

**AGENDA**  
**REGULAR MEETING OF THE CITY COUNCIL**  
**CITY OF LIVE OAK**  
**WILL BE HELD AT THE LIVE OAK COUNCIL CHAMBERS**  
**8001 SHIN OAK DRIVE**  
**TUESDAY, MAY 13, 2025, AT 7:00 P.M.**

The public may watch the meeting live at [www.liveoaktx.net](http://www.liveoaktx.net) by clicking on the “Live Meetings” button.

- 1. CALL TO ORDER**
- 2. INVOCATION/PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. CITIZENS TO BE HEARD**

**Per City of Live Oak Code of Ordinances**

**Section 2-21.5** (1) Live Oak Municipal Code: The rules of courtesy are adopted for persons in attendance at all meetings of Council include: “Those signed up to speak under Citizens To Be Heard shall be called upon in the order that they have registered. No personal attacks shall be allowed by any speaker.”

**Section 2-21.1** – Preservation of order includes: “The mayor shall preserve order and decorum, prevent personal references to Council Members or impugning of other members’ motives.”

**5. CONSENT AGENDA**

A. Approval of Minutes

- April 29, 2025

**6. SPECIAL CONSIDERATION**

- A. Recognition of Councilmember Place 1 Mendell D. Morgan Jr. – Mayor Dennis
- B. Proclamation for National EMS Week – Chief Surber
- C. Proclamation for Multiple Sclerosis Month – Mayor Dennis
- D. Proclamation for National Public Works Week – Mr. Wagster
- E. Proclamation for National Water Safety Month – Mr. Wagster

**7. NEW BUSINESS**

- A. Discussion and presentation of Certificates of Election, Oath of Office, and Statement of Officers to candidates for three City Council Members Places One, Three, and Five to the City Council and declaring the results and the members as “elected” for the General Election held May 3, 2025 – Mrs. Gaytan and Judge Phillips
- B. Discussion and possible action to elect a Mayor Pro-Tem – City Council
- C. Discussion and possible action regarding an Ordinance adopting a Compensation schedule and implementation procedure for the City Council in accordance with Section 4.04 Compensation of the Charter of The City of Live Oak, Texas – Mrs. Gaytan
- D. Discussion and possible action to approve the Quarterly Investment Report ending March 31, 2025 – Mr. Kowalik
- E. Discussion, and possible action to approve the Quarterly Financial Report ending March 31, 2025 – Mr. Kowalik

- F. Discussion and possible action regarding surplus and disposal of fixed assets with an initial net worth of \$5,000 and over – Mr. Kowalik
- G. Discussion and possible action regarding a Resolution to authorize the City Manager to file a grant application for the FY26 SB 224 Catalytic Converter Grant Program with the Motor Vehicle Crime Prevention Authority Auxiliary Grant Program and authorizing the City Manager or his designee to act on behalf of the City on all matters thereto and related to the application, setting an effective date – Chief Fratus
- H. Discussion and possible action regarding a Resolution to authorize the City Manager to execute a change order for Phase III of the 2022 Bond Improvements to Streets, Bridges, and Sidewalks Project to Texas Materials Group in the amount of \$305,463 – Mr. Wagster

## **8. CITY COUNCIL REPORT**

- A. City Council Members report regarding discussion of City issues with citizens.

## **9. GENERAL ANNOUNCEMENTS FOR CITY COUNCIL AND STAFF**

### **A. City Council**

- Ribbon Cuttings, upcoming City Events, Special meetings and workshops, conferences and special acknowledgements

### **B. Staff**

- Ribbon Cuttings, upcoming City Events, Special meetings and workshops, conferences and special acknowledgements

## **10. ADJOURNMENT**

I certify that the above notice of meeting was posted on the bulletin board of the City Hall, 8001 Shin Oak Drive, City of Live Oak, Texas, on May 8, 2025, by 5:00 p.m.



Isa Gaytan, TRMC  
City Secretary



This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodation or interpretative services must be made 48 hours prior to this meeting. Please contact the City Secretary's Office, for concerns or requests, at (210) 653-9140, Ext. 2213.

The City Council for the City of Live Oak reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by the Texas Open Meetings Act, Texas Governmental Code § 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberation about Security Devices), and 551.086 (Economic Development), and any other provision under Texas law that permits a governmental body to discuss a matter in a closed executive session.

### **REQUEST PHONES BE TURNED OFF, WITH THE EXCEPTION OF EMERGENCY ON-CALL PERSONNEL**

It is possible that a quorum of the Live Oak Economic Development Corporation, Parks and Recreation Commission, Planning and Zoning Commission and Board of Adjustment Commission could attend this meeting. The individual members will not engage in any discussion or deliberation on any matters presented by the agenda.

**MINUTES OF THE  
REGULAR MEETING OF THE CITY COUNCIL  
CITY OF LIVE OAK  
8001 SHIN OAK DRIVE  
TUESDAY, APRIL 29, 2025, 7:00 P.M.**

**1. CALL TO ORDER**

Mayor Dennis called the meeting to order at 7:00 p.m.

**2. INVOCATION/PLEDGE OF ALLEGIANCE**

Completed.

**3. ROLL CALL**

Councilmember Mendell Morgan, present

Mayor Pro-Tem Bob Tullgren, present

Councilmember Dr. Erin Perez, present

Councilmember Ed Cimics, present

Councilmember Aaron Dahl, present

Mayor Mary M. Dennis, present

Anas Garfaoui, City Manager

Ron Ruthven, Assistant City Manager

Chief Michael Fratus, Police Chief

Chief Linc Surber, Fire Chief

Mark Wagster, Director of Public Works

Edmond McNew, Assistant Director of Public Works

Donna Lowder, Manager of Marketing and Economic Development Corporation

Leroy Kowalik, Director of Finance and Administration

Isa Gaytan, City Secretary

Clarissa Rodriguez, City Attorney

**4. CITIZENS TO BE HEARD**

Mr. Arnoldo Salinas at 10335 Windburn Trail Converse, Texas introduced himself and announced he represents Place 5 in the Judson Independent District Board.

**5. CONSENT AGENDA**

**A. Approval of Minutes**

- April 8, 2025

**B. First Quarter 2025 Code Enforcement Report – Mr. Solis**

Motion was made by Mayor Pro-Tem Tullgren and seconded by Councilmember Perez to approve the Consent Agenda.

Vote FOR: Morgan, Tullgren, Perez, Cimics, and Dahl; Passed 5/0

## **6. SPECIAL CONSIDERATION**

### **A. Proclamation for Older Americans Month – Mayor Dennis**

Mayor read the proclamation and presented it to members of SOLO who were present at the meeting.

### **B. Proclamation for Building Safety Month – Mayor Dennis**

Mayor presented the proclamation to Assistant City Manager Ron Ruthven.

### **C. Proclamation for Stroke Awareness Month – Mayor Dennis**

Councilmember Dahl read the proclamation and presented it to Mrs. Suzanne Hildebrand. Mrs. Hildebrand shared important stroke information and handed out informational pamphlets.

### **D. Proclamation for Public Service Recognition Week – Mayor Dennis**

Councilmember Cimics read the proclamation, and Mayor Dennis presented it to City Manager Anas Garfaoui.

### **E. Proclamation for National Police Week – Chief Fratus**

Councilmember Morgan read the proclamation. Mayor Dennis presented it to Chief Fratus. Also present were Assistant Chief Barela, Lieutenant Allen, Lieutenant Hernandez, and Sergeant Atkinson.

### **F. Proclamation for National Drinking Water Week – Mr. Wagster**

Councilmember Dahl read the proclamation and Mayor Dennis presented it to Assistant Public Works Director, Mr. McNew.

### **G. Proclamation for National Nurses Week – Mayor Dennis**

Councilmember Perez read the proclamation. Mayor Dennis presented it to Nurse professionals from Universal Health System who were present to accept the Proclamation.

### **H. Proclamation for Trauma Awareness Month – Mayor Dennis**

Mayor Dennis presented the proclamation to Mrs. Northway and her team who were present to accept the proclamation.

### **I. Proclamation for National Military Appreciation Month (NMAM) – Mayor Dennis**

Councilmember Tullgren read the proclamation. Mayor Dennis acknowledged all who have served and are currently serving by asking them to stay seated and everyone else to stand and honor them.

## **7. NEW BUSINESS**

### **A. Discussion and possible action regarding the Monthly Financial Report ending February 28, 2025 – Mr. Kowalik**

Mr. Kowalik presented the Monthly Financial Report ending February 28, 2025.

Motion was made by Councilmember Dahl and seconded by Councilmember Cimics to approve the Monthly Financial Report ending February 28, 2025.

Vote FOR: Morgan, Tullgren, Perez, Cimics, and Dahl; Passed 5/0

**B. Discussion and possible action regarding the State of the City and the upcoming 2025/2026 budget and processes – Mr. Kowalik**

Mr. Kowalik provided information regarding the State of the City and the upcoming 2025/2026 budget and processes. No action was taken on this item.

**C. Discussion and possible action regarding an Ordinance approving proposed revisions and updates to the City of Live Oak Code of Ordinances, Chapter 24 - Zoning Regulations, Article XII – Administration and Procedures, regarding public notification requirements and site plan approval requirements – Mr. Ruthven**

Mr. Ruthven presented an Ordinance approving proposed revisions and updates to the City of Live Oak Code of Ordinances, Chapter 24 - Zoning Regulations, Article XII – Administration and Procedures, regarding public notification requirements and site plan approval requirements

Motion was made by Councilmember Dahl and seconded by Mayor Pro Tem to approve an Ordinance approving proposed revisions and updates to the City of Live Oak Code of Ordinances, Chapter 24 - Zoning Regulations, Article XII – Administration and Procedures, regarding public notification requirements and site plan approval requirements<sup>25</sup>.

Vote FOR: Morgan, Tullgren, Perez, Cimics, and Dahl; Passed 5/0

**8. CITY COUNCIL REPORT**

Mayor Dennis moved agenda items 8 and 9. Minutes will show order.

A. City Councilmembers' reports regarding discussion of City issues with citizens.

Councilmember Cimics thanked Mayor Dennis and Mayor Pro Tem for their participation in the DEA Drug Take Back event and everyone's support of the event.

Mayor Dennis thanked everyone for the great success of the Eggstravanza event.

**9. GENERAL ANNOUNCEMENTS FOR CITY COUNCIL AND STAFF**

A. City Council

- Ribbon Cuttings, upcoming City Events, Special meetings and workshops, conferences and special acknowledgements

No announcements.

B. Staff

- Ribbon Cuttings, upcoming City Events, Special meetings and workshops, conferences and special acknowledgements

No announcements.

**10. EXECUTIVE SESSION**

A. The City Council will meet in executive session pursuant to Texas Government Code

Section 551.071, Consultation with Attorney, to discuss and receive advice on

- Update City Council on City of Live Oak VS 10804 O'Connor, LLC

Mayor Dennis called the executive session at 7:46 p.m.

B. Reconvene into open session and possible action on any items discussed in executive session.

Mayor called the meeting to reconvene into open session at 8:21 p.m.

Mayor Pro Tem Tullgren made a motion to authorize the City Manager to proceed with the judgement of abatement and all action necessary therewith seconded by Councilmember Morgan

#### **11. ADJOURNMENT 8:22**

Motion was made by Councilmember Dahl and seconded by Councilmember Perez to adjourn the meeting at 8:22 p.m.

**APPROVED:**

**ATTEST:**

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Mary M. Dennis, Mayor

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Isa Gaytan, TRMC  
City Secretary



# CITY COUNCIL AGENDA ITEM FORM

**Meeting Date:** May 13, 2025

**Agenda item:** 6A

**Prepared by:** I. Gaytan, City Secretary

**Reviewed by:** A. Garfaoui, City Manager

**Department:** Administration

**Agenda Item Description:**

Recognition of Councilmember Place 1 Mendell D Morgan Jr.

**Staff Briefing:**

Taking this time to recognize and highlight the selfless commitment that Councilmember Mendell Morgan has dedicated to the City of Live Oak.

**Action:**

- ☐ Ordinance
- ☐ Resolution
- ☐ Proclamation
- ☒ Special Presentation
- ☐ Finance Report
- ☐ Public Hearing
- ☐ Other

Cost:	
Budgeted	
Actual	
Acct. Name	
Acct. Fund	
Other Funding	
Strategic Goal #	3

**Strategic Goals: 1- Stable, 2- Secure, 3 - Supportive and 4 - Beautiful**

**Staff Recommended Motion:**

No motion is necessary.



## CITY COUNCIL AGENDA ITEM FORM

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**Meeting Date:** May 13, 2025

**Agenda item:** 6B

**Prepared by:** L. Surber, Fire Chief

**Reviewed by:** A. Garfaoui, City Manager

**Department:** Fire Department

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**Agenda Item Description:**

Proclamation for National EMS Week.

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**Staff Briefing:**

In 1974, President Gerald Ford authorized EMS Week to celebrate EMS practitioners and the important work they do in our nation's communities. National Emergency Medical Services Week brings together local communities and medical personnel to honor the dedication of those who provide the day-to-day lifesaving services of medicine's frontline.

2025 Theme: "We Care. For Everyone."

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**Action:**

- |  |   |
|--|---|
| <input type="checkbox"/> Ordinance               | <input type="checkbox"/> Resolution           |
| <input checked="" type="checkbox"/> Proclamation | <input type="checkbox"/> Special Presentation |
| <input type="checkbox"/> Finance Report          | <input type="checkbox"/> Public Hearing       |
| <input type="checkbox"/> Other                   |   |

Cost:	
Budgeted	
Actual	
Acct. Name	
Acct. Fund	
Other Funding	
Strategic Goal #	1, 2, 3

**Strategic Goals: 1- Stable, 2- Secure, 3 - Supportive and 4 - Beautiful**

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**Staff Recommended Motion:**

No motion is necessary.





