ 5,339	\$ 8,200	\$ 8,200
4158	Recology Road Maint	9,666	9,500	5,300	10,000	10,000
4169	Interest Earnings	1,285	800	159	100	200
4170	Unrealized Gain/Loss	161	0	(239)	100	100
4301	Interfund Transfer	98,885	4,000	0	4,000	0
4500	2103 Gas Tax	43,900	20,100	20,899	24,000	33,416
4501	2105 Gas Tax	47,982	53,300	29,647	42,000	48,509
4503	2106 Gas Tax	32,555	30,800	18,206	25,500	34,098
4505	2107 Gas Tax	62,478	74,100	37,889	54,000	62,667
4507	2107.5 Gas Tax	2,000	2,000	2,000	2,000	2,000
4508	State Gas Tax Rehab	0	0	0	0	48,129
4509	State Gas Tax Prior Yrs	0	0	0	0	9,549
4601	Grants	16,094	0	11,394	11,394	0
TOTAL FUND REVENUES		\$ 323,015	\$ 202,800	\$ 130,593	\$ 181,294	\$ 256,868

City of Live Oak
Fund 14
Department 1400 Streets/Roads



Acct #	Description	Actual	Adopted	Actuals		City Manager
		Expenditure FY 2015-16	Budget FY 2016-17	through Mar FY 2016-17	Projected FY 2016-17	Proposed FY 2017-18
5003	Salaries Permanent	\$ 25,635	\$ 21,356	\$ 19,215	\$ 21,300	\$ 20,261
5005	Salaries Extra Help	18,331	28,392	12,578	19,000	15,267
5007	Overtime	1,757	1,500	928	1,100	1,500
5013	Social Security	2,770	3,103	2,024	2,700	2,203
5015	Medicare	647	314	473	600	515
5017	Unemployment Insur.	913	500	704	850	868
5019	Workers Compensation	4,932	3,878	160	3,920	2,753
5021	Retirement PERS City	1,991	1,806	1,699	2,100	1,466
5023	Retirement PERS Employee	383	803	311	400	378
5025	Health Insurance	3,776	5,055	2,691	3,700	5,119
5027	Dental Insurance	457	283	399	550	409
5029	Vision Insurance	88	57	77	100	87
5031	Life Insurance	84	84	57	80	84
Total Salaries & Benefits		61,764	67,131	41,318	56,400	50,910
5301	Office Supplies	2,804	2,600	1,881	2,200	2,500
5303	Operating Supplies	1,215	3,000	1,718	2,100	2,500
5305	Chemicals	-	500	0	0	300
5307	Fuel	1,718	1,800	110	200	1,000
5308	Signs	1,804	2,500	468	800	2,000
5309	Safety Items	1,614	1,500	931	1,200	1,500
5311	Repair & Maintenance	4,046	9,000	4,211	9,000	10,000
5315	Repair & Maint Vehicles	3,940	4,000	623	2,800	3,500
5319	Small Tools and Equip	1,812	4,000	141	400	2,000
5321	Rents & Leases	-	500	40	100	300
5323	Communications	1,477	1,500	1,179	1,400	1,500
5325	Advertising	1,579	1,500	0	0	1,000
5329	Printing & Copying	107	500	153	400	500
5331	Travel, Lodging & Meals	887	1,000	0	200	1,000
5333	Dues & Subscriptions	1,421	800	761	761	800
5335	Professional Dev.	742	1,000	0	0	1,000
5337	Licenses & Permits	1,022	1,500	1,019	1,300	1,400
5339	Utilities	1,242	1,500	917	1,200	1,400
5341	Professional Services	66,823	45,000	18,099	31,000	40,000
5341	Street Sweeping Services	24,883	21,000	16,589	22,000	24,000
5343	Liability Insurance	2,906	3,000	3,048	3,048	3,100
5345	Property & Other Insur	1,819	2,000	1,347	1,347	1,500
5347	Vehicle Insurance	-		235	235	300
5349	Fidelity Insurance	26	0	28	28	100
Total Services and Supplies		123,887	109,700	53,499	81,719	103,200

Streets/Roads Expenditures cont.

5705 Capital Projects	0	0	0	0	0
Total Capital Outlay	0	0	0	0	0
5901 Interfund Transfer	392,376	35,000	286,803	35,000	0
<i>\$390K 'O' St. n Kola St. 50%</i>					
5903 Legal Cost Transfer	3,834	3,000	2,384	4,200	4,500
5905 Finance Cost Transfer	3,494	7,800	4,067	7,100	7,200
5909 General Govt Transfer	6,912	6,500	3,139	4,600	4,800
5911 Engineering Transfer	2,464	5,800	1,580	2,800	3,000
Total Interfund Transfers	409,080	58,100	297,973	53,700	19,500
Departmental Grand Total	\$ 594,731	\$ 234,931	\$ 392,790	\$ 191,819	\$ 173,610

City of Live Oak
Fund 14
Department 1415 - Storm Drains



Acct#	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
EXPENDITURES						
5311	Repair & Maintenance	\$ 10	\$ 1,600	\$0	\$0	\$ 1,500
5337	Licenses & Permits	622	500	453	453	500
5339	Utilities	1,182	1,200	1,201	1,800	1,900
5341	Professional Services	874	2,500	0	1,200	2,000
	Total Services and Supplies	<u>2,688</u>	<u>5,800</u>	<u>1,654</u>	<u>3,453</u>	<u>5,900</u>
	Departmental Grand Total	<u>\$ 2,688</u>	<u>\$ 5,800</u>	<u>\$ 1,654</u>	<u>\$ 3,453</u>	<u>\$ 5,900</u>

City of Live Oak
Fund 15
Department 1500 - Streets/Roads



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals Thru Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
REVENUES						
4511	Transportation Tax Non Transit	\$ 306,870	\$ 370,000	\$ 60,126	\$ 401,570	\$ 405,000
4513	Transportation Tax STA					
4169	Interest Earnings	3,563	1,200	3,160	6,000	5,000
4170	Unrealized Gain/Loss	226		(564)	200	200
4601	Grant Proceeds	0		0		
	TOTAL FUND REVENUES	310,659	371,200	62,722	407,770	410,200
EXPENDITURES						
5003	Salaries Permanent	0	0	0	0	0
	Total Salaries & Benefits	0	0	0	0	0
5303	Operating Supplies	21	0	0	0	0
5311	Repair & Maintenance	0	0	0	0	0
5319	Small Tools and Equipment	0	0	0	0	0
5333	Dues & Subscriptions	0	0	761	761	800
5341	Professional Services	24,673	20,000	3,921	12,000	15,000
	Total Services and Supplies	24,694	20,000	4,682	12,761	15,800
5705	Capital Projects	24,538	0	0	0	605,000
	Total Capital Outlay	24,538	0	0	0	605,000
5901	Interfund Transfer <i>\$390,000 'O' St. n Kola St. 50%</i>	96,736	350,000	267,067	927,000	0
5901	Transfer Fund 05 Pennington Rd West	0	0	0	0	199,795
5903	Legal Cost Transfer	2,757	2,500	1,716	3,100	3,200
5905	Finance Cost Transfer	2,513	6,000	2,925	5,200	5,500
5909	General Govt Transfer	4,972	5,000	2,258	3,700	3,800
5911	Engineering Cost Transfer	1,773	4,500	1,136	2,300	2,500
	Total Interfund Transfers	108,751	368,000	275,102	941,300	214,795
	Departmental Grand Total	\$ 157,984	\$ 388,000	\$ 279,784	\$ 954,061	\$ 835,595

5705 Set aside of \$605,000 for Highway 99 utility re-location project

City of Live Oak
Fund 17
Department 1700 - COPS



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
REVENUES						
4607	COPS Grant	\$ 104,235	\$ 100,000	\$ 102,465	\$ 102,465	\$ 100,000
4169	Interest Earnings	1,036	500	883	1,900	2,400
4170	Unrealized Gain/Loss	52	0	(151)	100	100
	TOTAL FUND REVENUES	105,323	100,500	103,197	104,465	102,500
EXPENDITURES						
5319	Small Tools and Equipment	72,767	9,900	23,194	9,900	16,100
5337	Licenses & Permits	0	15,100	0	15,100	15,100
5353	Special Departmental Expense	0	4,500	0	4,500	7,500
	Total Services and Supplies	72,767	29,500	23,194	29,500	38,700
5703	Vehicles & Heavy Equipment	72,409	97,000	59,564	97,000	0
	Total Capital Outlay	72,409	97,000	59,564	97,000	0
	TOTAL FUND EXPENDITURES	\$ 145,176	\$ 126,500	\$ 82,758	\$ 126,500	\$ 38,700

