

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, FEBRUARY 25, 2025, AT 7:00 P.M.

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

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

Per Live Oak City Charter

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

1. January 28, 2025

- 6. NEW BUSINESS**

- A. Discussion and possible action regarding a Resolution awarding a bid for Phase III of the 2022 Bond Improvements to Streets, Bridges and Sidewalks Project to Texas Materials Group in the amount of \$1,221,852.00. – Mr. Wagster
  - B. Discussion and possible action regarding the Quarterly Investment Report for the period ending December 31, 2024 – Mr. Kowalik
  - C. Discussion and possible action regarding the First Quarterly Financial Report ending December 2024 – Mr. Kowalik
  - D. Discussion and possible action regarding disposal of fixed assets with an initial net worth of \$5,000 and over – Mr. Kowalik
  - E. Discussion and possible action regarding an Ordinance that amends the City of Live Oak utility rates for sewer service – Mr. Kowalik
  - F. Discussion and possible action regarding an Ordinance that amends the City of Live Oak utility rates for water service – Mr. Kowalik
  - G. Discussion and possible action regarding the Live Oak Police Department's 2024 Tier 1 and Tier 2 Racial Profiling Data in compliance with Art. 2.134(b) of the Texas Code of Criminal Procedure – Chief Fratus

H. Discussion and possible action regarding a Resolution authorizing the City Manager to execute an Interlocal Agreement for radio connectivity infrastructure project with Universal City – Chief Fratus

**7. CITY COUNCIL REPORT**

A. City Council Member’s report regarding discussion of City issues with citizens.

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

**A. City Council**

1. Ribbon Cuttings, upcoming City Events, Special meetings and workshops, conferences and special acknowledgments

**B. Staff**

1. Ribbon Cuttings, upcoming City Events, Special meetings and workshops, conferences and special acknowledgments

**9. 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 January 20, 2025, by 5:00 p.m.



Isa Gaytan, TRMC  
City Secretary



This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations 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

MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL  
CITY OF LIVE OAK  
8001 SHIN OAK DRIVE  
TUESDAY, JANUARY 28, 2025, AT 7:00 P.M.

**1. CALL TO ORDER**

Mayor Mary 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

Donna Lowder, Manager of Marketing and Economic Development Corporation

Leroy Kowalik, Director of Finance and Administration

Isa Gaytan, City Secretary

City Attorney (Excused absence)

**4. CITIZENS TO BE HEARD**

Suzan M. Delgado, who resides at 10919 Forest Farm, came before City Council to express her concerns about a vehicle parking on the lawn of a home and a file cabinet being stored on the front yard of a home near her residence.

## **5. CONSENT AGENDA**

- A. Approval of Minutes
  - January 14, 2025
- B. Consider approval of the 2024 fourth quarter Code Enforcement report
- C. Consider approving the cancellation of the February 11, 2025, June 24, 2025, and July 08, 2025, City Council Meetings
- D. Consider approval of the end-of-year Economic Development Corporation report for 2024

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

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

## **6. SPECIAL PRESENTATION**

- A. Presentation of Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA)

Mr. Kowalik came before City Council and presented the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA).

## **7. NEW BUSINESS**

- A. Discuss and consider action on an Ordinance by the City Council of the City of Live Oak, Texas, calling for a general election held jointly with various entities to be held on May 3, 2025, for the purpose of electing three (3) City Council Members Place 1, Place 3, and Place 5, making provision for the conduct of a general election, resolving other matters incident and related to such election – Mr. Garfaoui

City Secretary Isa Gaytan presented this item.

Motion was made by Councilmember Dahl and seconded by Councilmember Cimics to approve the Ordinance by the City Council of the City of Live Oak, Texas, calling for a general election held jointly with various entities to be held on May 3, 2025, for the purpose of electing three (3) City Council Members Place 1, Place 3, and Place 5, making provision for the conduct of a general election, resolving other matters incident and related to such election

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

- B. Discuss and consider action regarding the Annual Comprehensive Financial Report – Mr. Kowalik

Mr. Kowalik presented this item.

Motion was made by Councilmember Morgan and seconded by Mayor Pro-Tem Tullgren to approve the Annual Comprehensive Financial report.

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

**8. CITY COUNCIL REPORT**

- A. City Council Member’s report regarding discussion of City issues with citizens.