## **PROCLAMATION FOR** **NATIONAL EMS WEEK**

**WHEREAS:** May 18-24, 2025, marks the 51st Anniversary of EMS Week; and

**WHEREAS:** Emergency medical services are a vital public service. The members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week. Access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

**WHEREAS:** The emergency medical services system consists of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, police officers, educators, administrators, pre-hospital nurses, emergency nurses, emergency physicians, trained members of the public, and other out of hospital medical care providers; and

**WHEREAS:** The members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week.

**NOW, THEREFORE,** I, Mary M. Dennis, Mayor of the City of Live Oak, do hereby proclaim May 18-24, 2025, as National Emergency Medical Service Week with the theme: "We Care. For Everyone." and encourage the community to observe this week with appropriate programs, ceremonies, and activities.

**IN WITNESS WHEREOF,** I have set my hand and caused the Seal of the City of Live Oak to be affixed this 13th day of May 2025.

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Mary M. Dennis, Mayor



CITY COUNCIL AGENDA ITEM FORM

Meeting Date: May 13, 2025

Agenda item: 6C

Prepared by: I. Gaytan, City Secretary

Reviewed by: A. Garfaoui, City Manager

Department: Administration

Agenda Item Description:

Proclamation for Multiple Sclerosis Awareness Month.

Staff Briefing:

Recognizing May 2025 as Multiple Sclerosis Awareness Month.

Action:

- ☐ Ordinance
- ☐ Resolution
- ☒ Proclamation
- ☐ Special Presentation
- ☐ Finance Report
- ☐ Public Hearing
- ☐ Other

Cost:	
Budgeted	
Actual	
Acct. Name	
Acct. Fund	
Other Funding	
Strategic Goal #	3

Strategic Goals: 1- Stable, 2- Secure, 3 - Supportive and 4 - Beautiful

Staff Recommended Motion:

No motion is necessary.



## **PROCLAMATION FOR** **MULTIPLE SCLEROSIS AWARENESS MONTH**

**WHEREAS:** Multiple Sclerosis (MS) is a neurological disease of the central nervous system, affecting nearly 1 million people in the United States alone; and

**WHEREAS:** Multiple Sclerosis generally strikes people in the prime of life between the ages of 20 and 40 and is approximately three times more common in women than men. The exact cause and cure for multiple sclerosis are unknown; and

**WHEREAS:** In multiple sclerosis, the body's immune system attacks and eats away the myelin, or protective insulation of nerve fibers, causing a short circuit and scars on the central nervous system; and

**WHEREAS:** The National Multiple Sclerosis Society is committed to promoting equality and diversity within its organization and across the MS Community.

**NOW THEREFORE,** I, Mary M. Dennis, Mayor of the City of Live Oak, do hereby proclaim May 2025 as Multiple Sclerosis Awareness Month.

**IN WITNESS WHEREOF,** I have set my hand and caused the Seal of the City of Live Oak to be affixed this 13th day of May 2025.

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Mary M. Dennis, Mayor



# CITY COUNCIL AGENDA ITEM FORM

**Meeting Date:** May 13, 2025

**Agenda item:** 6D

**Prepared by:** E. McNew, Assistant Director

**Reviewed by:** A. Garfaoui, City Manager

**Department:** Public Works

**Agenda Item Description:**

Proclamation for National Public Works Week.

**Staff Briefing:**

The proposed proclamation recognizes the dedication and professionalism of the City of Live Oak Public Works Department. It provides an opportunity to publicly acknowledge the essential work performed by these staff members and promotes community awareness of public works functions.

Issuing this proclamation aligns the city with national observance and reinforces the city’s commitment to supporting and appreciating the services that contribute to safe, sustainable, and livable communities.

**Action:**

- ☐ Ordinance
- ☐ Resolution
- ☒ Proclamation
- ☐ Special Presentation
- ☐ Finance Report
- ☐ Public Hearing
- ☐ Other

Cost:	
Budgeted	
Actual	
Acct. Name	
Acct. Fund	
Other Funding	
Strategic Goal #	3

**Strategic Goals: 1- Stable, 2- Secure, 3 - Supportive and 4 - Beautiful**

**Staff Recommended Motion:**

No motion is required.



## **PROCLAMATION FOR** **NATIONAL PUBLIC WORKS WEEK**

**WHEREAS:** People, Purpose, Presence is the theme for the 2025 National Public Works Week which highlights three cornerstone ideals that motivate public works professionals to serve in their communities every day; and

**WHEREAS:** Public Works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of City of Live Oak; and

**WHEREAS:** These infrastructures, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities are essential for our citizens; and

**WHEREAS:** It is in the public interest for citizens, civic leaders and children in the City of Live Oak to gain knowledge of and to maintain a progressive interest and understanding of the importance of public works and public works programs in their respective communities.

**NOW THEREFORE,** I, Mary M. Dennis, Mayor of the City of Live Oak, do hereby proclaim May 18 - 24, 2025, as National Public Works week.

**IN WITNESS WHEREOF,** I have set my hand and caused the Seal of the City of Live Oak to be affixed this 13th day of May 2025.

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Mary M. Dennis, Mayor



## CITY COUNCIL AGENDA ITEM FORM

**Meeting Date:** May 13, 2025

**Agenda item:** 6E

**Prepared by:** E. McNew, Assistant Director

**Reviewed by:** A. Garfaoui, City Manager

**Department:** Public Works

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### Agenda Item Description:

Proclamation for National Water Safety Month.

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### Staff Briefing:

This proclamation acknowledges the importance of water safety and encourages local initiatives such as swimming lessons, safety campaigns, life jacket use, and public education programs. Recognizing National Water Safety Month promotes collaboration among city departments, community partners, and residents in fostering a culture of safety around pools, lakes, rivers, and other aquatic environments.

This proclamation also serves as an opportunity to highlight the work of local agencies- such as the Fire Department, Parks & Recreation, & Police Department in their ongoing efforts to educate the public and reduce water-related incidents.

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### Action:

- ☐ Ordinance      ☐ Resolution
- ☒ Proclamation      ☐ Special Presentation
- ☐ Finance Report      ☐ Public Hearing
- ☐ Other

Cost:	
Budgeted	
Actual	
Acct. Name	
Acct. Fund	
Other Funding	
Strategic Goal #	3

**Strategic Goals: 1- Stable, 2- Secure, 3 - Supportive and 4 - Beautiful**

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### Staff Recommended Motion:

No motion is necessary.



## **PROCLAMATION FOR** **NATIONAL WATER SAFETY MONTH**

**WHEREAS:** The citizens of Live Oak, Texas recognize the vital role that swimming and aquatic related activities relate to good physical and mental health and enhance the quality of life for all people; and

**WHEREAS:** The citizens of Live Oak, Texas understand the essential role that education regarding the topic of Water Safety plays in preventing drowning and recreational water related injuries; and

**WHEREAS:** The citizens of Live Oak, Texas are aware of the contributions made by the recreational water industry, in developing safe swimming facilities, aquatic programs, home pools and spas, and related activities providing healthy places to recreate, learn and grow, build self-esteem, confidence and sense of self-worth which contributes to the quality of life in our community; and

**WHEREAS:** The citizens of Live Oak, Texas understand the vital importance of communicating Water Safety rules and programs to families and individuals of all ages, whether owners of private pools, users of public swimming facilities, or visitors to waterparks.

**NOW THEREFORE,** I, Mary M. Dennis, Mayor of the City of Live Oak, do hereby proclaim May 2025 as National Water Safety Month in the City of Live Oak, Texas.

**IN WITNESS WHEREOF,** I have set my hand and caused the Seal of the City of Live Oak to be affixed this 13th day of May 2025.

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Mary M. Dennis, Mayor



## CITY COUNCIL AGENDA ITEM FORM

**Meeting Date:** May 13, 2025

**Agenda item:** 7A

**Prepared by:** I. Gaytan, City Secretary

**Reviewed by:** A. Garfaoui, City Manager

**Department:** Administration

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### Agenda Item Description:

Discussion and presentation of Certificates of Election, Oath of Office, and Statement of Officers to candidates for three City Council Members Places One, Three, and Five to the City Council and declaring the results and the members as “elected” for the General Election held May 3, 2025.

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### Staff Briefing:

Municipal Judge Phillips to Administer the Oath of Office and Statement of Officer to the newly elected Councilmember Place 1 and re-elected Councilmember Place 3 and Place 5.

City Council, Place 1: Angela Green

City Council, Place 3: Dr. Erin Perez

City Council, Place 5: Aaron Dahl

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### Action:

- ☐ Ordinance      ☐ Resolution
- ☐ Proclamation      ☒ Special Presentation
- ☐ Finance Report      ☐ Public Hearing
- ☐ Other

Cost:	
Budgeted	
Actual	
Acct. Name	
Acct. Fund	
Other Funding	
Strategic Goal #	1, 2, 3

**Strategic Goals: 1- Stable, 2- Secure, 3 - Supportive and 4 - Beautiful**

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### Staff Recommended Motion:

No motion is necessary.





## CITY COUNCIL AGENDA ITEM FORM

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**Meeting Date:** May 13, 2025

**Agenda item:** 7B

**Prepared by:** I. Gaytan, City Secretary

**Reviewed by:** A. Garfaoui, City Manager

**Department:** Administration

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**Agenda Item Description:**

Discussion and possible action to elect a Mayor Pro-Tem.

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**Staff Briefing:**

City Council to appoint a Mayor Pro-Tem.

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**Action:**

- ☐ Ordinance      ☐ Resolution  
☐ Proclamation      ☐ Special Presentation  
☐ Finance Report      ☐ Public Hearing  
☒ Other

Cost:	
Budgeted	
Actual	
Acct. Name	
Acct. Fund	
Other Funding	
Strategic Goal #	1, 2, 3

**Strategic Goals: 1- Stable, 2- Secure, 3 - Supportive and 4 - Beautiful**

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**Staff Recommended Motion:**

Motion to appoint a Mayor Pro-Tem.



## CITY COUNCIL AGENDA ITEM FORM

**Meeting Date:** May 13, 2025

**Agenda item:** 7C

**Prepared by:** I. Gaytan, City Secretary

**Reviewed by:** A. Garfaoui, City Manager

**Department:** Administration

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### Agenda Item Description:

Discussion and possible action regarding an Ordinance adopting a Compensation schedule and implementation procedure for the City Council in accordance with Section 4.04 Compensation of the Charter of The City of Live Oak, Texas.

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### Staff Briefing:

City Charter Section 4.04 reads:

*Members of the city council shall serve with such compensation as determined by the council. An increase in compensation shall not be effective for any member of the council during the term for which elected and the increase was voted. Payment of expenses incurred in performance of official duty may be approved by the council.*

Currently, the Mayor and Council Members are compensated \$20.00 per regular meeting. The Ordinance presented outlines a fixed compensation schedule and procedure for Mayor and City Council Members. If City Council adopts the Ordinance, the compensation schedule and implementation procedure will take effect May 2026 for Mayor, City Council Place 2, and City Council Place 4. For City Council Places 1, 3, and 5, this will take effect May 2027.

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### Action:

- ☒ Ordinance      ☐ Resolution
- ☐ Proclamation      ☐ Special Presentation
- ☐ Finance Report      ☐ Public Hearing
- ☐ Other

#### Cost:

<b>Budgeted</b>	
<b>Actual</b>	
<b>Acct. Name</b>	
<b>Acct. Fund</b>	
<b>Other Funding</b>	
<b>Strategic Goal #</b>	3

**Strategic Goals: 1- Stable, 2- Secure, 3 - Supportive and 4 - Beautiful**

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### Staff Recommended Motion:

Motion to approve an Ordinance adopting a Compensation schedule and an implementation procedure for the City Council in accordance with Section 4.04 Compensation of the Charter of the City of Live Oak, Texas.

## City Council Compensation

City of:	Live Oak	Universal City	Castle Hills	Selma	New Braunfels	Leon Valley	Hollywood Park	Cibola	Alamo Heights	Schertz	Shavano Park	Helotes	Boerne	Fair Oaks Ranch	Hill Country Village
<b>Current pay for Mayor:</b>	\$20/regular meeting	\$40 Stipend/Mo.	\$0	\$0	\$75/Meeting	\$0	\$0	\$150/mo.	\$1 per year and may be reimbursed for their expenses incurred in their official duties	1st Term \$9000 2nd Term \$11,000 3rd Term \$13,000 4th & all Subsequent Terms \$15,000	\$0	\$0	\$200 Stipend/Mo.	\$0	No response
<b>Current pay for Council:</b>	\$20/regular meeting	\$30 Stipend/Mo.	\$0	\$0	\$50/Meeting	\$0	\$0	\$100/mo.	\$1 per year and may be reimbursed for their expenses incurred in their official duties	1st Term \$6,000 2nd Term \$8,000 3rd Term \$10,000 4th & all Subsequent Terms \$12,000	\$0	\$0	\$150 Stipend/Mo.	\$0	
<b>Any other stipends or benefits (car use, phone/tablet allowance, gas reimbursement):</b>	<u>Mayor:</u> City Cell, City Credit Card <u>Mayor and City Council:</u> City iPad, travel reimbursement to include gas, business cards	Tablet with cellular data, paid trainings, uniform purchasing	None	Mayor receives \$100/mo. Car allowance. Councilmembers receive \$80/mo. Phone allowance	Car use, phone/tablet allowance, gas and travel reimbursement, laptop provided	Specific Training covered, cell phone and laptop issued	Cell Phone	Cell Phone (Mayor) Travel, hotel, per diem and mileage, city email and iPad	City emails and iPads	None	Training and other items Reimbursement	<u>Mayor**</u> Cell Phone and quarterly gas reimbursement <u>Mayor and City Council**</u> City iPad, \$300 uniform allowance per fiscal year, business cards and magnetic name tag, paid training and associated costs, two holiday dinners before City Council meetings in November and December	City iPad	Training Reimbursement to include gas mileage and hotel stays	
<b>Last time pay was adopted/adjusted:</b>		Information not provided	Information not provided	11/1/2024	Information not provided	Mayor and Council Pay was only considered when Charter was created	Information not provided	1/1/2022	2011	1/21/2025	Information not provided	City Council has never received compensation	In process of reviewing stipends	Information not provided	

**AN ORDINANCE ADOPTING A COMPENSATION SCHEDULE AND  
AN IMPLEMENTATION PROCEDURE FOR THE CITY COUNCIL,  
IN ACCORDANCE WITH SECTION 4.04 COMPENSATION OF THE  
CHARTER OF THE CITY OF LIVE OAK, TEXAS.**

**WHEREAS**, Section 4.04 Compensation of the Live Oak City Charter (the "City") authorizes the City Council (the "Council") to determine compensation for its members, including the Mayor and other members of the Council; and

**WHEREAS**, currently, the Mayor and Council Members are paid \$20.00 per regular meeting; and

**WHEREAS**, City Charter Section 4.04 Compensation of the City of Live Oak Home Rule Charter reads as follows:

*Members of the city council shall serve with such compensation as determined by the council. An increase in compensation shall not be effective for any member of the council during the term for which elected and the increase was voted. Payment of expenses incurred in performance of official duty may be approved by the council.*

**WHEREAS**, to ensure the effectiveness of the current compensation structure and to streamline the application of Section 4.04 of the Charter, it is desired to adopt a fixed compensation structure for the Mayor and City Councilmembers.