City of Live Oak
Fund 20
Department 2000 - Street Lighting



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
REVENUES						
4703	Assessments	\$ 56,559	\$ 49,800	\$ 34,001	\$ 57,000	\$ 57,000
4157	Caltrans Reimbursement	1,775	1,500	1,183	1,700	1,800
4169	Interest Earnings	358	200	281	700	900
4170	Unrealized Gain/Loss	24	-	(56)	100	100
	Total Revenues	58,716	51,500	35,409	59,500	59,800
EXPENDITURES						
5339	Utilities	51,045	50,000	35,587	49,000	51,000
5341	Professional Services	-	-	358	358	500
	Total Services and Supplies	51,045	50,000	35,945	49,358	51,500
5901	Interfund Transfer					
5903	Legal Cost Transfer	355	400	221	400	400
5905	Finance Cost Transfer	325	300	377	700	700
5909	General Govt Transfer	640	800	291	500	600
	Total Interfund Transfers	1,320	1,500	889	1,600	1,700
	Total Expenditures	\$ 52,365	\$ 51,500	\$ 36,834	\$ 50,958	\$ 53,200

City of Live Oak
Fund 21
Department 2100 - CFD 92-1 Mello Roos



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
REVENUES						
4701	Mello Roos CFD 92-1	\$ 124,898	\$ 131,000	\$ 69,457	\$ 127,466	\$ 128,000
4169	Interest Earnings	775	600	410	800	1,000
4170	Unrealized Gain/Loss	47	0	(120)	100	100
TOTAL FUND REVENUES		125,720	131,600	69,748	128,366	129,100
EXPENDITURES						
5341	Professional Services	8,467	7,000	8,889	8,889	9,500
5353	Special Dept Expense	82,568	90,000	0	83,000	83,000
Total Services and Supplies		91,035	97,000	8,889	91,889	92,500
5903	Legal Cost Transfer	988	800	615	1,200	1,200
5905	Finance Cost Transfer	901	2,000	1,049	2,000	2,000
5909	General Govt Transfer	1,782	1,700	810	1,200	1,400
5901	Transfer Fund 05 Soccer Park	0	0	0	113,000	0
5913	Public Safety Expenditure	63,000	63,000	63,000	53,000	53,000
Total Interfund Transfers		66,671	67,500	65,474	170,400	57,600
TOTAL FUND EXPENDITURES		\$ 157,706	\$ 164,500	\$ 74,363	\$ 262,289	\$ 150,100

Line Item Detail:

5353 Includes \$83,000 for Live Oak Unified School District share

5913 Includes \$53,000 transfer to General Fund for animal facility debt payment

City of Live Oak
Fund 22
Department 2200 - Fire Assessment



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
REVENUES						
4703	Assessment	\$ 120,680	\$ 124,000	\$ 71,983	\$ 117,065	\$ 118,000
4169	Interest Earnings	272	100	47	47	100
4170	Unrealized Gain/Loss	41	0	(49)	0	100
	TOTAL FUND REVENUES	120,993	124,100	71,981	117,112	118,200
EXPENDITURES						
5335	Professional Development	0	1,000	0	0	0
5341	Professional Services	1,120	-	800	800	1,000
	Total Services and Supplies	1,120	1,000	800	800	1,000
5903	Legal Cost Transfer	837	800	520	1,000	1,000
5905	Finance Cost Transfer	762	700	887	1,500	1,500
5909	General Govt Transfer	1,507	1,700	684	1,100	1,100
5913	Public Safety Expenditure	125,000	125,000	93,750	125,000	135,000
	Total Interfund Transfers	128,106	128,200	95,841	128,600	138,600
	TOTAL FUND EXPENDITURES	\$ 129,226	\$ 129,200	\$ 96,641	\$ 129,400	\$ 139,600

5913 Includes \$125,000 transfer to General Fund for annual fire services

5913 Includes \$10,000 for City designated fire safety expenses

City of Live Oak
Fund 23
Department 2300 - Fire CFD 2004-1 Mello Roos



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
REVENUES						
4709	Fire Assessment	\$ 99,936	\$ 99,000	\$ 51,385	\$ 99,900	\$ 100,000
4169	Interest Earnings	235	200	30	100	100
4170	Unrealized Gain/Loss	33	-	(41)	0	0
	TOTAL FUND REVENUES	100,204	99,200	51,374	100,000	100,100
EXPENDITURES						
5341	Professional Services	-	3,500	0	2,500	2,700
	Total Services and Supplies	-	3,500	0	2,500	2,700
5903	Legal Cost Transfer	760	800	473	600	600
5905	Finance Cost Transfer	693	1,600	806	1,000	1,000
5909	General Govt Transfer	1,371	1,300	622	800	800
5913	Public Safety Expenditure	110,000	110,000	110,000	110,000	110,000
	Total Interfund Transfers	112,824	113,700	111,901	112,400	112,400
	TOTAL FUND EXPENDITURES	\$ 112,824	\$ 117,200	\$ 111,901	\$ 114,900	\$ 115,100

5913 Includes \$110,000 transfer to General Fund for annual fire services

City of Live Oak
Fund 24
Dept 2400 - Police CFD 2004-1 Mello Roos



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
REVENUES						
4711	Police Assessment	\$ 271,023	\$ 265,000	\$ 139,355	\$ 271,000	\$ 271,000
4169	Interest Earnings	738	500	154	154	100
4170	Unrealized Gain/Loss	92	-	(124)	0	0
TOTAL FUND REVENUES		271,853	265,500	139,384	271,154	271,100
EXPENDITURES						
5341	Professional Services	13,280	4,500	12,045	4,500	5,000
Total Services and Supplies		13,280	4,500	12,045	4,500	5,000
5903	Legal Cost Transfer	1,971	800	1,226	2,200	2,200
5905	Finance Cost Transfer	1,797	1,600	2,091	2,100	2,100
5909	General Govt Transfer	3,553	1,300	1,614	1,800	1,800
5913	Public Safety Expenditure	290,000	297,000	297,000	297,000	297,000
Total Interfund Transfers		297,321	300,700	301,931	303,100	303,100
TOTAL FUND EXPENDITURES		\$ 310,601	\$ 305,200	\$ 313,976	\$ 307,600	\$ 308,100

City of Live Oak
Fund 25
Dept 2500-Animal Services CFD 2004-1 Mello Roos



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
REVENUES						
4713	Animal Control Assessment	\$ 15,751	\$ 15,500	\$ 8,099	\$ 15,700	\$ 15,700
4169	Interest Earnings	45	50	2	0	0
4170	Unrealized Gain/Loss	5	-	(7)	0	0
	TOTAL FUND REVENUES	15,800	15,550	8,094	15,700	15,700
EXPENDITURES						
5341	Professional Services	0	0	0	0	100
	Total Services and Supplies	0	0	0	0	100
5903	Legal Cost Transfer	138	0	85	100	0
5905	Finance Cost Transfer	126	0	145	200	0
5909	General Govt Transfer	248	0	113	200	0
5913	Public Safety Expenditure	20,000	20,000	20,000	19,500	20,000
	Total Interfund Transfers	20,512	20,000	20,343	20,000	20,000
	TOTAL FUND EXPENDITURES	\$ 20,512	\$ 20,000	\$ 20,343	\$ 20,000	\$ 20,100

City of Live Oak

Fund 26

Dept 2600 - Street Lighting CFD 2004-1 Mello Roos



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Council Proposed FY 2017-18
REVENUES						
4715	Street Light Assessment	\$ 16,294	\$ 15,900	\$ 8,378	\$ 16,300	\$ 16,300
4169	Interest Earnings	168	200	92	200	200
4170	Unrealized Gain/Loss	8	-	(24)	0	0
	TOTAL FUND REVENUES	16,469	16,100	8,446	16,500	16,500
EXPENDITURES						
5339	Utilities	21,471	21,500	21,164	32,116	33,300
5341	Professional Services	5,687	500	118	500	500
	Total Services and Supplies	27,159	22,000	21,282	32,616	33,800
5903	Legal Cost Transfer	118	100	73	200	200
5905	Finance Cost Transfer	108	300	125	200	200
5909	General Govt Transfer	213	200	97	200	200
	Total Interfund Transfers	439	600	295	600	600
	TOTAL FUND EXPENDITURES	\$ 27,598	\$ 22,600	\$ 21,577	\$ 33,216	\$ 34,400