Councilmember Perez announced the passing of Dr. Loretta C. Ford.

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

**A. City Council**

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

**B. Staff**

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

Chief Fratus announced the applications are available for the Citizens Police Academy online or in the office.

**10. ADJOURNMENT**

Motion was made by Councilmember Cimics and seconded by Councilmember Dahl to adjourn the meeting at 7:23 p.m.

APPROVED:

ATTEST:

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

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



**Meeting Date:** February 25, 2025

**Agenda item:** 6A

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

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

**Department:** Public Works

**Agenda Item Description:**

Discussion and possible action regarding a Resolution awarding a bid for Phase III of the 2022 Bond Improvements to Streets, Bridges and Sidewalks Project to Texas Materials Group in the amount of \$1,221,852.00.

**Staff Briefing:**

Using the formal bid process, one contractor delivered a bid for Phase III of the 2022 Bond, Improvements to Streets, Bridges, and Sidewalks Project. The Texas Material Group provided a base bid in the amount of \$756,340.75, and four additional alternate bids amounting to \$465,511.25 for a total amount of \$1,221,852.00.

Staff believes the bid is highly competitive and the work performed by Texas Materials has performed exceptionally well on the first two phases. Your packets include the City Engineer’s recommendation along with the bid tabulation. In addition, staff has also created a map that contains the street projects.

**Action:**

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

<b>Total Amount:</b> \$1,221,852.00	
<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>	1, 2, 3, & 4

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

**Staff Recommended Motion:**

Motion to approve a Resolution awarding a bid for Phase III of the 2022 Bond Improvements to Streets, Bridges and Sidewalks to Texas Materials Group in the amount of \$1,221,852.00.

# 2022 Street Bond Project - Phase 3

## Map Code - Description

-  56 - Baywave Street Improvements (Forest Bluff to Woodbell)
-  57 - Denaë Dr. Street Improvements (Woodbell to End)
-  58 - Wood Terrace Street Improvements (Entire Length)
-  59 - Walkers Loop Street Improvements (Townes Pass to Lowder Ln.)
-  60 - Carlyle Springs Street Improvements
-  61 - Forest Summit Street Improvements (Forest Crossing to Forest Bow)
-  62 - Forest Dawn Street Improvements (Forest Corner to Forest Summit)
-  63 - Northledge Street Improvements (Village Oak to Sage Oak)
-  64 - Toppling Street Improvements (Acetano to Concrete Pavement)
-  65 - Brownstone Street Improvements (Woodsrim to Wilderness Trail)
-  66 - Ashby Point (Baywave to Forest Bluff)
-  City Limits



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

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF LIVE OAK, TEXAS AWARING A BID FOR PHASE III OF THE 2022 BOND IMPROVEMENTS TO STREETS, BRIDGES AND SIDWALK PROJECT TO TEXAS MATERIALS IN THE AMOUNT OF \$1,221,852.00.**

**WHEREAS**, on November 12, 2024, the City Council of the City of Live Oak authorized the City Manager to enter into an agreement with 6S Engineering Incorporated for the purpose of supplemental engineering services related to the 2022 Capital Improvement Roadway Bond project for multiple streets, under Resolution number 2115; and

**WHEREAS**, on February 18, 2025, the City of Live Oak received one (1) bid for Phase III of the 2022 Bond Improvement to Streets, Bridges and Sidewalks Project; and

**WHEREAS**, the City Council hereby finds that it is in the best interest of the City to award a bid to Texas Materials Group for Phase III of the 2022 Bond, Improvements to Streets, Bridges, and Sidewalks Project; and

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

Section 1. The City Council hereby approves and accepts to award a bid to Texas Materials Group for Phase III of the 2022 Bond, Improvements to Streets, Bridges, and Sidewalks Project in the amount of \$1,221,852.00 as set out in **Exhibit “A”**.

Section 2. The City Manager, or his designee, is hereby authorized to enter into an agreement on behalf of the City, and such other documents and instruments reasonably necessary to conclude the transaction.

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.