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LIVE OAK, TEXAS, THAT:**

**Section 1.** The recitals contained in the preamble hereto are hereby found to be true and such recitals are hereby made a part of this Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

**Section 2.** The current compensation for Mayor and City Council members is effectively ratified as \$20.00 per council meeting.

**Section 2.** The proposed pay structure noted in Section 3 below establishes a set amount of compensation for the Mayor and Councilmembers in accordance with the City Charter. For the current City Council, it shall be effective for each respective Councilmember's terms as stated under Section 4.04 of the City Charter. All future changes to this Ordinance will be similarly implemented in the subsequent terms for each Councilmember.

**Section 3.** The proposed compensation structure is as follows:

Mayor: \$600.00 per month

City Council: \$300.00 per month

**Section 4.** All Ordinances of parts of the Ordinance in force when the provisions of this Ordinance become effective which are inconsistent or in conflict with the terms and provisions contained in this Ordinance are hereby repealed only to the extent of such conflict.

**Section 5.** Should any part, sentence or phrase of this Ordinance be determined to be unlawful, void or unenforceable, the validity of the remaining portions of this Ordinance shall not be adversely affected. No portion of this Ordinance shall fail or become inoperative by reason of the invalidity of any other part. All provisions of this Ordinance are severable.

**Section 6.** That it is officially found, determined, and declared that the meeting at which this Ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code.

**Section 7:** This Ordinance shall take effect immediately from and after its passage and any publication requirements.

PASSED AND APPROVED, this \_\_\_\_\_ day of \_\_\_\_\_, 2025

CITY OF LIVE OAK, TEXAS

\_\_\_\_\_  
Mary M. Dennis, Mayor

ATTEST:

\_\_\_\_\_  
Isa Gaytan, City Secretary

(CITY SEAL)

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney



## CITY COUNCIL AGENDA ITEM FORM

**Meeting Date:** May 13, 2025

**Agenda item:** 7D

**Prepared by:** L. Kowalik, Finance Director

**Reviewed by:** A. Garfaoui, City Manager

**Department:** Finance Department

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### Agenda Item Description:

Discussion and possible action to approve the Quarterly Investment Report ending March 31, 2025.

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### Staff Briefing:

Attached is a memorandum along with the Second Quarter Investment Report for the period ending March 31, 2025. The memo describes the detail contained in the actual report. The investment reports are cumulative from October 1, 2024 through the stated ending period.

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### Action:

- ☐ Ordinance      ☐ Resolution
- ☐ Proclamation      ☐ Special Presentation
- ☒ Finance Report      ☐ Public Hearing
- ☐ Other

Cost:	
Budgeted	
Actual	
Acct. Name	
Acct. Fund	
Other Funding	
Strategic Goal #	1, 3

**Strategic Goals: 1 - Stable, 2 - Secure, 3 - Supportive and 4 - Beautiful**

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### Staff Recommended Motion:

The recommended motion is to approve the City's Second Quarter Investment Report for the period October 1, 2024, through March 31, 2025 as presented.

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## MEMORANDUM

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Date: May 13, 2025

To: Mayor and City Council

Via: Mr. Anas Garfaoui, City Manager

From: Leroy Kowalik, Finance Director

RE: Quarterly Investment Report for the period ending March 31, 2025

The attached Quarterly Investment Report represents a snapshot of the City's investment status as of the second quarter ending March 31, 2025. The remainder of this memo describes in words, that which is contained in the detailed report. This report is required to be presented and accepted by the governing body at least quarterly.

### **Internal Management Reports**

No less than quarterly, the investment officer shall prepare and submit to the governing body of the entity a written report of investment transactions for all funds.

#### **The report must:**

- 1) Describe the investment position of the entity on the date of the report.
- 2) Be prepared jointly and signed by all investment officers of the entity.
- 3) Contain a summary statement prepared in compliance with generally accepted accounting principles for each pooled fund group that states:
  - a) A beginning market value, additions and changes to the market value, the ending market value and fully accrued interest.
  - b) State the pooled fund group.

### **History of Public Funds Investment Act (Chapter 2256 Government Code)**

In 1994, Orange County, California went bankrupt attempting to leverage its finances through exotic interest-rate-sensitive investments. Beaumont, Texas had problems in the same time period with pledged securities. To assure what happened in California would not happen here; the Texas Legislature revised the Texas Public Funds Investment Act to place new safeguards on the investments of public funds.

The Act requires the investment officers to attend various training sessions and require the governing bodies of the investing entity to adopt a written investment policy; and for all those who do business with the City to review the City's investment policies and strategies with acknowledgement that they have read and understood the requirements by a signed document.

Investment officers must review the new legislation yearly and revise their investment policies and strategies accordingly and to re-submit to the governing body within six months after the end of each legislative session.

### **Economic & Market Commentary Conditions for the Quarter**

Source is the TexPool newsletters from January through March 2025.

After the Feds cut rates by 50 basis points at their September meeting, and 25 basis points in November and December to bring the federal funds rate to a range of 4.25% - 4.5%, the Feds decided to pause its rate-cutting cycle at their January meeting. The forecast for 2025 is still for two rate cuts. Committee language suggested that if inflationary pressures eased significantly in the upcoming months, more rate cuts could be entertained by the Feds in 2025. These cuts are not expected until mid-year or later.

### **Analysis of the Quarterly Investment Report**

The following is a summary of TexPool

Weighted average maturity in January was 31 days.

Weighted average maturity in February was 38 days.

Weighted average maturity in March was 37 days.

Daily interest rates ranged from 4.4769% on January 1, 2025 to 4.3488% on March 31, 2025 with a high of 4.4769 on January 1, 2025 and the low of 4.3126% on March 20, 2025.

#### **Average Monthly Rates:**

January 2025	4.3919%
February 2025	4.3555%
March 2025	4.3345%

The current market condition is continuing to lend itself for the purchase of some government agencies, Certificates of Deposit and Municipal investments. We did purchase five investments for \$1,900,000 this quarter. We also had six maturities and one call totaling \$2,455,000 this quarter. Total government agencies, CDs and Municipal notes held at March 31, 2025 is \$5,500,000 or 12.96% of the total City portfolio. The reason the percentage is not higher is because TexPool continues to be a viable investment tool with daily short-term rates still around 4.35% due to the current rate environment that we are in.



The makeup of the City's portfolio as of March 31, 2025 is as follows with comparison totals for the previous quarter:

	<u>March 31, 2025</u>	<u>December 31, 2024</u>
TexPool (Money Market)	\$ 36,926,255	\$ 38,049,023
Federal Home Loan Bank (FHLB)	1,800,000	3,755,000
Federal Farm Credit Bank (FFCB)	500,000	0
Federal National Mortgage Association (FNMA)	300,000	300,000
Federal Home Loan Mortgage Corporation (FHLMC)	1,800,000	1,200,000
Municipal Notes	1,100,000	800,000
Certificates of Deposit	0	0
	<u>\$ 42,426,255</u>	<u>\$ 44,104,023</u>

The weighted average maturity for investments outside of TexPool at March 31, 2025 was 260.47 days or 0.72 years with yields to maturity (YTM) ranging from 3.050% to 5.200%. Our ratio between our book value versus market value has increased from the previous quarter and is now more than when we purchased the investments which means that the market value of the investments we hold is currently worth slightly more than what we paid for them, although principal value to maturity remains at 100%. The market value is associated to the swing in interest rates caused by market conditions.

With TexPool continuing to be a viable investment vehicle, 87.04% of the City's funds remain very safe in TexPool. The offset to lower risk is slightly lower interest rates. TexPool's interest rates have decreased just below 4.35% because of the Fed's rate cut in December. TexPool's rates tend to lag behind the true market. The current market condition continues to be conducive for Bank CD's, Agency Discount Notes, Municipals and Callable Agencies with less than three-year final maturity, as well as, TexPool.

**City of Live Oak**  
**TexPool and Other Investments Summary**  
**Stmt Period 1/01/2025 - 1/31/2025**

<b>Fund Name &amp; Acct. Number</b>	<b>Beginning Balance</b>	<b>Monthly Interest</b>	<b>Deposit</b>	<b>Withdrawals</b>	<b>Ending Balance</b>
<b>TexPool - Average interest rate = 4.3919%</b>					
1. General Fund #449-150200001	\$ 8,409,014.82	\$ 31,366.29	\$ -	\$ -	\$ 8,440,381.11
2. Forfeiture Fund #449-150200002 & 3	272,056.32	1,014.82			273,071.14
3. Child Safety Fund #449-150200004	157,198.17	586.39			157,784.56
4. Court Tech. Fund #449-150200005	118,413.58	441.69			118,855.27
5. Court Sec. Fund #449-150200006	74,101.56	276.39			74,377.95
7. Utility Dev./R & R Fund #449-150200008	1,176,980.12	4,390.19			1,181,370.31
8. Debt Service Fund #449-150200009	830,461.33	3,097.68			833,559.01
9. Economic Dev. Corp Fund #449-150200010	5,936,268.40	22,142.75			5,958,411.15
10. Utility Fund #449-1580200011	644,148.04	2,402.69			646,550.73
11. Storm Water Utility Fund	267,911.94	999.28			268,911.22
12. Hotel Occupancy Tax Fund #449-150200012	1,283,033.76	4,785.86			1,287,819.62
13. Asset Replacement Fund #449-150200013	3,357,784.22	12,524.77			3,370,308.99
14. Capital Projects Fund #449-150200014	4,984,596.63	18,592.93			5,003,189.56
15. Emergency Radio Fund #449-150200018	40,701.50	151.84			40,853.34
16. PEG Fund #449-150200019	516,174.34	1,925.39			518,099.73
18. 2022 GO Bond Fund #449-150200022	9,980,178.70	37,226.85			10,017,405.55
<b>Subtotal TexPool</b>	<b>\$ 38,049,023.43</b>	<b>\$ 141,925.81</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 38,190,949.24</b>
<b>Other Investments/Govt. Securities</b>					
General Fund	\$ 6,055,000.00		\$ -	\$ 550,000.00	\$ 5,505,000.00
Asset Replacement Fund	-				-
Economic Development Fund	-				-
<b>Subtotal Other Investments/Govt. Securities</b>	<b>\$ 6,055,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 550,000.00</b>	<b>\$ 5,505,000.00</b>
<b>Total Investments</b>	<b>\$ 44,104,023.43</b>	<b>\$ 141,925.81</b>	<b>\$ -</b>	<b>\$ 550,000.00</b>	<b>\$ 43,695,949.24</b>

This report complies with the requirements of the Public Funds Investment Act investment pools and generally accepted accounting principles.

General Ledger Balance	43,695,949.24
Report Balance	43,695,949.24
Difference	-

  
 Finance Director

**City of Live Oak**  
**TexPool and Other Investments Summary**  
**Stmt Period 2/01/2025 - 2/28/2025**

<b>Fund Name &amp; Acct. Number</b>	<b>Beginning Balance</b>	<b>Monthly Interest</b>	<b>Deposit</b>	<b>Withdrawals</b>	<b>Ending Balance</b>
<b>TexPool - Average interest rate = 4.3555%</b>					
1. General Fund #449-150200001	\$ 8,440,381.11	\$ 31,060.56	\$ 3,000,000.00	\$ -	\$ 11,471,441.67
2. Forfeiture Fund #449-150200002 & 3	273,071.14	912.44			273,983.58
3. Child Safety Fund #449-150200004	157,784.56	527.19			158,311.75
4. Court Tech. Fund #449-150200005	118,855.27	397.13			119,252.40
5. Court Sec. Fund #449-150200006	74,377.95	248.52			74,626.47
7. Utility Dev./R & R Fund #449-150200008	1,181,370.31	3,947.17			1,185,317.48
8. Debt Service Fund #449-150200009	833,559.01	2,785.05			836,344.06
9. Economic Dev. Corp Fund #449-150200010	5,958,411.15	19,908.13			5,978,319.28
10. Utility Fund #449-1580200011	646,550.73	2,160.24			648,710.97
11. Storm Water Utility Fund	268,911.22	898.46			269,809.68
12. Hotel Occupancy Tax Fund #449-150200012	1,287,819.62	4,383.86	85,000.00		1,377,203.48
13. Asset Replacement Fund #449-150200013	3,370,308.99	11,260.78			3,381,569.77
14. Capital Projects Fund #449-150200014	5,003,189.56	16,859.55	150,000.00		5,170,049.11
15. Emergency Radio Fund #449-150200018	40,853.34	136.55			40,989.89
16. PEG Fund #449-150200019	518,099.73	1,731.06			519,830.79
18. 2022 GO Bond Fund #449-150200022	10,017,405.55	31,563.46		2,000,000.00	8,048,969.01
<b>Subtotal TexPool</b>	<b>\$ 38,190,949.24</b>	<b>\$ 128,780.15</b>	<b>\$ 3,235,000.00</b>	<b>\$ 2,000,000.00</b>	<b>\$ 39,554,729.39</b>
<b>Other Investments/Govt. Securities</b>					
General Fund	\$ 5,505,000.00		\$ -	\$ 1,100,000.00	\$ 4,405,000.00
Asset Replacement Fund	-				-
Economic Development Fund	-				-
<b>Subtotal Other Investments/Govt. Securities</b>	<b>\$ 5,505,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,100,000.00</b>	<b>\$ 4,405,000.00</b>
<b>Total Investments</b>	<b>\$ 43,695,949.24</b>	<b>\$ 128,780.15</b>	<b>\$ 3,235,000.00</b>	<b>\$ 3,100,000.00</b>	<b>\$ 43,959,729.39</b>

This report complies with the requirements of the Public Funds Investment Act investment pools and generally accepted accounting principles.