City of Live Oak
Fund 27
Dept 2700-Parks/Rec / Pool CFD 2004-1 Mello Roos



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
REVENUES						
4717	Parks/Rec /Pool Assessment	\$ 123,834	\$ 121,000	\$ 63,673	\$ 124,000	\$ 124,000
4169	Interest Earnings	289	200	80	100	0
4170	Unrealized Gain/Loss	41	-	(51)	0	0
	TOTAL FUND REVENUES	124,164	121,200	63,702	124,100	124,000
EXPENDITURES						
5339	Utilities	857	1,000	642	900	1,000
5341	Professional Services	6,499	8,500	4,360	7,000	7,000
	Total Services and Supplies	7,356	9,500	5,002	7,900	8,000
5903	Legal Cost Transfer	851	700	530	1,000	1,000
5905	Finance Cost Transfer	776	1,700	903	1,600	1,700
5909	General Govt Transfer	1,534	2,100	696	1,200	1,200
5911	Parks/Rec/Pool Expenditure	117,000	117,000	117,000	117,000	117,000
	Total Interfund Transfers	120,161	121,500	119,129	120,800	120,900
	TOTAL FUND EXPENDITURES	\$ 127,517	\$ 131,000	\$ 124,131	\$ 128,700	\$ 128,900

City of Live Oak
Fund 28
Dept 2800-Storm Drainage CFD 2004-1 Mello Roos



Acct #	Description	Actual Activity FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
REVENUES						
4719	Storm Drainage Assessment	\$ 16,294	\$ 16,000	\$ 8,378	\$ 16,300	\$ 16,300
4169	Interest Earnings	427	200	358	700	800
4170	Unrealized Gain/Loss	30	-	(66)	100	100
	TOTAL FUND REVENUES	16,751	16,200	8,670	17,100	17,200
EXPENDITURES						
5311	Repair & Maintenance	652	2,000	3,218	3,400	3,000
5337	Licenses & Permits	293	300	261	261	300
5339	Utilities	886	800	1,104	2,000	2,000
5341	Professional Services	-	500	409	409	500
	Total Services and Supplies	1,831	3,600	4,991	6,070	5,800
5705	Capital Projects	0	0	0	0	115,000
	Total Capital Outlay	0	0	0	0	115,000
	Storm Drain Mntc Transfer	0	0	0	0	25,000
5903	Legal Cost Transfer	145	100	90	200	200
5905	Finance Cost Transfer	132	300	153	300	300
5909	General Govt Transfer	261	300	119	200	200
	Total Interfund Transfers	538	700	362	700	25,700
	TOTAL FUND EXPENDITURES	\$ 2,369	\$ 4,300	\$ 5,353	\$ 6,770	\$ 146,500

5705 For City designated drainage projects

City of Live Oak
Fund 16
Department 1600 - Traffic Safety



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
REVENUES						
4127	Vehicle Code Fines	\$ 6,935	\$ 5,000	\$ 2,564	\$ 4,000	\$ 4,000
4169	Interest Earnings	30	0	17	30	30
4170	Unrealized Gain/Loss	3	0	(5)	0	0
TOTAL FUND REVENUES		6,969	5,000	2,576	4,030	4,030

EXPENDITURES						
5913	Public Safety Expenditure	7,000	4,000	4,000	4,000	4,000
5913	Public Safety Expenditure	0	0	0	0	6,000
Total Interfund Transfers		7,000	4,000	4,000	4,000	10,000
TOTAL FUND EXPENDITURES		\$ 7,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 10,000

Note 1: Provides \$4,000 Contra-expense for General Fund Police Dept 1050

Note 2: Provides \$6,000 traffic safety projects

City of Live Oak
Fund 18
Department 1800 - Sidewalk Improvement



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
REVENUES						
4169	Interest Earnings	\$ 64	\$ 50	\$ 50	\$ 100	\$ 100
4170	Unrealized Gain/Loss	4	0	(10)	0	0
	TOTAL FUND REVENUES	68	50	40	100	100
EXPENDITURES						
5705	Capital Projects	0	17,200	0	0	17,300
	Total Capital Outlay	0	17,200	0	0	17,300
	TOTAL FUND EXPENDITURES	0	\$ 17,200	0	0	\$ 17,300

Note 2: Provides \$17,300 for sidewalk projects

City of Live Oak
Fund 30
Dept 3000 - Parks & Recreation - Parks AB1600



Acct #	Description	Actual Activity FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
REVENUES						
4705	Impact Fees	0	\$ 7,200	0	85	\$ 6,700
4705	Transfer Road/Signal Fees	0	0	0	0	9,445
4169	Interest Earnings	141	150	110	200	250
4170	Unrealized Gain/Loss	21	-	(21)	0	0
	TOTAL FUND REVENUES	162	7,350	89	285	16,395
EXPENDITURES						
5705	Capital Projects	0	37,000	0	0	48,000
	Total Capital Outlay	0	37,000	0	0	48,000
	TOTAL FUND EXPENDITURES	0	\$ 37,000	0	0	\$ 48,000

4705 Note: Transfer "Road/Signal Fees" corrects FY 15-16 overallocation to Road/Signal fund

5705 Note: AB1600 Impact fees can only be used for new equipment and new/expanded facilities

City of Live Oak
Fund 31
Dept 3100-Community Center AB1600



Acct #	Description	Actual Activity FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
REVENUES						
4705	Impact Fees	0	\$ 1,700	0	0	\$ 1,760
4169	Interest Earnings	745	600	578	1,200	1,400
4170	Unrealized Gain/Loss	57	0	(110)	0	0
TOTAL FUND REVENUES		802	2,300	467	1,200	3,160
EXPENDITURES						
5705	Capital Projects	0	195,000	0	0	200,500
	Total Capital Outlay	0	195,000	0	0	200,500
TOTAL FUND EXPENDITURES		0	\$ 195,000	0	0	\$ 200,500

5705 Note: AB1600 Impact fees can only be used for new or expanded facilities

City of Live Oak
Fund 32
Dept 3200-Gov't Services - Public Works AB1600



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
REVENUES						
4705	Impact Fees	0	\$ 1,300	0	\$ 66	\$ 1,300
4705	Transfers Road/Signal Fees	0	0	0	0	6,846
4169	Interest Earnings	37	50	28	60	80
4170	Unrealized Gain/Loss	5	0	(5)	0	0
TOTAL FUND REVENUES		41	1,350	23	126	8,226
EXPENDITURES						
5705	Capital Projects	0	0	0	0	16,900
Total Capital Outlay		0	0	0	0	16,900
TOTAL FUND EXPENDITURES		0	0	0	0	\$ 16,900

4705 Note: Transfer "Road/Signal Fees" corrects FY 15-16 overallocation to Road/Signal fund

5705 Note: AB1600 Impact fees can only be used for new equipment and/or new and expanded facilities

City of Live Oak
Fund 33
Dept 3300 - Gov't Services - General Gov't AB1600



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
REVENUES						
4705	Impact Fees	0	\$ 2,200	0	\$ 116	\$ 2,280
4705	Transfers Road/Signal Fees	0	0	0	0	12,043
4169	Interest Earnings	1,271	1,100	950	2,000	2,500
4170	Unrealized Gain/Loss	77	1,100	(188)	0	0
	TOTAL FUND REVENUES	1,348	4,400	762	2,116	16,823
EXPENDITURES						
5341	Professional Services	960	0	2,320	1,200	1,200
	Total Services and Supplies	960	0	2,320	1,200	1,200
5705	Capital Projects	12,559	330,000	0	0	343,000
	Total Capital Outlay	12,559	330,000	0	0	343,000
	TOTAL FUND EXPENDITURES	\$ 13,519	\$ 330,000	\$ 2,320	\$ 1,200	\$ 344,200

4705 Note: Transfer "Road/Signal Fees" corrects FY 15-16 overallocation to Road/Signal fund

5705 Note: AB1600 Impact fees can only be used for new equipment and/or new and expanded facilities

City of Live Oak
Fund 34
Department 3400 - Public Safety - Police AB1600



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
REVENUES						
4705	Impact Fees	0	\$ 1,200	0	\$ 63	\$ 1,250
	Transfers Road/Signal Fees	0	0	0	0	6,596
4169	Interest Earnings	551	400	427	900	1,200
4170	Unrealized Gain/Loss	34	0	(82)	0	0
	TOTAL FUND REVENUES	585	1,600	345	963	9,046
EXPENDITURES						
5341	Professional Services	0	0	0	0	0
	Total Services and Supplies	0	0	0	0	0
5703	Vehicles	0	0	0	0	0
5705	Capital Projects	0	146,000	0	0	157,000
	Total Capital Outlay	0	146,000	0	0	157,000
	TOTAL FUND EXPENDITURES	0	\$ 146,000	0	0	\$ 157,000