Section 7. 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

**EXHIBIT A**  
**“SUPPORTING DOCUMENTS”**

February 18, 2025

Mr. Mark Wagster  
Public Works Director  
City of Live Oak  
8001 Shin Oak Dr.  
Live Oak , Texas 78232

Reference: Contract Award Letter – 2022 Bond, Improvements to Streets, Bridges, & Sidewalks,  
Package 3  
6S Job No. 2024-068-07

Dear Mr. Wagster:

On February 18, 2025, bids for the referenced project were opened and read aloud. Based on the information we received, to the best of our knowledge and belief, the lowest and best qualified bid is that of Texas Materials Group. with a base bid of \$756,340.75 ,and additive alternate bids in amount of \$128,717.25, \$85,917.25, \$94,248.25, and \$156,628.50. Therefore, we recommend the award of the contract with both base and additive alternates to Texas Materials Group in the amount of \$1,221,852.00.

If you have any questions, please contact us.

Sincerely,



Joe A. Cantu, P.E.  
Vice President

Attachments: Bid Tabulation

**BID TAB**  
**2022 BOND, IMPROVEMENTS TO STREET, BRIDGES, AND SIDEWALKS PACKAGE 3**  
**Bid Opening: TUESDAY FEBRUARY 18, 2025**

					Engineers Est.	TEXAS MATERIALS	
<b>BASE BID</b>							
ITEM NO.	ITEM DESCRIPTION	APPROXIMATE QUANTITIES	UNIT	UNIT BID PRICE	EXTENDED AMOUNT	UNIT BID PRICE	EXTENDED AMOUNT
100.1	MOBILIZATION	1	LS	\$115,300.00	\$ 115,300.00	\$ 70,000.00	\$ 70,000.00
100.2	INSURANCE & BOND	1	LS	\$ 31,450.00	\$ 31,450.00	\$ 7,500.00	\$ 7,500.00
101.1	PREPARING RIGHT OF WAY	1	LS	\$ 42,000.00	\$ 42,000.00	\$ 10,000.00	\$ 10,000.00
<b>BROWNSTONE</b>							
103.3	REMOVE CONCRETE CURB	405	LF	\$ 6.00	\$ 2,430.00	\$ 5.00	\$ 2,025.00
103.3	REMOVE SIDEWALKS AND DRIVEWAYS	136	SY	\$ 6.00	\$ 816.00	\$ 29.00	\$ 3,944.00
202.1	PRIME COAT	753	GAL	\$ 5.50	\$ 4,143.70	\$ 0.25	\$ 188.25
203.1	TACK COAT	377	GAL	\$ 6.50	\$ 2,448.55	\$ 3.25	\$ 1,225.25
205.4	HOT MIX ASPHALTIC PAVEMENT, TYPE D (2"COMPACTED DEPTH)	3767	SY	\$ 18.00	\$ 67,806.00	\$ 13.50	\$ 50,854.50
208.2	SALVAGING, HAULING & STOCKPILING RECLAIMABLE ASPHALTIC PAVEMENT (2") - TYPE B	3767	SY	\$ 8.00	\$ 30,136.00	\$ 2.50	\$ 9,417.50
230.1	FLEXIBLE PAVEMENT STRUCTURE REPAIR (8" COMP. DEPTH)	665	SY	\$ 85.00	\$ 56,525.00	\$ 64.00	\$ 42,560.00
500.4	CONCRETE CURB AND GUTTER	405	LF	\$ 30.00	\$ 12,150.00	\$ 23.50	\$ 9,517.50
502.1	CONCRETE SIDEWALKS	111	SY	\$ 100.00	\$ 11,100.00	\$ 62.00	\$ 6,882.00
503.1	CONCRETE DRIVEWAY	25	SY	\$ 95.00	\$ 2,375.00	\$ 72.00	\$ 1,800.00
512.1	ADJUSTING EXISTING MANHOLES	4	EA	\$ 2,500.00	\$ 10,000.00	\$ 1,150.00	\$ 4,600.00