<b>General Ledger Balance</b>	43,959,729.39
<b>Report Balance</b>	43,959,729.39
<b>Difference</b>	-

  
 Finance Director

**City of Live Oak**  
**TexPool and Other Investments Summary**  
**Stmt Period 3/01/2025 - 3/31/2025**

<b>Fund Name &amp; Acct. Number</b>	<b>Beginning Balance</b>	<b>Monthly Interest</b>	<b>Deposit</b>	<b>Withdrawals</b>	<b>Ending Balance</b>
<b>TexPool - Average interest rate = 4.3345%</b>					
1. General Fund #449-150200001	\$ 11,471,441.67	\$ 42,230.64	\$ -	\$ -	\$ 11,513,672.31
2. Forfeiture Fund #449-150200002 & 3	273,983.58	1,008.72			274,992.30
3. Child Safety Fund #449-150200004	158,311.75	582.76			158,894.51
4. Court Tech. Fund #449-150200005	119,252.40	439.02			119,691.42
5. Court Sec. Fund #449-150200006	74,626.47	274.70			74,901.17
7. Utility Dev./R & R Fund #449-150200008	1,185,317.48	4,363.58			1,189,681.06
8. Debt Service Fund #449-150200009	836,344.06	3,078.89			839,422.95
9. Economic Dev. Corp Fund #449-150200010	5,978,319.28	21,901.69		50,000.00	5,950,220.97
10. Utility Fund #449-1580200011	648,710.97	1,747.64		300,000.00	350,458.61
11. Storm Water Utility Fund	269,809.68	993.27			270,802.95
12. Hotel Occupancy Tax Fund #449-150200012	1,377,203.48	4,952.57		55,000.00	1,327,156.05
13. Asset Replacement Fund #449-150200013	3,381,569.77	12,448.82			3,394,018.59
14. Capital Projects Fund #449-150200014	5,170,049.11	18,894.12		65,000.00	5,123,943.23
15. Emergency Radio Fund #449-150200018	40,989.89	150.88			41,140.77
16. PEG Fund #449-150200019	519,830.79	1,913.70			521,744.49
18. 2022 GO Bond Fund #449-150200022	8,048,969.01	26,545.01		2,300,000.00	5,775,514.02
<b>Subtotal TexPool</b>	<b>\$ 39,554,729.39</b>	<b>\$ 141,526.01</b>	<b>\$ -</b>	<b>\$ 2,770,000.00</b>	<b>\$ 36,926,255.40</b>
<b>Other Investments/Govt. Securities</b>					
General Fund	\$ 4,405,000.00		\$ 1,900,000.00	\$ 805,000.00	\$ 5,500,000.00
Asset Replacement Fund	-				-
Economic Development Fund	-				-
<b>Subtotal Other Investments/Govt. Securities</b>	<b>\$ 4,405,000.00</b>	<b>\$ -</b>	<b>\$ 1,900,000.00</b>	<b>\$ 805,000.00</b>	<b>\$ 5,500,000.00</b>
<b>Total Investments</b>	<b>\$ 43,959,729.39</b>	<b>\$ 141,526.01</b>	<b>\$ 1,900,000.00</b>	<b>\$ 3,575,000.00</b>	<b>\$ 42,426,255.40</b>

This report complies with the requirements of the Public Funds Investment Act investment pools and generally accepted accounting principles.

<b>General Ledger Balance</b>	42,426,255.40
<b>Report Balance</b>	42,426,255.40
<b>Difference</b>	-

  
 Finance Director

**City of Live Oak**  
**Investments other than Texpool**  
**Period October 1, 2024 through March 31, 2025**

**Market Values as of:**                      **March 31, 2025**

Investment Type	CUSIP	Fund	Par Amount	Price	Prem/Disc	Book Value	Market Value Adjustment				Y-T-M	Average	
							Market Price	Prem/Disc	Market Value	Increase/ (Decrease)		Weighted Maturity	
Municipal	914729UK2	GF	300,000.00	94.593%	(16,221.00)	283,779.00	99.876%	(372.00)	299,628.00	15,849.00	3.0500%	15	
FHLB Agency	3130ARMB4	GF	300,000.00	100.000%	-	300,000.00	99.961%	(117.00)	299,883.00	(117.00)	3.0656%	28	
FHLMC Agency	3134GXRG1	GF	300,000.00	99.716%	(852.40)	299,147.60	99.846%	(462.00)	299,538.00	390.40	3.1500%	42	
FHLMC Agency	3134GXZA5	GF	300,000.00	99.859%	(422.24)	299,577.76	99.809%	(573.00)	299,427.00	(150.76)	3.7000%	90	
FHLB Agency	3130ASYR4	GF	300,000.00	100.000%	-	300,000.00	99.853%	(441.00)	299,559.00	(441.00)	4.0000%	148	
FHLB Agency	3130ASZD4	GF	300,000.00	98.908%	(3,275.60)	296,724.40	99.935%	(195.00)	299,805.00	3,080.60	4.5500%	148	
FNMA Agency	3135GA2Z3	GF	300,000.00	91.275%	(26,175.30)	273,824.70	97.745%	(6,765.00)	293,235.00	19,410.30	4.2000%	227	
FHLMC Agency	3134GXS47	GF	300,000.00	98.375%	(4,876.00)	295,124.00	99.844%	(468.00)	299,532.00	4,408.00	5.0000%	148	
FHLB Agency	3130ASN54	GF	300,000.00	97.895%	(6,314.87)	293,685.13	99.857%	(429.00)	299,571.00	5,885.87	5.2000%	118	
FHLB Agency	3130ASF61	GF	300,000.00	97.471%	(7,588.01)	292,411.99	99.756%	(732.00)	299,268.00	6,856.01	5.1000%	87	
FHLB Agency	3130ARLT6	GF	300,000.00	97.935%	(6,196.27)	293,803.73	99.308%	(2,076.00)	297,924.00	4,120.27	4.8000%	209	
FHLMC Agency	3134GXE34	GF	300,000.00	99.761%	(717.59)	299,282.41	99.851%	(447.00)	299,553.00	270.59	4.4250%	115	
FFCB Agency	3133ENXS4	GF	500,000.00	99.197%	(4,015.12)	495,984.88	99.100%	(4,500.00)	495,500.00	(484.88)	4.0500%	416	
Municipal	23542JQQ1	GF	300,000.00	95.970%	(12,090.00)	287,910.00	96.062%	(11,814.00)	288,186.00	276.00	4.0500%	541	
FHLMC Agency	3134HBDF5	GF	300,000.00	99.860%	(419.75)	299,580.25	99.547%	(1,359.00)	298,641.00	(939.25)	4.0500%	1,067	
Municipal	796116TJ0	GF	500,000.00	99.816%	(920.00)	499,080.00	99.764%	(1,180.00)	498,820.00	(260.00)	4.1000%	675	
FHLMC Agency	3134HBFN6	GF	300,000.00	100.000%	-	300,000.00	99.919%	(243.00)	299,757.00	(243.00)	4.2995%	354	
Total Open Investments			5,500,000.00		(90,084.15)	5,409,915.85		(32,173.00)	5,467,827.00	57,911.15		260.47	
												Years	0.72



**City of Live Oak**  
**Investments other than Texpool**  
**Period October 1, 2024 through March 31, 2025**

**Interest income information within period**

Investment Type	CUSIP	Fund	Par Amount	Coupon	Annual Interest	Semi Annual Payment	Accrued Interest Purchased	Interest Income Received	Remaining Accrued Interest Purchased	Last Interest Payment Date	Interest Receivable	Net Interest Income
FHLB Agency	3130APYM1	GF	-	1.10%	-	-	-	2,227.50	-	<b>Matured 12/16/2024</b>		2,227.50
FHLB Agency	3130APNE1	GF	-	0.90%	-	-	-	1,980.00	-	<b>Matured 11/18/2024</b>		1,980.00
FHLB Agency	3130AQRN5	GF	-	2.15%	-	-	-	3,225.00	-	<b>Matured 02/18/2025</b>		3,225.00
FHLB Agency	3130AQWS8	GF	-	3.00%	-	-	-	4,500.00	-	<b>Matured 02/28/2025</b>		4,500.00
FHLB Agency	3130AN7P9	GF	-	0.58%	-	-	-	725.00	-	<b>Matured 01/28/2025</b>		725.00
FHLB Agency	3130AR2L4	GF	-	3.25%	-	-	-	2,625.00	-	<b>Matured 12/10/2024</b>		2,625.00
FHLB Agency	3130ARJ93	GF	-	4.25%	-	-	-	6,187.50	-	<b>Called 01/21/2025</b>		6,187.50
Municipal	914729UK2	GF	300,000.00	1.13%	3,390.00	1,695.00	113.00	1,695.00	-	10/15/2024	1,563.17	3,258.17
FHLB Agency	3130ARMB4	GF	300,000.00	4.00%	12,000.00	6,000.00	-	6,000.00	-	10/28/2024	5,100.00	11,100.00
FHLMC Agency	3134GXRG1	GF	300,000.00	3.05%	9,150.00	4,575.00	-	4,575.00	-	11/12/2024	3,532.92	8,107.92
FHLB Agency	3130AS6A2	GF	-	3.00%	-	-	-	4,500.00	-	<b>Matured 12/09/2024</b>		4,500.00
Municipal	052404QF0	GF	-	0.93%	-	-	-	2,332.50	-	<b>Matured 02/01/2025</b>		2,332.50
FHLMC Agency	3134GXZA5	GF	300,000.00	3.65%	10,950.00	5,475.00	-	5,475.00	-	12/30/2024	2,737.50	8,212.50
FHLB Agency	3130ASYR4	GF	300,000.00	4.00%	12,000.00	6,000.00	266.67	6,000.00	-	2/28/2025	1,000.00	7,000.00
FHLB Agency	3130AREF4	GF	-	2.30%	-	-	-	3,507.50	-	<b>Matured 03/28/2025</b>		3,507.50
FHLMC Agency	3134GX6E9	GF	-	5.00%	-	-	-	7,500.00	-	<b>Matured 10/25/2024</b>		7,500.00
FHLB Agency	3130ASZD4	GF	300,000.00	4.13%	12,390.00	6,195.00	2,615.67	6,195.00	-	2/28/2025	1,032.50	7,227.50
FHLMC Agency	3134GXRJ5	GF	-	3.00%	-	-	-	4,500.00	-	<b>Matured 11/13/2024</b>		4,500.00
FHLB Agency	3130ATMM6	GF	-	5.00%	-	-	-	4,687.50	-	<b>Called 10/27/2024</b>		4,687.50
FNMA Agency	3135GA2Z3	GF	300,000.00	0.56%	1,680.00	840.00	751.33	840.00	-	11/17/2024	625.33	1,465.33
FHLMC Agency	3134GXS47	GF	300,000.00	4.20%	12,600.00	6,300.00	4,270.00	6,300.00	-	2/28/2025	1,050.00	7,350.00
FHLB Agency	3130ASN54	GF	300,000.00	4.00%	12,000.00	6,000.00	1,700.00	6,000.00	-	1/28/2025	2,100.00	8,100.00
FHLB Agency	3130ASF61	GF	300,000.00	3.45%	10,350.00	5,175.00	3,996.25	5,175.00	-	12/27/2024	2,702.50	7,877.50
FHLB Agency	3130AREZ0	GF	-	2.30%	-	-	-	5,750.00	-	<b>Matured 03/28/2025</b>		5,750.00
FHLB Agency	3130AVLP5	GF	-	5.00%	-	-	-	12,500.00	-	<b>Called 10/28/2024</b>		12,500.00
FHLB Agency	3130ARLT6	GF	300,000.00	3.10%	9,300.00	4,650.00	2,195.83	2,454.17	-	10/29/2024	3,926.67	6,380.84
FHLMC Agency	3134GXE34	GF	300,000.00	4.05%	12,150.00	6,075.00	4,353.75	6,075.00	-	1/25/2025	2,227.50	8,302.50
FFCB Agency	3133ENXS4	GF	500,000.00	3.38%	16,875.00	8,437.50	4,640.63	-	4,640.63	11/26/2024	5,859.38	1,218.75
Municipal	23542JQQ1	GF	300,000.00	1.35%	4,041.00	2,020.50	1,807.23	-	1,807.23	10/1/2024	2,020.50	213.27
FHLMC Agency	3134HBD5	GF	300,000.00	4.00%	12,000.00	6,000.00	-	-	-	3/17/2025	466.67	466.67
Municipal	796116TJ0	GF	500,000.00	4.00%	20,000.00	10,000.00	2,222.22	-	2,222.22	2/15/2025	2,555.56	333.34
FHLMC Agency	3134HBFN6	GF	300,000.00	4.30%	12,900.00	6,450.00	143.33	-	143.33	3/24/2025	250.83	107.50
			<b>5,500,000.00</b>				<b>29,075.91</b>	<b>123,531.67</b>	<b>8,813.41</b>		<b>38,751.01</b>	<b>153,469.27</b>