4705 Note: Transfer "Road/Signal Fees" corrects FY 15-16 overallocation to Road/Signal fund

5705 Note: AB1600 Impact fees can only be used for new equipment and/or new and expanded facilities

City of Live Oak
Fund 35
Dept 3500 - Public Safety - Fire AB1600



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
REVENUES						
4705	Impact Fees	0	\$ 3,400	0	\$ 176	\$ 3,450
4705	Transfer Road/Signal Fees	0	0	0	0	18,289
4169	Interest Earnings	356	300	276	600	800
4170	Unrealized Gain/Loss	27	0	(53)	0	0
	TOTAL FUND REVENUES	383	3,700	223	776	22,539
EXPENDITURES						
5341	Professional Services	0	0	0	0	0
	Total Services and Supplies	0	0	0	0	0
5705	Capital Projects	0	90,000	0	0	115,200
	Total Capital Outlay	0	90,000	0	0	115,200
	TOTAL FUND EXPENDITURES	0	\$ 90,000	0	0	\$ 115,200

4705 Note: Transfer "Road/Signal Fees" corrects FY 15-16 overallocation to Road/Signal fund

5705 Note: AB1600 Impact fees can only be used for new equipment and/or new and expanded facilities

City of Live Oak
Fund 36
Dept 3600 Roads/Signals AB1600



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
REVENUES						
4705	Impact Fees	\$ 453,937	\$ 6,100	\$ 4,360	\$ 3,849	\$ 6,100
4169	Interest Earnings	1,448	1,000	1,605	3,400	4,000
4170	Unrealized Gain/Loss	247	0	(306)	0	0
TOTAL FUND REVENUES		455,633	7,100	5,659	7,249	10,100

EXPENDITURES						
5341	Professional Services	0	0	0	1,200	1,200
5705	Capital Projects	0	240,000	0	0	508,000
5901	Transfers to Other DIF funds	0	0	0	0	53,219
Total Capital Outlay		0	240,000	0	1,200	562,419
TOTAL FUND EXPENDITURES		0	\$ 240,000	0	\$ 1,200	\$ 562,419

5705 Note 1: AB1600 Impact fees can only be used for new equipment and/or new and expanded facilities

5901 Note 2: "Transfers to Other DIF Funds" corrects FY 15-16 overallocation to Road/Signal fund

City of Live Oak
Fund 39
Department 3900 - Flood Control AB1600



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
REVENUES						
4705	Impact Fees (See Note 1)	0	0	0	0	0
4169	Interest Earnings	394	300	305	700	900
4170	Unrealized Gain/Loss	23	0	(58)	0	0
TOTAL FUND REVENUES		\$ 416	\$ 300	\$ 247	\$ 700	\$ 900
EXPENDITURES						
5341	Professional Services	0	0	0	0	0
Total Services and Supplies		0	0	0	0	0
5705	Capital Projects	0	104,000	0	105,000	0
Total Capital Outlay		0	104,000	0	105,000	0
TOTAL FUND EXPENDITURES		0	\$ 104,000	0	105,000	0

Note 1: This drainage fee superceded by storm drain connection fee and is no longer collected

Note 2: AB1600 Impact fees can only be used for new or expanded facilities

City of Live Oak
Fund 40
Dept 4000 -State Grant Fund
Solar Study, Solar Project, Test Well & Well #7



Acct#	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals Thru Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
Solar Study Grant						
Revenues						
4601	Grant Revenue Solar Study	74,525	53,116	0	28,969	0
	Subtotal	74,525	53,116	0	28,969	0
Expenditures						
5341	Professional Services	313	53,116	0	0	0
7403	Project Engineering Report	11,187	0	0	0	0
7404	Environ Doc and Permitting	0	0	0	0	0
7405	Project Administration	23,009	0	9,729	28,969	0
7406	Legal CWSRF Application	0	0	0	0	0
	Subtotal	34,509	53,116	9,729	28,969	0
Solar Project Implementation						
Revenues						
	Grant Revenue Solar Project	0	0	0	0	1,650,000
	Loan Proceeds Solar Project	0	0	0	0	550,000
	Subtotal	0	0	0	0	2,200,000
Expenditures						
	Project Implementation	0	0	0	0	2,200,000
	Subtotal	0	0	0	0	2,200,000
Test Well Grant						
Revenues						
	Grant Revenue Test Well	0	\$ 34,471	0	0	0
	Subtotal	0	34,471	0	0	0
Expenditures						
7405	Project Administration	563	34,471	0	0	0
7407	Drill and Abandon Test Wells	0	0	0	0	0
	Subtotal	563	34,471	0	0	0
Total Fund 40 Revenues		74,525	87,587	0	28,969	2,200,000
Total Fund 40 Expenditures		35,072	87,587	9,729	28,969	2,200,000

City of Live Oak
Fund 52
Dept 5200 - Storm Drain Connection Fees



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals Thru Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
REVENUES						
4403	Connection Fees	0	\$ 7,900	\$ 15,293	\$ 15,293	\$ 7,900
4169	Interest Earnings	1,343	1,000	1,068	2,300	2,500
4170	Unrealized Gain/Loss	77	0	(199)	0	0
	Total Revenues	1,420	8,900	16,161	17,593	10,400
EXPENDITURES						
5341	Professional Services	0	0	0	0	0
	Total Services and Supplies	0	0	0	0	0
5901	Transfers Water Well #7	0	0	0	0	18,000
5901	Transfers Fund 05 Soccer Park	0	0	0	214,419	0
5705	Capital Projects	0	358,000	0	0	150,000
	Total Capital Outlay	0	358,000	0	214,419	168,000
	Total Expenditures	0	\$ 358,000	0	214,419	\$ 168,000

5705 Note: For City designated storm drain related projects

City of Live Oak
Fund 67
Department 6700 - CDBG
Skate Park, Water Main, Pennington Rd, Misc Projects



Description		Actual Expenditure FY 2015-16	Budget FY 2016-17	Actuals Thru Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
Revenues						
4601	Grant Proceeds	153,754	1,933,219	26,922	559,183	1,713,822
	Transfers Program Income	0	0	0	60,000	100,000
Total All Revenues		\$ 153,754	\$ 1,933,219	\$ 26,922	\$ 619,183	\$ 1,813,822
Expenditures						
6018	Skate Park					
	Transfers Fund 05 Skate Park	0	607,400	0	512,183	158,000
		0	607,400	0	512,183	158,000
6022	Pennington Rd Water Main					
	Transfers Fund 05 County Program Inc	33,610	75,838	9,471	15,000	550,000
		33,610	75,838	9,471	15,000	550,000
6020	Pennington Rd East					
	Pennington Rd East	33,610	1,065,379	0	15,000	988,822
	Transfers Program Income	0	0	0	0	100,000
		33,610	1,065,379	0	15,000	1,088,822
6700	CDBG Grant Administration					
6001	General Administration	24,129	127,535	12,860	17,000	17,000
6019	Activity Delivery	35,943	57,067	4,591	0	0
	Subtotal	60,072	184,602	17,451	17,000	17,000
Total All Expenditures		\$ 127,292	\$ 1,933,219	\$ 26,922	\$ 559,183	\$ 1,813,822

City of Live Oak
Fund 85
Department 8500 - 14-HOME-9274
Maple Park Phase 2 Housing Development



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
REVENUES						
4601	Grant Proceeds	\$ 1,995,624	\$ 1,593,462	\$ 1,484,409	\$ 1,482,219	\$ 2,000
4169	Interest Earnings	0	0	0	0	0
	TOTAL FUND REVENUES	<u>1,995,624</u>	<u>1,593,462</u>	<u>1,484,409</u>	<u>1,482,219</u>	<u>2,000</u>
EXPENDITURES						
6001	General Administration	34,958	2,092	4,120	5,000	2,000
6003	Activity Delivery	0	35,000	0	0	0
6010	Rental Housing Construction	1,949,814	1,556,370	1,477,219	1,477,219	0
	Total Grant Expenditures	<u>1,984,772</u>	<u>1,593,462</u>	<u>1,481,339</u>	<u>1,482,219</u>	<u>2,000</u>
	Departmental Grand Total	<u>\$ 1,984,772</u>	<u>\$ 1,593,462</u>	<u>\$ 1,481,339</u>	<u>\$ 1,482,219</u>	<u>\$ 2,000</u>

City of Live Oak
Fund 90
Dept 9000 - CDBG Housing Rehab Program Income



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
REVENUES						
	Other CDBG Program Income	0	0	0	466	30,000
4901	89-STBG	0	0	6,089	6,089	0
4903	94-STBG-804 Program Income	\$ 4,185	\$ 9,000	\$ 7,813	\$ 17,526	\$ 18,000
4905	94-STBG-1252 Program Income	\$ (15)	0	\$ 21	\$ 21	0
4906	99-STBG-1371 Program Income	5,024	4,000	125	2,630	3,500
4907	02-STBG 1710 Program Income	(26)	32,000	0	0	0
4951	98-EDBG-609 Program Income	908	3,000	582	3,620	4,000
4169	Interest Earnings	333	300	376	500	800
4170	Unrealized Gain/Loss	36	0	(74)	0	0
	TOTAL FUND REVENUES	10,445	48,300	14,933	30,852	56,300
EXPENDITURES						
	Transfer Pennington Rd East	0	0	0	0	100,000
5901	Interfund Transfer CDBG Prog	24,129	107,000	0	0	
	Total Interfund Transfers	24,129	0	0	0	100,000
6003	Activity Delivery	0	0	0	0	60,000
6005	Housing Rehabilitation	0	0	0	0	0
	Total Grant Expenditures	0	0	0	0	60,000
	Departmental Grand Total	\$ 24,129	0	0	0	\$ 160,000

City of Live Oak
Fund 92
Department 9200 - HOME Program Income



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
REVENUES						
4972	HOME-Program Income	\$ 8,371	\$ 2,000	\$ 975	\$ 235,000	\$ 30,000
4978	11-HOME-7661 Program Income	31,755	32,000	65,170	0	0
4169	Interest Earnings	(16)	-	248	300	500
	TOTAL FUND REVENUES	40,110	34,000	66,393	235,300	30,500
EXPENDITURES						
6001	General Administration	3,427	5,000	6,638	6,638	5,000
6003	Activity Delivery	0	0	0	0	25,500
6010	Eligible Housing Activities	810	0	89,151	89,151	250,000
	Total Grant Expenditures	4,237	5,000	95,789	95,789	280,500
	Departmental Grand Total	\$ 4,237	\$ 5,000	\$ 95,789	\$ 95,789	\$ 280,500

6010 For City designated housing activities

City of Live Oak
Fund 95
Dept 9500-CDBG General Admin Program Income



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals through Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
REVENUES						
4903	Program Income	\$ 3,297	\$ 3,500	\$ 2,264	\$ 3,700	\$ 3,700
4905	94-STBG-1252 Program Income	60	0	0	0	0
4906	99-STBG-1371 Program Income	3,878	500	102	0	0
4951	98-EDBG-609 Program Income	600	1,000	494	0	0
4169	Interest Earnings	43	0	0	0	0
4170	Interest Earnings	(20)	0	0	0	0
	TOTAL FUND REVENUES	7,857	5,000	2,861	3,700	3,700
EXPENDITURES						
6001	General Administration	0	5,000	0.00	3,700	3,700
	Total Grant Expenditures	0	5,000	0.00	3,700	3,700
	Departmental Grand Total	0	\$ 5,000	0.00	\$ 3,700	\$ 3,700

City of Live Oak
Fund 05 (Subfunds 500-509)
Capital Improvement Projects
General Government



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals Thru Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
500 General Government						
Revenues						
	Grant Proceeds	0	0	0	0	0
	Loan Proceeds	0	600,000	0	0	600,000
	Transfers In	163,714	10,000	0	45,607	0
		<u>163,714</u>	<u>610,000</u>	<u>0</u>	<u>45,607</u>	<u>600,000</u>
Expenditures						
5901	Transfers Out	98,885	0	0	0	0
7003	City Hall Generator	8,353	0	0	0	0
7012	Downtown Reinvestment Plan	52,982	10,000	0	0	0
7014	New Fire Engine Type I	0	600,000	0	0	600,000
7015	County Library Building	2,500	50,000	0	50,000	0
7016	Parking Lot Community Garden	994	45,000	0	45,000	0
7017	Live Oak Info Message Sign	0	30,000	24,261	24,261	0
7018	Community Building Floor	0	25,000	21,346	21,346	0
		<u>163,714</u>	<u>760,000</u>	<u>45,607</u>	<u>140,607</u>	<u>600,000</u>

City of Live Oak
Fund 05 (Subfunds 510 thru 519)
Capital Improvement Projects
Parks & Recreation



Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals Thru Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
0510 Parks and Recreation					
Revenues					
Grant Proceeds	1,417,779	0	0	0	0
Transfers In	51,824	0	0	63,937	0
Subtotal	1,469,603	0	0	63,937	0
Expenditures					
7111 Rec Trail Segment 3	13,207	0	0	0	0
7112 Rec Trail Segment 4	994	0	4,543	4,543	0
7113 Live Oak Soccer Park	1,417,779	0	26,888	26,888	0
7114 Bicycle/Ped/Trails Master Plan	37,623	0	28,516	28,216	0
7115 Memorial Park Imp Base	-	32,000	4,290	32,000	0
Subtotal	1,469,603	32,000	64,237	91,647	0
6018 Skate Park					
Revenues					
CDBG Transfers Activity Delivery	60,439	54,091	0	0	0
CDBG Fund 67 Tranfers		607,400	0	512,183	158,000
General Fund Reserves Transfers	0	0	0	0	94,000
Subtotal	60,439	661,491	0	512,183	252,000
Expenditures					
Skate Park Project	60,439	607,400	142,743	512,183	252,000
Activity Delivery	0	54,091	0	0	0
Subtotal	60,439	661,491	142,743	512,183	252,000
Soccer Park Phase 2					
Revenues					
HRPP Grant	0	0	0	0	410,550
Other Sources	0	0	0	0	0
Subtotal	0	0	0	0	410,550
Expenditures					
Plan Design Eng. & Environmental	0	0	0	0	0
Construction Implementation	0	0	0	0	410,550
Subtotal	0	0	0	0	410,550

City of Live Oak
Fund 05 (Subfunds 520 thru 559)
Capital Improvement Projects



Acct #	Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals Thru Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
520 Streets and Roads						
Revenues						
	Grant Proceeds	0	\$ 1,510,370	0	0	0
	Transfers In	346,015	901,630	0	777,192	35,000
	Subtotal	346,015	2,412,000	0	777,192	35,000
520 Expenditures						
7106	City "Welcome" Signs	0	\$ 50,000	43,844	\$ 46,000	\$ 35,000
7202	Elm Street Traffic Signal	12,853	0	0	0	0
7217	Pennington water main (see Fund 67)	0	660,000	0	0	0
7220	O Street/Kola Street	118,192	550,000	731,192	731,192	0
7216	Pennington Rd East (see Fund 67)	333	\$ 1,137,000	0	0	0
7221	2015 Streets Rehab/Alley	214,637	15,000	0	0	0
	Subtotal	346,015	2,412,000	775,036	777,192	35,000
521 Pennington Rd West Federal FHWA Funding						
Revenues						
	Federal FHWA Funding	0	\$ 920,000	0	\$ 16,909	\$ 818,296
	Transfers Drainage Connection	0	0	0	0	0
	Transfers Sewer Fund	0	0	0	0	0
	Transfers Water Connection	0	0	0	0	0
	Other	0	115,000	0	0	199,795
	Subtotal	0	\$ 1,035,000	0	\$ 16,909	\$ 1,018,091
Expenditures						
	Project Administration	14,352	0	3,909	3,909	0
	Plan Design Eng. & Environmental	0	0	0	13,000	0
	Construction Implementation	0	1,035,000	0	0	1,018,091
	Other	0	0	0	0	0
	Subtotal	\$ 14,352	\$ 1,035,000	\$ 3,909	\$ 16,909	\$ 1,018,091

City of Live Oak
Fund 05 (Subfunds 560 thru 579)
Capital Improvement Projects
Water and Sewer