**City of Live Oak**  
**Investments other than Texpool**  
**Period October 1, 2024 through March 31, 2025**

**Purchases within period**

<u>Trans Date</u>	<u>Broker</u>	<u>Fund</u>	<u>CUSIP</u>	<u>Investment Type</u>	<u>Par Amount</u>	<u>Coupon</u>	<u>Price</u>	<u>Prem/Disc</u>	<u>Accrued Interest</u>	<u>Net Transaction</u>	<u>Y-T-M</u>	<u>Maturity Date</u>
12/4/2024	Duncan Williams	General Fund	3134GXE34	FHLMC Agency	300,000.00	4.05%	99.761%	(717.59)	4,353.75	303,636.16	4.4250%	7/25/2025
3/5/2025	Duncan Williams	General Fund	3133ENXS4	FFCB Agency	500,000.00	3.38%	99.197%	(4,015.11)	4,640.63	500,625.51	4.0500%	5/26/2026
3/12/2025	Duncan Williams	General Fund	23542JQQ1	Municipal	300,000.00	1.35%	95.970%	(12,090.00)	1,807.23	289,717.23	4.0500%	10/1/2026
3/17/2025	Duncan Williams	General Fund	3134HBDF5	FHLMC Agency	300,000.00	4.00%	99.860%	(419.75)	-	299,580.25	4.0500%	3/17/2028
3/25/2025	Duncan Williams	General Fund	796116TJ0	Municipal	500,000.00	4.00%	99.816%	(920.00)	2,222.22	501,302.22	4.1000%	2/15/2027
3/28/2025	Duncan Williams	General Fund	3134HBFN6	FHLMC Agency	300,000.00	4.30%	100.000%	-	143.33	300,143.33	4.2995%	3/24/2026
					-			-	-	-		
					-			-	-	-		
					2,200,000.00			(18,162.46)	13,167.16	2,195,004.70		

**City of Live Oak**  
**Investments other than Texpool**  
**Period October 1, 2024 through March 31, 2025**

**Maturities/Calls within period**

<u>Trans Date</u>	<u>Broker</u>	<u>Fund</u>	<u>CUSIP</u>	<u>Investment Type</u>	<u>Par Amount</u>	<u>Coupon</u>	<u>Price</u>	<u>Prem/Disc</u>	<u>Interest Income</u>	<u>Net Transaction</u>	<u>Y-T-M</u>	<u>Maturity Date</u>
10/25/2024	Duncan Williams	General Fund	3134GX6E9	FHLMC Agency	300,000.00	5.00%	100.000%	-	7,500.00	307,500.00	5.0000%	10/25/2024
10/27/2024	Duncan Williams	General Fund	3130ATMM6	FHLB Agency	375,000.00	5.00%	100.000%	-	4,687.50	379,687.50	5.0000%	1/27/2025
10/28/2024	Duncan Williams	General Fund	3130AVLP5	FHLB Agency	500,000.00	5.00%	100.000%	776.98	13,276.98	512,500.00	5.1000%	10/28/2025
11/13/2024	Duncan Williams	General Fund	3134GXRJ5	FHLMC Agency	300,000.00	3.00%	100.000%	7,630.22	12,130.22	304,500.00	4.5000%	11/13/2024
11/18/2024	Duncan Williams	General Fund	3031APNE1	FHLB Agency	440,000.00	0.90%	100.000%	1,242.51	3,222.51	441,980.00	1.0000%	11/18/2024
12/9/2024	Duncan Williams	General Fund	3130AS6A2	FHLB Agency	300,000.00	3.00%	100.000%	-	4,500.00	304,500.00	3.0000%	12/9/2024
12/10/2024	Duncan Williams	General Fund	3130AR2L4	FHLB Agency	300,000.00	2.24%	100.000%	-	2,625.00	302,625.00	2.2361%	12/10/2024
12/16/2024	Duncan Williams	General Fund	3130APYM1	FHLB Agency	405,000.00	1.10%	100.000%	-	2,227.50	407,227.50	1.1000%	12/16/2024
1/21/2025	Duncan Williams	General Fund	3130ARJ93	FHLB Agency	300,000.00	4.25%	100.000%	-	3,187.50	303,187.50	3.1020%	4/21/2025
1/28/2025	Duncan Williams	General Fund	3130AN7P9	FHLB Agency	250,000.00	0.58%	100.000%	7,861.45	8,586.45	250,725.00	1.7000%	1/28/2025
2/1/2025	Duncan Williams	General Fund	052404QF0	Municipal	500,000.00	0.93%	100.000%	34,350.00	36,682.50	502,332.50	3.7000%	2/1/2025
2/18/2025	Duncan Williams	General Fund	3130AQRN5	FHLB Agency	300,000.00	2.15%	100.000%	-	3,225.00	303,225.00	1.6439%	2/18/2025
2/28/2025	Duncan Williams	General Fund	3130AQWS8	FHLB Agency	300,000.00	3.00%	100.000%	-	4,500.00	304,500.00	2.0291%	2/28/2025
3/28/2025	Duncan Williams	General Fund	3130AREF4	FHLB Agency	305,000.00	2.30%	100.000%	15,130.48	18,637.98	308,507.50	4.4500%	3/28/2025
3/28/2025	Duncan Williams	General Fund	3130AREZ0	FHLB Agency	500,000.00	2.30%	100.000%	16,968.99	22,718.99	505,750.00	5.0500%	3/28/2025
					-			-	-	-		
					<u>5,375,000.00</u>			<u>83,960.63</u>	<u>147,708.13</u>	<u>5,438,747.50</u>		
<b>Net Activity</b>					<u>(3,175,000.00)</u>			<u>65,798.17</u>		<u>(3,243,742.80)</u>		





## CITY COUNCIL AGENDA ITEM FORM

**Meeting Date:** May 13, 2025

**Agenda item:** 7E

**Prepared by:** L. Kowalik, Finance Director

**Reviewed by:** A. Garfaoui, City Manager

**Department:** Finance Department

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### Agenda Item Description:

Discussion and possible action to approve the Quarterly Financial Report ending March 31, 2025.

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### Staff Briefing:

Attached is a memorandum along with the Second Quarter Financial Report for the period ending March 31, 2025. The memo describes the detail contained in the actual report. The financial reports are cumulative from October 1, 2024, through the stated ending period.

Please keep in mind that this quarterly report is not an audited report. The numbers in this report are subject to slight changes. No significant changes are anticipated.

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### Action:

- ☐ Ordinance      ☐ Resolution  
☐ Proclamation      ☐ Special Presentation  
☒ Finance Report      ☐ Public Hearing  
☐ Other

Cost:	
Budgeted	
Actual	
Acct. Name	
Acct. Fund	
Other Funding	
Strategic Goal #	1, 3

**Strategic Goals: 1 - Stable, 2 - Secure, 3 - Supportive and 4 - Beautiful**

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### Staff Recommended Motion:

The recommended motion is to approve the City's Second Quarter Financial Report for the period October 1, 2024, through March 31, 2025 as presented.

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## MEMORANDUM

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Date: May 13, 2025

To: City Council and Mayor

Via: Anas Garfaoui, City Manager

From: Leroy Kowalik, Director of Finance & Administration

RE: Quarterly financial report summary for the period ending March 31, 2025

The attached fund summaries represent a snapshot of the financial status as of March 31, 2025. This represents six (6) months of the fiscal year; therefore, revenues and expenditures should be targeted at 50% of budget. The amounts recorded in the attached summaries are unaudited and are subject to minor changes. The remainder of this memo is focused on some of the points of interests within some of the major funds.

***General Fund:***

Overall general revenues are at 67% of budget. Property taxes are at approximately 92%. Sales tax and mixed beverage tax revenue amounts overall were on target through the second quarter of this fiscal year and are at 53% of budget. Franchise fees are at 46% of budget, although several of the franchise fees recorded this quarter are projections. These projections may vary slightly from the actual remittances and will be updated to reflect these differences. Interest income is still at great levels at 73%. Municipal court fees and permits and licenses are running at 50% and 57% respectively.

Overall expenditures are at 47% of budget. Most departments are close to the 50% target. Some departments are running above mainly because of expenditures such as capital expense, workers comp and property and liability insurance expenses that are paid at the beginning of the year for the full year. Personnel services are also slightly above the target because of longevity pay. Some departments are slightly below the target percentage due to seasonal activities and a couple of personnel vacancies.

Total revenue recorded through March 2025 is \$11,875,089. Total expenditures recorded through the same period are \$9,795,907. This activity results in a current net increase of \$2,079,182. This current net increase brings the City's General Fund balance to \$16,453,092.

### ***The 2022 GO Bond Fund and Capital Project Fund:***

The City currently has two funds that are utilized to expend money on major capital projects and special projects. They are the 2022 GO Bond Fund and the Capital Project Fund. These funds were created for specific projects to get accomplished.

As of March 2025:

The 2022 GO Bond Fund was created to track the receipt of the bond proceeds and accompany interest income and the expenditures to be made in accordance with the street projects identified as part of the 2022 bond election. As of this period, \$217,519 was recorded as interest income. \$4,141,555 was expended on project work. The fund balance as of this period is \$4,451,301.

The Capital Project Fund is where the City tracks a variety of projects that are not recorded through the General Fund. This keeps this function separate from General Fund operations. The fund balance as of this period is \$5,534,733.

### ***The Utility Funds: Pages 16-18***

The Utility Operating Fund is slightly below the target percentage in revenues at 49%. Expenditures are slightly above target at 53%. The actual cash and cash equivalents in the operating fund have decreased to approximately \$(24,532). These figures already include the annual payments for our annual leased water rights, any additional leased water rights needed and the EAA Management Fees. These figures also include two quarters of the budgeted transfers out as well. The fund balance in the Utility Renewals and Replacement Fund is at approximately \$1,152,299. The combined fund balance for our Utility System is \$1,127,767 as of March 2025.

The Storm Water Fund revenues are just below the target of 48% and the expenditures are below the target at 37%. The fund balance as of March 31, 2026 is \$276,289. That is a decrease of \$52,148 from the end of last fiscal year.

Although all the funds are important and monitored in detail, this memo covers the highlights on some of the major funds of the City. The rest of this report contains the financial summaries for all the different funds of the City.

**City of Live Oak**  
**Cumulative Report for the**  
**Second Quarter 2024/2025**  
**Ending March 31, 2025**  
**Unaudited**

Prepared by the Finance Department  
Leroy Kowalik  
Finance Director

**City of Live Oak  
General Fund**

**For the Period Ending March 31, 2025**

	<b>Original Budget</b>	<b>Budget Adjustments</b>	<b>Current Budget</b>	<b>Year-to-Date Actual</b>	<b>%</b>
<b>Revenue:</b>					
Taxes - Ad Valorem	\$ 5,776,769	\$ -	\$ 5,776,769	\$ 5,329,815	92%
Taxes - Sales Tax, Mixed Beverage	8,718,627	-	8,718,627	4,657,149	53%
Franchise Fees	1,172,000	-	1,172,000	542,978	46%
Permits & Licenses	303,100	-	303,100	174,095	57%
Grants & Intergovernmental	255,000	-	255,000	224,997	88%
Service Use Fees	112,400	-	112,400	36,876	33%
Fines and Forfeitures	546,000	-	546,000	272,920	50%
Interest	490,000	-	490,000	358,255	73%
Miscellaneous	96,000	-	96,000	62,004	65%
<b>Total Revenues:</b>	<b>17,469,896</b>	<b>-</b>	<b>17,469,896</b>	<b>11,659,089</b>	<b>67%</b>
<b>Expenditures by Department:</b>					
City Council	49,650	-	49,650	20,907	42%
Council Contingency	200,000	-	200,000	36,142	18%
City Manager's Office	431,950	-	431,950	193,020	45%
City Secretary's Office	680,175	-	680,175	426,736	63%
Municipal Court	439,575	-	439,575	185,480	42%
Finance	834,300	-	834,300	400,171	48%
Emergency Management	19,835	-	19,835	10,073	51%
Police Department	5,687,630	-	5,687,630	2,894,259	51%
Communication Services	1,084,125	-	1,084,125	520,685	48%
Fire and EMS Services Department	3,745,071	-	3,745,071	1,845,394	49%
Public Works	1,651,750	-	1,651,750	678,577	41%
Streets Maintenance	1,084,450	-	1,084,450	332,982	31%
Animal Control	450,462	-	450,462	177,599	39%
Parks Maintenance	936,000	-	936,000	364,666	39%
Recreation	347,550	-	347,550	139,391	40%
Planning and Zoning	274,800	-	274,800	88,064	32%
Development Services	322,665	-	322,665	109,593	34%
Information Technology	495,400	-	495,400	289,404	58%
<b>Total Expenditures</b>	<b>18,735,388</b>	<b>-</b>	<b>18,735,388</b>	<b>8,713,143</b>	<b>47%</b>
Excess (Deficiency) of Revenues					
Over (Under) Expenditures	(1,265,492)	-	(1,265,492)	2,945,946	
<b>Other Sources and (Uses):</b>					
Interfund Transfers In	432,000	-	432,000	216,000	50%
Interfund Transfers Out	(2,159,029)	-	(2,159,029)	(1,082,764)	50%
<b>Total Other Sources and Uses:</b>	<b>(1,727,029)</b>	<b>-</b>	<b>(1,727,029)</b>	<b>(866,764)</b>	<b>50%</b>
Net Change in Fund Balance	(2,992,521)	-	(2,992,521)	2,079,182	
<b>Beginning Fund Balance - October 1, 2024</b>	<b>\$ 14,305,596</b>	<b>\$ 68,314</b>	<b>\$ 14,373,910</b>	<b>\$ 14,373,910</b>	
<b>Ending Fund Balance - March 31, 2025</b>	<b>\$ 11,313,075</b>	<b>\$ 68,314</b>	<b>\$ 11,381,389</b>	<b>\$ 16,453,092</b>	
Approved Designated Fund Balance Appropriations					
Undesignated Fund Balance	2,992,521	-	2,992,521	-	
	2,992,521	-	2,992,521	-	