Description	Actual Expenditure FY 2015-16	Adopted Budget FY 2016-17	Actuals Thru Mar FY 2016-17	Projected FY 2016-17	City Manager Proposed FY 2017-18
561 Well #7 Project					
Revenues					
Grant Revenue Well #7	0	\$ 2,000,100	0	\$ 800,100	\$ 1,200,000
Transfers Drainage Connection	0	0	0	0	18,000
Transfers Sewer Fund	0	0	0	0	464,000
Transfers Water Connection	0	679,269	0	0	715,000
Other	0	0	0	0	0
Subtotal	0	\$ 2,679,369	0	800,100	\$ 2,397,000
Expenditures					
Project Administration	6,579	0	6,068	0	0
Plan Design Eng. & Environmental	0	0	247,171	0	0
Construction Implementation	0	2,679,369	206,932	800,100	2,397,000
Subtotal	\$ 6,579	\$ 2,679,369	\$ 460,171	\$ 800,100	\$ 2,397,000
562 Pennington Rd Water Main County Program Income					
Revenues					
County Program Income Grant	33,610	660,000	9,471	15,000	550,000
Transfer Live Oak Program Income					94,000
Transfers Water Connection	0	0	0	0	225,000
Subtotal	33,610	660,000	9,471	15,000	869,000
Expenditures					
Project Implementation	33,610	75,838	9,471	15,000	869,000
Other	0	0	0	0	0
Subtotal	33,610	75,838	9,471	15,000	869,000
563 Pennington Rd East					
Revenues					
Pennington Rd East	33,610	1,065,379	0	15,000	988,822
Transfers Program Inc Fd 90	0	0	0	0	100,000
Subtotal	33,610	1,065,379	0	15,000	1,088,822
Expenditures					
Project Implementation	33,610	1,065,379	0	15,000	1,088,822
Subtotal	33,610	1,065,379	0	15,000	1,088,822

CITY OF LIVE OAK

INVESTMENT POLICY (June 2017)

I. Introduction

The purpose of this document is to identify various policies and procedures that enhance opportunities for a prudent and systematic investment process and to organize and formalize investment-related activities. Related activities, which comprise sound cash management, include accurate cash flow projections, control of disbursements, expedient collection of revenues, cost effective banking relations and a short term borrowing program, which coordinates investment opportunity with working capital requirements. The ultimate goal is to enhance the economic status of Live Oak while protecting its pooled cash resources.

The investment policies and practices of the City of Live Oak are based on state law and prudent money management. All funds will be invested in accordance with the City's Investment Policy and the authority governing investments for municipal governments as set forth in the California Government Code, Sections 53601 through 53659. Any investment of bond proceeds are be restricted by the provisions of relevant bond documents.

II. Scope

It is intended that this policy cover all short-term operating funds and investment activities of the City. These funds are accounted for in the annual audit report, and include:

- ◇ General Fund
- ◇ Special Revenue Funds
- ◇ Debt Service Funds
- ◇ Capital Projects Funds
- ◇ Enterprise Funds
- ◇ Internal Service Funds
- ◇ Fiduciary Funds

This investment policy applies to all *City* transactions involving the financial assets and related activity of the above-mentioned funds. Any additional funds that may be created from time to time shall also be administered with the provisions of this policy and comply with current State Government Code.

III. Prudence (Standard of Care)

The City of Live Oak operates its pooled idle cash investments under the prudent man rule (Civil Code Section 2261, et. seq.). In addition, Government Code Section 53600.3 provides that those persons to whom investment decisions have been delegated are trustees with a fiduciary responsibility to act as a prudent investor.

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Investments shall be made with judgment and care - under circumstances then prevailing - which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived. This affords a broad spectrum of investment opportunities as long as the investment is deemed prudent under current law.

The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. All persons investing, reinvesting, purchasing, acquiring, exchanging, selling and managing public funds shall act with care, skill, prudence and diligence under the circumstances then prevailing that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the City.

It is the City's intent at the time of purchase to hold all investments until maturity to ensure the return of all invested principal dollars but sales prior to maturity are permitted.

IV. Objectives

A. Investment Criteria:

Government Code Section 53600.5 states: "When investing, reinvesting, purchasing, acquiring, exchanging, selling and managing public funds, the primary objective of the trustee shall be to safeguard the principal of funds under its control. The secondary objective shall be to meet the liquidity needs of the depositor. The third objective shall be to achieve a return on the funds under its control".

Simply stated, safety of principal is the foremost objective, followed by liquidity and return on investment (known as yield). Each investment transaction shall seek to first ensure the capital losses are avoided, whether they are from market erosion or security defaults.

The primary objectives, in priority order, of the City's investment activities shall be:

1. **Safety** - Safety of principal is the foremost objective of the investment program. The City's investments shall be undertaken in a manner that

CITY OF LIVE OAK

INVESTMENT POLICY (June 2017)

seeks to ensure preservation of capital in the portfolio. The City shall seek to preserve principal by mitigating the two types of risk, credit risk and market risk. Investment decisions should not incur unreasonable credit or market risks in order to obtain current investment income.

- a. Credit Risk: Defined as the risk of loss due to failure by the issuer of a security
 - b. Market Risk: Defined as the risk of market value fluctuations due to overall changes in the general level of interest rates.
2. **Liquidity** - The City's investment portfolio will remain sufficiently liquid to enable the City to meet its cash flow requirements. An adequate portion of the portfolio should be maintained in liquid short term securities which can be converted to cash and guarantee the City's ability to meet operating expenditures.
 3. **Return on Investment (Yield)** - The City's investment portfolio shall be designed with the objective of attaining a market rate of return on its' investments consistent with the constraints imposed by its safety objective and cash flow considerations. Yield is to be a consideration only after the basic requirements of adequate safety and liquidity have been met.

B. Market Rate of Return

The investment portfolio shall be managed to attain a market average rate of return throughout budgetary and economic cycles. This takes into account the City's cash flow requirements and investment risk constraints, state and local laws and ordinances or resolutions that restrict the placement of short term funds.

C. Performance Standards

The investment portfolio shall be managed with the objective of producing a yield meeting or exceeding the average return on the one year U.S. Treasury. This index is considered a benchmark for low to moderate risk investment transactions. Therefore, they comprise a minimum standard for the portfolio's rate of return. The investment program shall seek to augment returns above this threshold, consistent with risk limitations identified herein and prudent investment principles. This benchmark will be reviewed thoroughly and may be adjusted as required by market conditions to prevent incurring unreasonable risks to attain yield.

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INVESTMENT POLICY (June 2017)

D. Diversification

The investment portfolio shall be diversified to prevent incurring unreasonable and avoidable risks regarding specific security types, individual financial institutions or maturity segments.

E. Public Trust

Public Trust - All participants in the investment process shall act responsibly as custodians of the public trust. Investment officials shall recognize that the investment portfolio is subject to public review and evaluation. The overall program shall be designed and managed with a degree of professionalism that is worthy of the public trust.

V. Delegation of Authority

The management and oversight responsibility for the investment program is hereby delegated to the Treasurer who shall monitor and review all investments for consistency with this investment policy. The City Manager and Treasurer shall jointly establish procedures to implement and monitor this investment policy. Such procedures shall include explicit delegation of persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the limits of this policy.

VI. Ethics and Conflict of Interest

Officers and employees involved in the investment process shall refrain from personal business activities that could conflict with proper execution of the investment program, or that could impair their ability to make impartial decisions.

VII. Selection of Financial Institutions and Broker/Dealers

To provide for the optimum yield in the City's portfolio, the City's procedures shall be designed to encourage multiple bids and offers on investment transactions from an approved list of broker/dealers. The Treasurer shall maintain a list of authorized broker/dealers and financial institutions, which are approved for investment purposes, in the State of California, and it shall be the policy of the City to purchase securities only from authorized institutions or firms. The investment guidelines and procedures

CITY OF LIVE OAK

INVESTMENT POLICY (June 2017)

shall identify the criteria under which brokers and dealers may qualify to conduct business with the City.

In order to assist in identifying qualified financial institutions, the Treasurer shall forward copies of the City's investment policy to those financial institutions with which the City is interested in doing business and will require written acknowledgment of the policy. In addition, all dealers approved to do business with the City shall receive a copy of the Investment Policy annually. Confirmation of receipt of this policy shall signify that the dealer understands the Investment Policy and intends to present only appropriate investments.

VIII. Permitted Investment Instruments

Allowable investment instruments are defined in the California Government Code Section 53600 et. seq., as amended. If the Code is further revised to allow additional investments or is changed regarding the limits on certain categories of investments, the City is authorized to conform to these changes, excluding those changes that may be prohibited by this policy. Where Government Code Section specifies a percentage limitation for a particular category of investments, that percentage is only applicable only at the date of purchase.

Investments may be made in the following instruments:

1. Government obligations pledged by the full faith and credit of the United States for the payment of principal and interest.
2. Obligations issued by Agencies or Instrumentalities of the U.S. Government.
3. Repurchase Agreements used solely as short term investments not to exceed one year.