**City of Live Oak**  
**Asset Replacement Fund**

**For the Period Ending March 31, 2025**

	<u>Original Budget</u>	<u>Budget Adjustments</u>	<u>Current Budget</u>	<u>Year-to-Date Actual</u>	<u>%</u>
<b>Revenue:</b>					
Interest	\$ 90,000	\$ -	\$ 90,000	\$ 75,990	84%
Miscellaneous	-	-	-	-	0%
<b>Total Revenues:</b>	<u>90,000</u>	<u>-</u>	<u>90,000</u>	<u>75,990</u>	<u>84%</u>
<b>Expenditures:</b>					
Vehicles/Equipment	<u>1,004,500</u>	<u>-</u>	<u>1,004,500</u>	<u>461,696</u>	<u>46%</u>
<b>Total Expenditures</b>	<u>1,004,500</u>	<u>-</u>	<u>1,004,500</u>	<u>461,696</u>	<u>46%</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	(914,500)	-	(914,500)	(385,706)	
<b>Other Sources and Uses:</b>					
Interfund Transfers In	<u>1,479,707</u>	<u>-</u>	<u>1,479,707</u>	<u>739,854</u>	<u>50%</u>
<b>Total Other Sources and Uses:</b>	<u>1,479,707</u>	<u>-</u>	<u>1,479,707</u>	<u>739,854</u>	<u>50%</u>
Net Change in Fund Balance	565,207	-	565,207	354,148	
<b>Beginning Fund Balance - October 1, 2024</b>	<u>\$ 3,350,921</u>	<u>\$ (9,016)</u>	<u>\$ 3,341,905</u>	<u>\$ 3,341,905</u>	
<b>Ending Fund Balance - March 31, 2025</b>	<u>\$ 3,916,128</u>	<u>\$ (9,016)</u>	<u>\$ 3,907,112</u>	<u>\$ 3,696,053</u>	

**City of Live Oak  
Abatement Fund**

**For the Period Ending March 31, 2025**

	<u>Original Budget</u>	<u>Budget Adjustments</u>	<u>Current Budget</u>	<u>Year-to-Date Actual</u>	<u>%</u>
<b>Revenue:</b>					
Service Fees	\$ 7,000	\$ -	\$ 7,000	\$ 1,018	15%
<b>Total Revenues:</b>	7,000	-	7,000	1,018	15%
<b>Expenditures:</b>					
Public Works	16,000	-	16,000	6,845	43%
<b>Total Expenditures</b>	16,000	-	16,000	6,845	43%
Excess (Deficiency) of Revenues Over (Under) Expenditures	(9,000)	-	(9,000)	(5,827)	
<b>Other Sources and Uses:</b>					
Interfund Transfers In	-	-	-	-	0%
<b>Total Other Sources and Uses:</b>	-	-	-	-	0%
Net Change in Fund Balance	(9,000)	-	(9,000)	(5,827)	
<b>Beginning Fund Balance - October 1, 2024</b>	<u>\$ 53,654</u>	<u>\$ 947</u>	<u>\$ 54,601</u>	<u>\$ 54,601</u>	
<b>Ending Fund Balance - March 31, 2025</b>	<u>\$ 44,654</u>	<u>\$ -</u>	<u>\$ 45,601</u>	<u>\$ 48,774</u>	

**City of Live Oak  
Debt Service Fund**

**For the Period Ending March 31, 2025**

	<u>Original Budget</u>	<u>Budget Adjustments</u>	<u>Current Budget</u>	<u>Year-to-Date Actual</u>	<u>%</u>
<b>Revenue:</b>					
Taxes - Ad Valorem	\$ 1,472,876	\$ -	\$ 1,472,876	\$ 1,360,269	92%
Interest	<u>60,000</u>	<u>-</u>	<u>60,000</u>	<u>16,224</u>	<u>27%</u>
<b>Total Revenues:</b>	1,532,876	-	1,532,876	1,376,493	90%
<b>Expenditures:</b>					
Debt Service	<u>2,393,200</u>	<u>-</u>	<u>2,393,200</u>	<u>495,100</u>	<u>21%</u>
<b>Total Expenditures</b>	<u>2,393,200</u>	<u>-</u>	<u>2,393,200</u>	<u>495,100</u>	<u>21%</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	(860,324)	-	(860,324)	881,393	
<b>Other Sources and Uses:</b>					
Interfund Transfers In	<u>917,324</u>	<u>-</u>	<u>917,324</u>	<u>458,662</u>	<u>50%</u>
<b>Total Other Sources and Uses:</b>	<u>917,324</u>	<u>-</u>	<u>917,324</u>	<u>458,662</u>	<u>50%</u>
Net Change in Fund Balance	57,000	-	57,000	1,340,055	
<b>Beginning Fund Balance - October 1, 2024</b>	<u>\$ 603,042</u>	<u>\$ (2,375)</u>	<u>\$ 600,667</u>	<u>\$ 600,667</u>	
<b>Ending Fund Balance - March 31, 2025</b>	<u>\$ 660,042</u>	<u>\$ (2,375)</u>	<u>\$ 657,667</u>	<u>\$ 1,940,722</u>	



**City of Live Oak  
Forfeiture Fund**

**For the Period Ending March 31, 2025**

	<u>Original Budget</u>	<u>Budget Adjustments</u>	<u>Current Budget</u>	<u>Year-to-Date Actual</u>	<u>%</u>
<b>Revenue:</b>					
Fines & Forfeitures	\$ 52,000	\$ -	\$ 52,000	\$ 43,035	83%
Interest	8,000	-	8,000	6,157	77%
<b>Total Revenues:</b>	<u>60,000</u>	<u>-</u>	<u>60,000</u>	<u>49,192</u>	<u>82%</u>
<b>Expenditures:</b>					
Federal Forfeitures	160,200	-	160,200	\$ 49,936	31%
State Forfeitures	-	-	-	-	0%
<b>Total Expenditures</b>	<u>160,200</u>	<u>-</u>	<u>160,200</u>	<u>\$ 49,936</u>	<u>31%</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	(100,200)	-	(100,200)	\$ (744)	
Net Change in Fund Balance	(100,200)	-	(100,200)	\$ (744)	
<b>Beginning Fund Balance - October 1, 2024</b>	<u>\$ 375,380</u>	<u>\$ 25,361</u>	<u>\$ 400,741</u>	<u>\$ 400,741</u>	
<b>Ending Fund Balance - March 31, 2025</b>	<u>\$ 275,180</u>	<u>\$ 25,361</u>	<u>\$ 300,541</u>	<u>\$ 399,997</u>	

**City of Live Oak  
Federal /State Grants**

**For the Period Ending March 31, 2025**

	<u>Original Budget</u>	<u>Budget Adjustments</u>	<u>Current Budget</u>	<u>Year-to-Date Actual</u>	<u>%</u>
<b>Revenue:</b>					
Grants & Intergovernmental Allocations	\$ -	\$ -	\$ -	\$ -	0%
Interest	-	-	-	-	<u>0%</u>
<b>Total Revenues:</b>	-	-	-	-	0%
<b>Expenditures:</b>					
Project Construction	-	-	-	-	<u>0%</u>
<b>Total Expenditures</b>	-	-	-	-	<u>0%</u>
Net Change in Fund Balance	-	-	-	-	
<b>Beginning Fund Balance - October 1, 2024</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	
<b>Ending Fund Balance - March 31, 2025</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	

**City of Live Oak  
Child Safety Fund**

**For the Period Ending March 31, 2025**

	<u>Original Budget</u>	<u>Budget Adjustments</u>	<u>Current Budget</u>	<u>Year-to-Date Actual</u>	<u>%</u>
<b>Revenue:</b>					
Grants & Intergovernmental Allocations	\$ 16,000	\$ -	\$ 16,000	\$ 6,430	40%
Interest	5,000	-	5,000	3,557	71%
<b>Total Revenues:</b>	21,000	-	21,000	9,987	48%
<b>Expenditures:</b>					
Police Department	3,500	-	3,500	588	17%
Fire & Inspections	2,500	-	2,500	-	0%
Public Works-General	44,735	-	44,735	-	0%
<b>Total Expenditures</b>	50,735	-	50,735	588	1%
Net Change in Fund Balance	(29,735)	-	(29,735)	9,399	
<b>Beginning Fund Balance - October 1, 2024</b>	<u>\$ 168,990</u>	<u>\$ 8,128</u>	<u>\$ 177,118</u>	<u>\$ 177,118</u>	
<b>Ending Fund Balance - March 31, 2025</b>	<u>\$ 139,255</u>	<u>\$ 8,128</u>	<u>\$ 147,383</u>	<u>\$ 186,517</u>	

**City of Live Oak  
Court Technology Fund**

**For the Period Ending March 31, 2025**

	<u>Original Budget</u>	<u>Budget Adjustments</u>	<u>Current Budget</u>	<u>Year-to-Date Actual</u>	<u>%</u>
<b>Revenue:</b>					
Fines & Forfeitures	\$ 14,000	\$ -	\$ 14,000	\$ 5,594	40%
Interest	3,000	-	3,000	2,680	89%
<b>Total Revenues:</b>	17,000	-	17,000	8,274	49%
<b>Expenditures:</b>					
Municipal Court	27,600	-	27,600	7,944	29%
<b>Total Expenditures</b>	27,600	-	27,600	7,944	29%
Net Change in Fund Balance	(10,600)	-	(10,600)	330	
<b>Beginning Fund Balance - October 1, 2024</b>	<u>\$ 124,299</u>	<u>\$ 678</u>	<u>\$ 124,977</u>	<u>\$ 124,977</u>	
<b>Ending Fund Balance - March 31, 2025</b>	<u>\$ 113,699</u>	<u>\$ 678</u>	<u>\$ 114,377</u>	<u>\$ 125,307</u>	

**City of Live Oak  
Court Security Fund**

**For the Period Ending March 31, 2025**

	<u>Original Budget</u>	<u>Budget Adjustments</u>	<u>Current Budget</u>	<u>Year-to-Date Actual</u>	<u>%</u>
<b>Revenue:</b>					
Fines & Forfeitures	\$ 13,000	\$ -	\$ 13,000	\$ 6,572	51%
Interest	<u>1,000</u>	<u>-</u>	<u>1,000</u>	<u>1,677</u>	<u>168%</u>
<b>Total Revenues:</b>	14,000	-	14,000	8,249	59%
<b>Expenditures:</b>					
Municipal Court	<u>25,375</u>	<u>-</u>	<u>25,375</u>	<u>2,910</u>	<u>11%</u>
<b>Total Expenditures</b>	25,375	-	25,375	2,910	11%
Net Change in Fund Balance	(11,375)	-	(11,375)	5,339	
<b>Beginning Fund Balance - October 1, 2024</b>	<u>\$ 71,834</u>	<u>\$ 8,757</u>	<u>\$ 80,591</u>	<u>\$ 80,591</u>	
<b>Ending Fund Balance - March 31, 2025</b>	<u>\$ 60,459</u>	<u>\$ 8,757</u>	<u>\$ 69,216</u>	<u>\$ 85,930</u>	

**City of Live Oak**  
**Hotel Occupancy Tax (HOT) Fund**

**For the Period Ending March 31, 2025**

	<u>Original Budget</u>	<u>Budget Adjustments</u>	<u>Current Budget</u>	<u>Year-to-Date Actual</u>	<u>%</u>
<b>Revenue:</b>					
Occupancy Tax	\$ 615,000	\$ -	\$ 615,000	\$ 140,115	23%
Interest	40,000	-	40,000	29,313	73%
<b>Total Revenues:</b>	<u>655,000</u>	<u>-</u>	<u>655,000</u>	<u>169,428</u>	<u>26%</u>
<b>Expenditures:</b>					
Administration Department	<u>803,000</u>	<u>-</u>	<u>803,000</u>	<u>140,969</u>	<u>18%</u>
<b>Total Expenditures</b>	<u>803,000</u>	<u>-</u>	<u>803,000</u>	<u>140,969</u>	<u>18%</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	(148,000)	-	(148,000)	28,459	
<b>Other Sources and Uses:</b>					
Interfund Transfers Out	<u>(24,156)</u>	<u>-</u>	<u>(24,156)</u>	<u>(12,078)</u>	<u>50%</u>
<b>Total Other Sources and Uses:</b>	<u>(24,156)</u>	<u>-</u>	<u>(24,156)</u>	<u>(12,078)</u>	<u>50%</u>
Net Change in Fund Balance	(172,156)	-	(172,156)	16,381	
<b>Beginning Fund Balance - October 1, 2024</b>	<u>\$ 1,335,498</u>	<u>\$ 187,393</u>	<u>\$ 1,522,891</u>	<u>\$ 1,522,891</u>	
<b>Ending Fund Balance - March 31, 2025</b>	<u>\$ 1,163,342</u>	<u>\$ 187,393</u>	<u>\$ 1,350,735</u>	<u>\$ 1,539,272</u>	