The following collateral restrictions will be observed: Only U.S. Treasury securities or Federal Agency securities will be acceptable collateral. All securities underlying Repurchase Agreements must be delivered to the City's custodian bank versus payment. The market value of securities that underlay a Repurchase Agreement shall be valued at 102 percent or greater of the funds borrowed against those securities and the value shall be reviewed on a regular basis and adjusted no less than quarterly. Since the market value of the underlying securities is subject to daily market fluctuations, the investment in repurchase agreements shall be in compliance if the value of the underlying securities is brought back to 102 percent no later than the next business day. Repurchase Agreements are required to be signed with a bank or dealer prior to investment.

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4. Banker's Acceptances issued by domestic or foreign banks, which are eligible for purchase by the Federal Reserve System, the short term paper of which is rated in the highest category by Moody's Investors Services or by Standard & Poor's Corporation.

Purchases of Banker's Acceptances may not exceed 180 days maturity or 40 percent of the City's surplus money. However, no more than \$2,000,000 of the City's surplus funds may be invested in the Banker's Acceptance of any one commercial bank.

5. Commercial paper rated in the highest short term rating category, as provided by Moody's Investors Service, Inc. (P-1) or Standard & Poor's Corporation (A-1) provided that the issuing corporation is organized and operating within the United States, has total assets in excess of \$500 million, and has an "A" or higher rating for its long term debt, (if any, as provided by Moody's or Standard & Poor's).

Purchases of eligible commercial paper may not exceed 270 days maturity nor represent more than \$1,000,000 from an issuing corporation.

Purchases of commercial paper may not exceed 15 percent of the City's surplus money that may be invested.

6. Medium term corporate notes of a maximum of five years maturity issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States. Medium term corporate notes shall be rated in a rating category of "A" or its equivalent or better by a nationally recognized rating agency.

Investments will be limited to a maximum of 30% of the City's portfolio. The maximum principal amount in any one company will not exceed \$1,000,000.

7. FDIC insured or fully collateralized time certificates of deposit in financial institutions located in California, including United States branches of foreign banks licensed to do business in California. The maximum maturity of a time deposit shall not exceed 180 days. All time deposits must be collateralized in accordance with California Government Code section 53651 and 53652, either using:
 - a) 150% of promissory notes secured by first mortgages and first trust deeds upon improved residential property in California eligible under Section 53601 (m), or
 - b) 110% of eligible marketable securities listed in subsections (a) through

CITY OF LIVE OAK

INVESTMENT POLICY (June 2017)

(l) and (n).

8. Negotiable certificates of deposit or deposit notes issued by a nationally or state chartered bank or a state or federal savings and loan association or by a state licensed branch of a foreign bank; provided that the senior debt obligations of the issuing institution are rated "AA" or better by Moody's or Standard & Poor's.

Purchase of negotiable certificates of deposit may not exceed 30 percent of the City's surplus money.

9. State of California's Local Agency Investment Fund. (LAIF)

Investment in LAIF may not exceed limits as set forth by the LAIF Board and adjusted from time to time. The current per account limit is \$20 million per account.

10. CLASS - the California Pooled Investment Authority - a statewide joint powers authority (JPA), locally controlled by municipal finance professionals. CLASS is a program provided through MBIA Municipal Investors Service Corporation, backed by a letter of credit, and limited to investment practice consistent with California State Government Code Section 53600 et. al.

11. Shares of beneficial interest issued by diversified management companies (Money Market Mutual Funds) investing in the securities and obligations authorized by sections a through l of Government Code section 53601. To be eligible for investment pursuant to this subdivision these companies shall either: (1) attain the highest ranking letter or numerical rating provided by not less than two of the three largest nationally recognized rating services or (2) have an investment advisor registered with the Securities and Exchange Commission with not less than five years experience investing in securities and obligations authorized by Government Code Section 53601 and with assets under management in excess of \$500,000,000.

The purchase price of shares shall not exceed 10 percent of the City's surplus money.

Table A summarizes the maximum percentage and maturity limits, plus other constraints, by instrument, established for the City's total pooled funds portfolio.

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IX Safekeeping of Securities

To protect against fraud or embezzlement or losses caused by collapse of an individual securities dealer, all securities owned by the City shall be held in safekeeping by a third party bank trust department. Designated third party's shall act as agent for the City under the terms of a custody agreement or PSA agreement (repurchase agreement collateral). All trades executed by a dealer will settle **delivery vs. payment (DVP)** through the City's safekeeping agent. Original copies on non-negotiable certificates of deposit and confirming copies (safekeeping receipts) of all other investment transactions must be delivered to the City. Investment officials shall be bonded to protect the public against possible embezzlement or malice.

Securities held in custody for the City shall be independently audited on an annual basis to verify investment holdings.

X Maximum Maturity

Investment maturities shall be based on a review of cash flow forecasts. Maturities will be scheduled so as to permit the City to meet all projected obligations.

Investments that mature more than five years from the date of purchase cannot occur without prior approval of the City Council or Agency Board. As defined in Government Code Section 53601, "no investment shall be made in any security... that at the time of investment has a term remaining to maturity in excess of five years, unless the legislative body has granted express authority to make that investment either specifically or as a part of an investment approved by the legislative body no less than three months prior to the investment."

XI Ineligible Investments

Certain investments are prohibited under Government Code Sections 53601.6 and 53631.5. Security types, which are prohibited, include, but are not limited to:

- (a) "Complex" derivative structures such as range notes, dual index notes, inverse floaters, leveraged or deleveraged floating rate notes, or any other complex variable rate or structured note.
- (b) Interest only strips that are derived from a pool of mortgages or any security that could result in zero interest accrual if held to maturity.

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(c) Reverse Repurchase Agreements.

Purchasing these types of instruments does not coincide with this Policy's objectives and would require a thorough review and monitoring of the underlying security. Although some of these transactions are legal under Government Code, they do not meet the objectives contained herein.

By virtue of the allowable investment in the State or CLASS Pools, the City is investing idle cash with a large number of government agencies. The Pools are managed by outside administrators and are subject of the Government Codes as well as policies put in place by their governing boards. Either Pool's investment policy may allow for investment in some of the prohibitions noted above for San Rafael. Investment in the State and County Pools is permitted, assuming a diminutive portion of their portfolio (10% or less) is tied to the high-risk products noted above. The Treasurer responsible to monitor and review the Pooled funds portfolio on an ongoing basis. The City shall take any necessary action should either Pool exceed the allowable 10% limit.

XII Reporting Requirements

Pursuant to Government Code Section 53646, the Treasurer shall render to the City Council and agency board a separate monthly investment report, which shall include, at a minimum, the following information for each individual investment:

- Type of investment instruments (i.e. Treasury Bill, medium term note)
- Issuer names (i.e., General Electric)
- Purchase date (trade and settlement date)
- Maturity date
- Par value
- Current rate of interest
- Purchase price
- Current market value and the source of the valuation
- Overall portfolio yield based on cost
- Weighted average days to maturity

The monthly report also shall (i) state compliance of the portfolio to the statement of investment policy, or manner in which the portfolio is not in compliance, (ii) include a description of any of the City's funds, investments or programs that are under the management of contracted parties, including lending programs, and (iii) include a statement denoting the ability of the City to meet its expenditure requirements for the

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next six months, or provide an explanation as to why sufficient money shall, or may, not be available.

Market value adjustments, as required under Government Accounting Standards Board (GASB), are treated as year-end accounting adjustments to the financial records of the City. Monthly investment reports will demonstrate market fluctuations and continue to compare purchase price versus market value status. Accounting adjustments under GASB, which compare changes to beginning and ending par market value in each fiscal year, are not included as part of monthly investment reports.

This monthly report shall be submitted to the City Council and within 30 days following the end of the month. Reporting to the California Debt and Investment Advisory Commission (CDIAC) commenced in January 2001. Live Oak will comply with CDIAC or any other oversight agency reporting requirements.

XIII Policy Adopting Changes and Updates

The Treasurer shall annually render to the Council a statement of investment policy, which the Council shall consider at a public meeting.

The policy shall be reviewed annually by the City Manager and Treasurer to ensure its consistency with the global objective of preservation of investment principal, sufficient liquidity, rate of return and relevance to current laws and financial trends. Any modifications to the policy must be approved by the City Council.

XIV Internal Controls

The Treasurer shall establish and implement a system of internal controls, which shall be documented in writing. The controls shall be designed to prevent losses of public funds arising from fraud, employee error, and misrepresentation by third parties, unanticipated changes in financial markets or imprudent actions by employees and officers of the City.

XV Depositories

The Treasurer shall establish selection criteria for pre-approval of institutions that do business with the City of Live Oak. To qualify for consideration, an institution must have an office in California and that office must perform the transactions with the City. The Treasurer will maintain a listing of approved institutions.

XVI Risk Tolerance

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The City recognizes that investment risk can result from issuer defaults, market price changes or various technical complications leading to temporary illiquidity. Portfolio diversification is employed as a way to minimize and control these risks.

GLOSSARY OF TERMS

Bankers' Acceptances - negotiable time drafts or bills of exchange drawn on and accepted by a commercial bank. Acceptance of the draft obligates the bank to pay the bearer the face amount of the draft at maturity. In addition to the guarantee by the accepting bank, the transaction is identified with a specific commodity. The sale of the underlying goods will generate the funds necessary to liquidate the indebtedness. Banker's Acceptances are usually created to finance the import and export of goods, the shipment of goods within the United States and the storage of readily marketable staple commodities. Banker's Acceptances are sold at a discount from par and the amount and maturity dates are fixed. Bankers' Acceptances have the backing of both the bank and the pledged commodities with no known principal loss in over 70 years. State law permits cities to invest up to 40% in bankers' acceptances.

Certificate of Deposit - A deposit insured up to \$100,000 by the FDIC at a set rate for a specified period of time.

Collateral - Securities, evidences of deposit or pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposit of public moneys.

Corporate Medium Term Notes - Unsecured promissory notes issued by corporations operating within the United States. The notes mature in one to five year periods. Purchase of these notes may not exceed 30% of the City's portfolio and the notes must have at least an "A" rating by a nationally recognized rating service.

Commercial Paper - An unsecured promissory note of industrial corporations, utilities and bank holding companies having assets in excess of \$500 million and an "A" or higher rating for the issuer's debentures. Interest is discounted from par and calculated using the actual number of days on a 360-day year. The notes are in bearer form, mature from one to 270 days and generally start at \$100,000. There is a secondary market for commercial paper and an investor may sell them prior to maturity. Unused lines of credit back commercial paper from major banks. State law permits cities to invest up to 30% in commercial paper.

Credit Risk - Defined as the risk of loss due to failure of the issuer of a security. This loss shall be mitigated by investing in investment grade securities and by diversifying the investment portfolio so that the failure of any one issuer does not unduly harm the City's capital base and cash flow.

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Current Yield - The interest paid on an investment expressed as a percentage of the current price of the security.

Custody - A banking service that provides safekeeping for the individual securities in a customer's investment portfolio under a written agreement which also calls for the bank to collect and pay out income, to buy, sell, receive and deliver securities when ordered to do so by the principal.

Delivery vs. Payment (DVP) - Delivery of securities with a simultaneous exchange of money for the securities.

Fannie Mae - Trade name for the Federal National Mortgage Association (FNMA), a United States sponsored corporation.

Federal Reserve System - The central bank of the United States which consists of a seven member Board of Governors, 12 regional banks and 5,700 commercial banks that are members.

Federal Deposit Insurance Corporation (FDIC) - Insurance provided to customers of a subscribing bank that guarantees deposits to a set limit (currently \$100,000) per account.

Freddie Mac - Trade name for the Federal Home Loan Mortgage Corporation (FHLMC), a United States sponsored corporation.

Ginnie Mae - Trade name for the Government National Mortgage Association (GNMA), a direct obligation bearing the full faith and credit of the United States Government.

Interest Rate - The annual yield earned on an investment, expressed as a percentage.

Liquidity - Refers to the ability to rapidly convert an investment into cash.

Local Agency Investment Fund (LAIF) Demand Deposit - Was established by the state to enable treasurers to place idle funds in a pool for investment. Each agency is currently limited by LAIF to an investment of \$30 million plus any bond proceeds.

Market Risk - Defined as market value fluctuations due to overall changes in the general level of interest rates. Adverse fluctuation possibilities shall be mitigated by limiting the maximum maturity of any one security to five years, structuring the portfolio based on historic and current cash flow analysis, and eliminating the need to sell securities prior to maturity. Also, avoiding the purchase of long-term securities for the sole purpose of short-term speculation mitigates marker risk.

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Market Value - The price at which a security is trading and could presumably be purchased or sold.

Maturity - the date the principal or stated value of an investment becomes due and payable.

Portfolio - Collection of securities held by an investor.

Purchase Date - The date in which a security is purchased for settlement on that or a later date.

Rate of Return - The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond or the current income return.

Repurchase Agreement (REPO) - Are contractual arrangements between a financial institution or dealer and an investor. The investor puts up their funds for a certain number of days at a stated yield. In return, they take title to a given block of securities as collateral. At maturity, the securities are repurchased and the funds are repaid with interest.

Reverse Repurchase Agreement (Reverse REPO) - A transaction where the seller (City) agrees to buy back from the buyer (bank) the securities at an agreed upon price after a stated period of time.

Sallie Mae - Trade name for the Student Loan Marketing Association (SLMA), a United States sponsored corporation.

Treasury Bills - United States Treasury Bills which are short term, direct obligations of the United States Government issued with original maturities of 13 weeks, 26 weeks and 52 weeks; sold in minimum amounts of \$10,000 in multiples of \$5,000 above the minimum. Issued in book entry form only. T-bills are sold on a discount basis.

United States Government Agencies - Instruments issued by various United States Government Agencies most of which are secured only by the credit worthiness of the particular agency.

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Permitted Investments
Table A

Permitted Investments	State Code Legal Limit (% or \$)	City Policy Legal Limit (% or \$)	Maximum Maturity Constraints	City Policy Other Constraints
U.S. Government Obligations	Unlimited	Unlimited	5 years *	None
U.S. Government Agencies & Instruments	Unlimited	Unlimited	5 years *	None
Repurchase Agreements	Unlimited	Unlimited	1 year	102% Market value on underlying securities
Bankers Acceptances	40%	40%	180 days	No more than \$2,000,000 invested in any one commercial bank
Commercial Paper	30%	30%	270 days	U.S. Corporations with assets in excess of \$500,000,000; "A" debt rating; maximum of \$1,000,000 from an issuing corporation
Medium Term Corporate Notes	30%	30%	5 years	U.S. Corporations; "A" debt rating maximum of \$1,000,000 per issuing company
Certificates of Deposit	Unlimited	Unlimited	5 years *	Must be collateralized to 110% of the CD value by other eligible securities or 150% by promissory notes secured by California Deeds & Mortgages
Negotiable Certificates of Deposit	30%	30%	5 years *	State and Federally chartered banks and savings institutions, "AA" rating by one agency
LAIF State Pool	\$30,000,000 **	\$30,000,000 **	N/A	Limited to 10 transactions per month, per account, per State Policy - last changed 7/1/98
CLASS	Unlimited***	Unlimited** *	N/A	None
Mutual Funds	15%	10%	N/A	Funds invested as defined in Section 53601 (a) to (l); highest debt rating from 2 of top 3 national rating services OR investment advisor registered with SEC for at least 5 years and assets under management in excess of \$500,000,000.

* Maximum terms unless the City Council expressly authorizes longer maturities and within the prescribed time frame for said approval.

**Not set by Government Code, but instead by LAIF Governing Board.

***Investment limits set by California Pooled Investment Authority & MBIA

**City of Live Oak
2017/2018 Position Allocation
Permanent Positions**

<u>Department(s)</u>	<u>Position</u>	<u>#</u>
<u>Administration</u>	City Manager	1
	Management Analyst	1
	City Clerk	1
	Financial Analyst /Administrative Assistant	4
	Sub-Total	7
<u>Parks and Recreation</u>	Parks and Recreation Director	1
	Administrative Assistant Public Services	1
	Parks Maintenance Worker I/II/III	2
	Sub-Total	4
<u>Public Works</u>	Public Works Director or	1
	Public Works Facilities Manager/CPO	
	Water Quality Control Operator I/II/III	4
	Facility Maintenance Worker I/II/III	4
	Sub-Total	9
<u>Building</u>	Chief Building Official	1
	Management Analyst	1
	Sub-Total	2
TOTAL PERMANENT POSITIONS		22
<u>ELECTED/APPOINTED POSITIONS</u>		
<u>Council</u>	Mayor	1
	Vice Mayor	1
	City Council Member	3
<u>Appointed</u>	City Treasurer	1