**City of Live Oak  
Emergency Radio System Fund**

**For the Period Ending March 31, 2025**

	<u><b>Original Budget</b></u>	<u><b>Budget Adjustments</b></u>	<u><b>Current Budget</b></u>	<u><b>Year-to-Date Actual</b></u>	<u><b>%</b></u>
<b>Revenue:</b>					
Service Use Fees	\$ 5,000	\$ -	\$ 5,000	\$ 900	18%
Interest	<u>3,000</u>	<u>-</u>	<u>3,000</u>	<u>921</u>	<u>31%</u>
<b>Total Revenues:</b>	<u>8,000</u>	<u>-</u>	<u>8,000</u>	<u>1,821</u>	<u>23%</u>
<b>Expenditures:</b>					
Emergency Radio System	<u>25,170</u>	<u>-</u>	<u>25,170</u>	<u>3,199</u>	<u>13%</u>
<b>Total Expenditures</b>	<u>25,170</u>	<u>-</u>	<u>25,170</u>	<u>3,199</u>	<u>13%</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	(17,170)	-	(17,170)	(1,378)	
<b>Other Sources and Uses:</b>					
Interfund Transfers Out	<u>(10,000)</u>	<u>-</u>	<u>(10,000)</u>	<u>(5,000)</u>	<u>50%</u>
<b>Total Other Sources and Uses:</b>	<u>(10,000)</u>	<u>-</u>	<u>(10,000)</u>	<u>(5,000)</u>	<u>50%</u>
Net Change in Fund Balance	(27,170)	-	(27,170)	(6,378)	
<b>Beginning Fund Balance - October 1, 2024</b>	<u>\$ 85,945</u>	<u>\$ (462)</u>	<u>\$ 85,483</u>	<u>\$ 85,483</u>	
<b>Ending Fund Balance - March 31, 2025</b>	<u>\$ 58,775</u>	<u>\$ (462)</u>	<u>\$ 58,313</u>	<u>\$ 79,105</u>	

**City of Live Oak  
PEG Fund**

**For the Period Ending March 31, 2025**

	<u>Original Budget</u>	<u>Budget Adjustments</u>	<u>Current Budget</u>	<u>Year-to-Date Actual</u>	<u>%</u>
<b>Revenue:</b>					
Franchise Fee	\$ 50,000	\$ -	\$ 50,000	\$ 16,454	33%
<b>Total Revenues:</b>	50,000	-	50,000	16,454	33%
<b>Expenditures:</b>					
Capital Outlay	65,000	-	65,000	-	0%
<b>Total Expenditures</b>	65,000	-	65,000	-	0%
Net Change in Fund Balance	(15,000)	-	(15,000)	16,454	
<b>Beginning Fund Balance - October 1, 2024</b>	<u>\$ 480,161</u>	<u>\$ (2,413)</u>	<u>\$ 477,748</u>	<u>\$ 477,748</u>	
<b>Ending Fund Balance - March 31, 2025</b>	<u>\$ 465,161</u>	<u>\$ (2,413)</u>	<u>\$ 462,748</u>	<u>\$ 494,202</u>	



**City of Live Oak  
Alamo Regional SWAT Fund**

**For the Period Ending March 31, 2025**

	<u>Original Budget</u>	<u>Budget Adjustments</u>	<u>Current Budget</u>	<u>Year-to-Date Actual</u>	<u>%</u>
<b>Revenue:</b>					
Intergovernmental	\$ 52,000	\$ -	\$ 52,000	\$ 52,000	100%
<b>Total Revenues:</b>	52,000	-	52,000	52,000	100%
<b>Expenditures:</b>					
Capital Outlay	38,700	-	38,700	25,142	65%
<b>Total Expenditures</b>	38,700	-	38,700	25,142	65%
Excess (Deficiency) of Revenues Over (Under) Expenditures	13,300	-	13,300	26,858	
<b>Other Sources and Uses:</b>					
Interfund Transfers In	6,500	-	6,500	6,500	100%
<b>Total Other Sources and Uses:</b>	6,500	-	6,500	6,500	100%
Net Change in Fund Balance	19,800	-	19,800	33,358	
<b>Beginning Fund Balance - October 1, 2024</b>	<u>\$ 96,925</u>	<u>\$ (111)</u>	<u>\$ 96,814</u>	<u>\$ 96,814</u>	
<b>Ending Fund Balance - March 31, 2025</b>	<u>\$ 116,725</u>	<u>\$ (111)</u>	<u>\$ 116,614</u>	<u>\$ 130,172</u>	

**City of Live Oak  
2022 G.O. Bond Fund**

**For the Period Ending March 31, 2025**

	<u>Original Budget</u>	<u>Budget Adjustments</u>	<u>Current Budget</u>	<u>Year-to-Date Actual</u>	<u>%</u>
<b>Revenue:</b>					
Interest	\$ 400,000	\$ -	\$ 400,000	\$ 217,519	54%
<b>Total Revenues:</b>	400,000	-	400,000	217,519	54%
<b>Expenditures:</b>					
Professional Fees	75,000	-	75,000	550	1%
Construction Costs	7,880,063	820,274	8,700,337	4,141,005	48%
<b>Total Expenditures</b>	<u>7,955,063</u>	<u>820,274</u>	<u>8,775,337</u>	<u>4,141,555</u>	<u>47%</u>
Excess (Deficiency) of Revenues					
Over (Under) Expenditures	(7,555,063)	(820,274)	(8,375,337)	(3,924,036)	
Net Change in Fund Balance	(7,555,063)	(820,274)	(8,375,337)	(3,924,036)	
<b>Beginning Fund Balance - October 1, 2024</b>	<u>\$ 7,555,063</u>	<u>\$ 820,274</u>	<u>\$ 8,375,337</u>	<u>\$ 8,375,337</u>	
<b>Ending Fund Balance - March 31, 2025</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4,451,301</u>	

**City of Live Oak  
Capital Projects Fund**

**For the Period Ending March 31, 2025**

	<u>Original Budget</u>	<u>Budget Adjustments</u>	<u>Current Budget</u>	<u>Year-to-Date Actual</u>	<u>%</u>
<b>Revenue:</b>					
Interest	\$ 75,000	\$ -	\$ 75,000	\$ 118,059	157%
<b>Total Revenues:</b>	75,000	-	75,000	118,059	157%
<b>Expenditures:</b>					
Professional Fees	200,000	-	200,000	122,085	61%
Capital Outlay - Equipment	635,188	-	635,188	388,249	61%
Construction	5,178,926	-	5,178,926	266,317	5%
<b>Total Expenditures</b>	<u>6,014,114</u>	<u>-</u>	<u>6,014,114</u>	<u>776,651</u>	<u>13%</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	(5,939,114)	-	(5,939,114)	(658,592)	
<b>Other Sources and Uses:</b>					
Interfund Transfers In	1,816,700	-	1,816,700	908,350	50%
<b>Total Other Sources and Uses:</b>	<u>1,816,700</u>	<u>-</u>	<u>1,816,700</u>	<u>908,350</u>	<u>50%</u>
Net Change in Fund Balance	(4,122,414)	-	(4,122,414)	249,758	
<b>Beginning Fund Balance - October 1, 2024</b>	<u>\$ 4,743,418</u>	<u>\$ 541,557</u>	<u>\$ 5,284,975</u>	<u>\$ 5,284,975</u>	
<b>Ending Fund Balance - March 31, 2025</b>	<u>\$ 621,004</u>	<u>\$ 541,557</u>	<u>\$ 1,162,561</u>	<u>\$ 5,534,733</u>	

**City of Live Oak  
Capital Projects Fund  
2024/2025 Approved Project Budgets  
(As Amended)**

Description	Fiscal Year Ending					Project Totals
	Previous Fiscal Years	YTD 3/31/2025	Budget 9/30/2025	Budget 9/30/2026	Budget 9/30/2027	
<b>Beginning Fund Balance</b>		\$ 5,284,974	\$ 5,284,974	\$ 702,449	\$ 1,302,449	
<b>Revenues:</b>						
General Fund Transfer		500,000	1,000,000	900,000	900,000	
General Fund Transfer-Additional		-	-	-	-	
EDC Project Related Transfer		408,350	816,700	-	-	
Interest Income		118,059	75,000	50,000	50,000	
<b>Total Revenue:</b>		1,026,409	1,891,700	950,000	950,000	
<b>Total Funds</b>		\$ 6,311,383	\$ 7,176,674	\$ 1,652,449	\$ 2,252,449	
<b>Project Expenditures:</b>						
<b>General Projects</b>						
Radio Tower Improvements	\$ -	\$ -	\$ 423,000	\$ -	\$ -	423,000
Yard Gates with Heavy Duty Controllers	-	-	100,000	-	-	100,000
Replacement of the 30 ton A/C unit at FD	-	165,263	183,000	-	-	183,000
Facilities Planning	99,501	-	25,499	-	-	125,000
Facility Upgrades	-	-	150,000	-	-	150,000
Sidewalk/Curb/Ramps/Driveways Program	-	-	100,000	100,000	100,000	300,000
Street Repair Program	-	-	250,000	250,000	250,000	750,000
Pool/Clubhouse/Restroom/Office-Planning	-	-	100,000	-	-	100,000
Pool/Clubhouse/Restroom/Office-Construct	-	-	450,000	-	-	450,000
Ped/Bicycle Crossing Shin Oak Bridge-Plan	25,568	7,749	4,432	-	-	30,000
<b>Total General Projects</b>	125,069	173,012	1,785,931	350,000	350,000	2,611,000
<b>Additional GF Supported Projects</b>						
Generator Project	1,201,671	207,265	272,409	-	-	1,474,080
Sewer Line Televising and Rehabilitation	522,502	2,722	915,359	-	-	1,437,861
<b>Main Park Pavilion</b>	84,490	-	-	-	-	84,490
<b>Main Park Walking Trails</b>	232,527	-	-	-	-	232,527
<b>Main Park Playground Equipment (Hilltop)</b>	492,042	-	-	-	-	492,042
Replace Galvanized Steel Water Main	94,671	3,450	75,329	-	-	170,000
Lead & Copper Supply Inventory/Testing	115,292	-	84,708	-	-	200,000
<b>Total Additional GF Supported Projects</b>	2,743,195	213,437	1,347,805	-	-	4,091,000
<b>EDC Supported Projects</b>						
Woodcrest Park Walking Trail	391,596	-	8,404	-	-	400,000
Toepperwein Rd. Waterline Extension	-	-	175,000	-	-	175,000
Median & ROW Beautification	67,231	-	7,769	-	-	75,000
Modernizing existing monumentation	-	1,608	60,000	-	-	60,000
Shin Oak to Village Oak Walking Trail	139,601	174,424	232,099	-	-	371,700
Main Park Parking Lots/Drives Design	16,105	108,492	283,895	-	-	300,000
Main Park Parking Lots/Drives Construction	-	-	2,290,000	-	-	2,290,000
Pat Booker Triangle	51,150	8,318	148,850	-	-	200,000
Monuments Signage - RBFCU Prop	65,528	97,359	134,472	-	-	200,000
<b>Total EDC Supported Projects</b>	731,211	390,201	3,340,489	-	-	4,071,700
<b>Total Project Expenditures</b>	3,599,475	776,650	6,474,225	350,000	350,000	10,773,700
<b>Ending Fund Balance</b>		\$ 5,534,733	\$ 702,449	\$ 1,302,449	\$ 1,902,449	

**City of Live Oak  
Utility Operations Fund**

**For the Period Ending March 31, 2025**

	<u>Original Budget</u>	<u>Budget Adjustments</u>	<u>Current Budget</u>	<u>Year-to-Date Actual</u>	<u>%</u>
<b>Revenue:</b>					
Utility Revenue	\$ 6,790,405	\$ -	\$ 6,790,405	\$ 3,312,894	49%
<b>Total Revenues:</b>	6,790,405	-	6,790,405	3,312,894	49%
<b>Expenditures:</b>					
Administration Department	339,500	-	339,500	158,805	47%
Public Works General	5,882,831	-	5,882,831	3,124,299	53%
<b>Total Expenditures</b>	<u>6,222,331</u>	<u>-</u>	<u>6,222,331</u>	<u>3,283,104</u>	<u>53%</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	568,074	-	568,074	29,790	
<b>Other Sources and Uses:</b>					
Interfund Transfers In	29,500		29,500	14,750	50%
Interfund Transfers Out	(496,500)	-	(496,500)	(248,250)	50%
<b>Total Other Sources and Uses:</b>	<u>(467,000)</u>	<u>-</u>	<u>(467,000)</u>	<u>(233,500)</u>	<u>50%</u>
Net Change in Fund Balance	101,074	-	101,074	(203,710)	
<b>Beg. Net Working Cap - October 1, 2024</b>	<u>\$ 165,572</u>	<u>\$ 13,606</u>	<u>\$ 179,178</u>	<u>\$ 179,178</u>	
<b>End. Net Working Cap. - March 31, 2025</b>	<u>\$ 266,646</u>	<u>\$ 13,606</u>	<u>\$ 280,252</u>	<u>\$ (24,532)</u>	

**City of Live Oak**  
**Utility Development and Renewals/Replacement Fund**

**For the Period Ending March 31, 2025**

	<u>Original Budget</u>	<u>Budget Adjustments</u>	<u>Current Budget</u>	<u>Year-to-Date Actual</u>	<u>%</u>
<b>Revenue:</b>					
Interest	\$ 35,000	\$ -	\$ 35,000	\$ 26,636	76%
Miscellaneous	-	-	-	-	0%
<b>Total Revenues:</b>	<u>35,000</u>	<u>-</u>	<u>35,000</u>	<u>26,636</u>	<u>76%</u>
<b>Expenditures:</b>					
Public Works General	<u>570,000</u>	<u>-</u>	<u>570,000</u>	<u>208,413</u>	<u>37%</u>
<b>Total Expenditures</b>	<u>570,000</u>	<u>-</u>	<u>570,000</u>	<u>208,413</u>	<u>37%</u>
Excess (Deficiency) of Revenues					
Over (Under) Expenditures	(535,000)	-	(535,000)	(181,777)	
<b>Other Sources and Uses:</b>					
Interfund Transfers In	<u>310,000</u>	<u>-</u>	<u>310,000</u>	<u>155,000</u>	<u>50%</u>
<b>Total Other Sources and Uses:</b>	<u>310,000</u>	<u>-</u>	<u>310,000</u>	<u>155,000</u>	<u>50%</u>
Net Change in Fund Balance	(225,000)	-	(225,000)	(26,777)	
<b>Beginning Fund Balance - October 1, 2024</b>	<u>\$ 1,148,402</u>	<u>\$ 30,674</u>	<u>\$ 1,179,076</u>	<u>\$ 1,179,076</u>	
<b>Ending Fund Balance - March 31, 2025</b>	<u>\$ 923,402</u>	<u>\$ 30,674</u>	<u>\$ 954,076</u>	<u>\$ 1,152,299</u>	

**City of Live Oak  
Storm Water Utility Fund**

**For the Period Ending March 31, 2025**

	<u>Original Budget</u>	<u>Budget Adjustments</u>	<u>Current Budget</u>	<u>Year-to-Date Actual</u>	<u>%</u>
<b>Revenue:</b>					
Utility Revenue	\$ 676,000	\$ -	\$ 676,000	\$ 324,094	48%
<b>Total Revenues:</b>	676,000	-	676,000	324,094	48%
<b>Expenditures:</b>					
Operations	904,500	-	904,500	332,307	37%
<b>Total Expenditures</b>	904,500	-	904,500	332,307	37%
Excess (Deficiency) of Revenues Over (Under) Expenditures	(228,500)	-	(228,500)	(8,213)	
<b>Other Sources and Uses:</b>					
Interfund Transfers Out	(87,869)	-	(87,869)	(43,935)	50%
<b>Total Other Sources and Uses:</b>	(87,869)	-	(87,869)	(43,935)	50%
Net Change in Fund Balance	(316,369)	-	(316,369)	(52,148)	
<b>Beg. Net Working Cap - October 1, 2024</b>	<u>\$ 345,923</u>	<u>\$ (17,486)</u>	<u>\$ 328,437</u>	<u>\$ 328,437</u>	
<b>End. Net Working Cap. - March 31, 2025</b>	<u>\$ 29,554</u>	<u>\$ (17,486)</u>	<u>\$ 12,068</u>	<u>\$ 276,289</u>	

**City of Live Oak  
Economic Development Corporation**

**For the Period Ending March 31, 2025**

	<u>Original Budget</u>	<u>Budget Adjustments</u>	<u>Current Budget</u>	<u>Year-to-Date Actual</u>	<u>%</u>
<b>Revenue:</b>					
Taxes - Other	\$ 2,724,209	\$ -	\$ 2,724,209	\$ 1,494,023	55%
Interest/Misc	185,000	-	185,000	140,468	76%
<b>Total Revenues:</b>	2,909,209	-	2,909,209	1,634,491	56%
<b>Expenditures:</b>					
Administration Department	1,034,470	-	1,034,470	194,894	19%
Utilities/Water Rights	600,000	-	600,000	-	0%
Land	155,000	-	155,000	-	0%
Unspecified Projects	100,000	-	100,000	-	0%
<b>Total Expenditures</b>	<u>1,889,470</u>	<u>-</u>	<u>1,889,470</u>	<u>194,894</u>	<u>10%</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	1,019,739	-	1,019,739	1,439,597	
<b>Other Sources and Uses:</b>					
Interfund Transfers In	24,156	-	24,156	12,078	50%
Interfund Transfers Out	(2,163,333)	-	(2,163,333)	(1,081,666)	50%
<b>Total Other Sources and Uses:</b>	<u>(2,139,177)</u>	<u>-</u>	<u>(2,139,177)</u>	<u>(1,069,588)</u>	<u>50%</u>
Net Change in Fund Balance	(1,119,438)	-	(1,119,438)	370,009	
<b>Beginning Fund Balance - October 1, 2024</b>	<u>\$ 5,412,317</u>	<u>\$ (143,907)</u>	<u>\$ 5,268,410</u>	<u>\$ 5,268,410</u>	
<b>Ending Fund Balance - March 31, 2025</b>	<u>\$ 4,292,879</u>	<u>\$ (143,907)</u>	<u>\$ 4,148,972</u>	<u>\$ 5,638,419</u>	





## CITY COUNCIL AGENDA ITEM FORM

**Meeting Date:** May 13, 2025

**Agenda item:** 7F

**Prepared by:** L. Kowalik, Finance Director

**Reviewed by:** A. Garfaoui, City Manager

**Department:** Finance Department

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### Agenda Item Description:

Discussion and possible action regarding surplus and disposal of fixed assets with an initial net worth of \$5,000 and over.

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### Staff Briefing:

While there is no specific statutory requirement that governs the process for disposing of the City's personal property, it is good policy to bring before Council, a list of fixed assets that staff is recommending for disposal to ensure proper disposition of the fixed or other assets and to ensure they are disposed of without violating the Constitution to prevent the gratuitous application of public funds. It is also good policy to bring before Council any surplus item, whether a fixed asset or not, if the intent is to sale or convey to another governmental entity or not-for-profit entity.

The list below contains the items that rises to the level of a City fixed asset:

ID#/Tag#	Description	Acquired	Fund	Location
05571/455	SW1 Chevrolet 2500HD – S/N-1GC0CUEG8FZ131105	2014	35	Stormwater
5616/489	P54 Chevrolet Tahoe – S/N-1GNLCDEC6GR295648	2016	35	Police
104/104	W51 Compressor – Sullair 185H – S/N 004-141018	2003	60	Utilities
5674/543	PK71 Exmark Lazer Z Mower – S/N-403121891	2019	35	Parks
5675/542	PK72 Exmark Lazer Z Mower – S/N-404435542	2019	35	Parks
05800/357	W15 Exmark Lazer Z Mower – S/N-730090	2008	60	Utilities

These items will be disposed of in the appropriate manner. This is an on-going program and more items may be coming before Council as staff identifies such items as disposable. Other items, in addition to the items listed above, may be considered obsolete, damaged or surplus that do not rise to the level of a fixed asset or not recorded as a City fixed asset may be requested for disposal.

## CITY COUNCIL AGENDA ITEM FORM

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**Action:**

- ☐ Ordinance      ☐ Resolution  
☐ Proclamation      ☐ Special Presentation  
☐ Finance Report      ☐ Public Hearing  
☒ Other

Cost:	
Budgeted	
Actual	
Acct. Name	
Acct. Fund	
Other Funding	
Strategic Goal #	3, 4

**Strategic Goals: 1 - Stable, 2 - Secure, 3 - Supportive and 4 - Beautiful**

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**Staff Recommended Motion:**

Staff's recommended motion is for the Council to approve the list of Fixed Assets that have been identified for disposal.



## CITY COUNCIL AGENDA ITEM FORM

**Meeting Date:** May 13, 2025

**Agenda item:** 7G

**Prepared by:** M. Fratus, Chief

**Reviewed by:** A. Garfaoui, City Manager

**Department:** Police Department

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### Agenda Item Description:

Discussion and possible action regarding a Resolution to authorize the City Manager to file a grant application for the FY26 SB 224 Catalytic Converter Grant Program with the Motor Vehicle Crime Prevention Authority Auxiliary Grant Program and authorize the City Manager or his designee to act on behalf of the City on all matters thereto and related to the application, setting an effective date.

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### Staff Briefing:

This grant opportunity will fund the continuation of the lease of the 6 (six) Flock License Plate Readers that were funded through the FY25 MVCPA grant. We will also be requesting to fund 5 (five) additional cameras with this grant application for a total of 11 (eleven) Flock License Plate Readers. The total cost of this proposed grant project is \$33,000 for the actual units with a one-time installation fee of \$650 per unit not already in place, for a grand total of \$36,250. The grant has a 20% match requirement, which equals \$7250.

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### Action:

- ☐ Ordinance      ☒ Resolution
- ☐ Proclamation      ☐ Special Presentation
- ☐ Finance Report      ☐ Public Hearing
- ☐ Other

Cost:	
Budgeted	N/A
Actual	
Acct. Name	
Acct. Fund	
Other Funding	Grant
Strategic Goal #	

**Strategic Goals: 1- Stable, 2- Secure, 3 - Supportive and 4 - Beautiful**

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### Staff Recommended Motion:

Motion to approve the Resolution and authorize the City Manager to file a grant application for the FY26 SB 224 Catalytic Converter Grant Program with the Motor Vehicle Crime Prevention Authority Auxiliary Grant Program and authorize the City Manager or his designee to act on behalf of the City on all matters thereto and related to the application, setting an effective date.

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF LIVE OAK, TEXAS AUTHORIZING THE FILING OF A GRANT APPLICATION FOR THE FY26 SB 224 CATALYTIC CONVERTER GRANT PROGRAM WITH THE MOTOR VEHICLE CRIME PREVENTION AUTHORITY AUXILIARY GRANT PROGRAM FOR THE LEASE OF STAND-ALONE LICENSE PLATE READERS FOR THE POLICE DEPARTMENT AND AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO ACT ON BEHALF OF THE CITY ON ALL MATTERS THERETO AND RELATED TO THE APPLICATION; SETTING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Live Oak, Texas (“City”) is a home rule city governed by the laws of the State of Texas; and

**WHEREAS**, under the provisions of the Texas Transportation Code Chapter 1006 and Texas Administrative Code Title 43; Part 3; Chapter 57, entities are eligible to receive grants from the Motor Vehicle Crime Prevention Authority to provide financial support to law enforcement task forces and agencies for economic motor vehicle theft, including catalytic converter theft; and

**WHEREAS** this grant program will assist this jurisdiction to combat catalytic converter theft; and

**WHEREAS**, The City of Live Oak has agreed that in the event of loss or misuse of the grant funds, the City of Live Oak agrees and assures that the grant funds will be returned in full to the Motor Vehicle Crime Prevention Authority.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LIVE OAK, TEXAS THAT:**

**Section 1.** That the facts and opinions in the preamble are true and correct.

**Section 2.** The City Council hereby designates the City Manager, Anas Garfaoui, as the Authorized Official to apply for, accept, decline, modify, or cancel the grant application for the Motor Vehicle Crime Prevention Authority Program, and all other necessary documents to accept said grant, on behalf of the City of Live Oak.

**Section 3.** Michael Fratus is designated as the Program Director and Leroy Kowalik is designated as the Financial Officer for this grant program.

**Section 4.** All Resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

**Section 5.** This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

**Section 6.** If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

**Section 7.** It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

**Section 8.** This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED AND ADOPTED, this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

CITY OF LIVE OAK, TEXAS

\_\_\_\_\_  
Mary M. Dennis, Mayor

ATTEST:

\_\_\_\_\_  
Isa Gaytan, City Secretary

(CITY SEAL)

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney



## CITY COUNCIL AGENDA ITEM FORM

**Meeting Date:** May 13, 2025

**Agenda item:** 7H

**Prepared by:** M. Wagster, PW Director

**Reviewed by:** A. Garfaoui, City Manager

**Department:** Public Works

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### Agenda Item Description:

Discussion and possible action to authorize the City Manager to execute a change order for Phase III of the 2022 Bond Improvements to Streets, Bridges, and Sidewalks Project to Texas Materials Group in the amount of \$305,463.

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### Staff Briefing:

The City Council awarded Phase III of the 2022 Bond Improvements to Streets Bridges, and Sidewalks Project to Texas Materials Group in the amount of \$756,340.75 and four add alternate bids in the amount of \$465,511.25 on February 25, 2025. The staff recommendation is to take advantage of the unit pricing from this bid by authorizing additional work not to exceed 25% of the original base bid and add alternates in the amount of \$305,463. Please see attached map for street repair areas.

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### Action:

- ☐ Ordinance      ☒ Resolution
- ☐ Proclamation      ☐ Special Presentation
- ☐ Finance Report      ☐ Public Hearing
- ☐ Other

<b>Cost: \$305,463.00</b>	
<b>Budgeted</b>	\$18,000,000
<b>Actual</b>	
<b>Acct. Name</b>	Street Bond Funds
<b>Acct. Fund</b>	
<b>Other Funding</b>	
<b>Strategic Goal #</b>	3

**Strategic Goals: 1- Stable, 2- Secure, 3 - Supportive and 4 - Beautiful**

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### Staff Recommended Motion:

Move to approve a Resolution to authorize the City Manager to execute a change order for Phase III of the 2022 Bond Improvements to Streets, Bridges, and Sidewalks Project to Texas Materials Group in the amount of \$305,463.

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIVE OAK, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A CHANGE ORDER FOR PHASE III OF THE 2022 BOND IMPROVEMENTS TO STREETS BRIDGES, AND SIDEWALKS PROJECT TO TEXAS MATERIALS GROUP IN THE AMOUNT OF \$305,463; AND AUTHORIZING THE CITY MANAGER TO TAKE ANY ADDITIONAL ACTIONS REASONABLY NECESSARY THEREWITH; PROVIDING A SEVERABILITY CLAUSE AND ESTABLISHING AN EFFECTIVE DATE.**

**WHEREAS**, on February 25, 2025, the City of Live Oak City Council accepted and awarded a bid to the Texas Materials Group in the amount of \$1,221,852 for Phase III of the 2022 Bond Improvements to Streets, Bridges, and Sidewalks Project, and authorized the city manager to enter a construction agreement; and,

**WHEREAS**, Local Government Code Section 252.048 provides that if changes in plans or specifications are necessary after the performance of the contract is begun or if it is necessary to decrease or increase the quantity of work to be performed or of materials, equipment, or supplies to be furnished, the governing body of the municipality may approve change orders making the changes; and,

**WHEREAS**, the original contract price may not be increased under Section 252.048 by more than 25 percent; and,

**WHEREAS**, the City Council hereby determines that contracting for additional construction work not to exceed 25% of the original bid is in the best financial interest of the City of Live Oak.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LIVE OAK, TEXAS:**

**SECTION 1.** The foregoing recitals are adopted and incorporated herein for all purposes.

**SECTION 2.** That the City Council of the City of Live Oak authorizes the City Manager to enter execute a change order with the Texas Materials Group in the amount of \$305,463.

**SECTION 3.** All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

**SECTION 4.** This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

**SECTION 5.** If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

**SECTION 6.** It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

**PASSED, APPROVED, and ADOPTED on this 13th day of May 2025.**

CITY OF LIVE OAK, TEXAS

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Mary M. Dennis, Mayor

ATTEST:

APPROVED AS TO FORM:

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Isa Gaytan, City Secretary

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City Attorney



**“EXHIBIT”**