515.1	TOPSOIL	30	CY	\$ 44.00	\$ 1,320.00	\$ 42.50	\$ 1,275.00
516.1	BERMUDA SODDING	150	SY	\$ 11.00	\$ 1,650.00	\$ 11.50	\$ 1,725.00
530.0	BARRICADES, SIGNS AND TRAFFIC HANDLING	1	LS	\$ 15,000.00	\$ 15,000.00	\$ 2,500.00	\$ 2,500.00
SP-2	FIRE HYDRANT MARKER	1	EA	\$ 20.00	\$ 20.00	\$ 25.00	\$ 25.00
<b>CARLYLE SPRINGS</b>							
202.1	PRIME COAT	215	GAL	\$ 5.50	\$ 1,182.50	\$ 0.25	\$ 53.75
203.1	TACK COAT	108	GAL	\$ 6.50	\$ 702.00	\$ 3.25	\$ 351.00
205.4	HOT MIX ASPHALTIC PAVEMENT, TYPE D (2"COMPACTED DEPTH)	1074	SY	\$ 18.00	\$ 19,332.00	\$ 13.50	\$ 14,499.00
208.2	SALVAGING, HAULING & STOCKPILING RECLAIMABLE ASPHALTIC PAVEMENT (2") - TYPE B	1074	SY	\$ 8.00	\$ 8,592.00	\$ 2.50	\$ 2,685.00
512.1	ADJUSTING EXISTING MANHOLES	1	EA	\$ 2,500.00	\$ 2,500.00	\$ 1,150.00	\$ 1,150.00
530.0	BARRICADES, SIGNS AND TRAFFIC HANDLING	1	LS	\$ 15,000.00	\$ 15,000.00	\$ 1,500.00	\$ 1,500.00
<b>DANAE DR</b>							
103.3	REMOVE CONCRETE CURB	238	LF	\$ 6.00	\$ 1,428.00	\$ 5.00	\$ 1,190.00
103.3	REMOVE SIDEWALKS AND DRIVEWAYS	161	SY	\$ 6.00	\$ 966.00	\$ 29.00	\$ 4,669.00
202.1	PRIME COAT	744	GAL	\$ 5.50	\$ 4,094.20	\$ 0.25	\$ 186.00
203.1	TACK COAT	372	GAL	\$ 6.50	\$ 2,419.30	\$ 3.25	\$ 1,209.00
205.4	HOT MIX ASPHALTIC PAVEMENT, TYPE D (2"COMPACTED DEPTH)	3722	SY	\$ 18.00	\$ 66,996.00	\$ 13.50	\$ 50,247.00
205.4	HOT MIX ASPHALTIC PAVEMENT, TYPE D (LEVEL UP 0-4")	23	SY	\$ 28.00	\$ 644.00	\$ 60.00	\$ 1,380.00
208.2	SALVAGING, HAULING & STOCKPILING RECLAIMABLE ASPHALTIC PAVEMENT (2") - TYPE B	3722	SY	\$ 8.00	\$ 29,776.00	\$ 2.50	\$ 9,305.00
230.1	FLEXIBLE PAVEMENT STRUCTURE REPAIR (8" COMP. DEPTH)	1240	SY	\$ 85.00	\$ 105,400.00	\$ 62.00	\$ 76,880.00
500.4	CONCRETE CURB AND GUTTER	238	LF	\$ 30.00	\$ 7,140.00	\$ 23.50	\$ 5,593.00
502.1	CONCRETE SIDEWALKS	46	SY	\$ 100.00	\$ 4,600.00	\$ 62.00	\$ 2,852.00
503.1	CONCRETE DRIVEWAY	115	SY	\$ 95.00	\$ 10,925.00	\$ 72.00	\$ 8,280.00
512.1	ADJUSTING EXISTING MANHOLES	4	EA	\$ 2,500.00	\$ 10,000.00	\$ 1,150.00	\$ 4,600.00
515.1	TOPSOIL	60	CY	\$ 44.00	\$ 2,640.00	\$ 42.50	\$ 2,550.00
516.1	BERMUDA SODDING	300	SY	\$ 11.00	\$ 3,300.00	\$ 11.50	\$ 3,450.00
530.0	BARRICADES, SIGNS AND TRAFFIC HANDLING	1	LS	\$ 15,000.00	\$ 15,000.00	\$ 3,500.00	\$ 3,500.00
SP-2	FIRE HYDRANT MARKER	1	EA	\$ 20.00	\$ 20.00	\$ 25.00	\$ 25.00
<b>FOREST DAWN</b>							
103.3	REMOVE CONCRETE CURB	186	LF	\$ 6.00	\$ 1,116.00	\$ 5.00	\$ 930.00
103.3	REMOVE SIDEWALKS AND DRIVEWAYS	162	SY	\$ 6.00	\$ 972.00	\$ 29.00	\$ 4,698.00
202.1	PRIME COAT	274	GAL	\$ 5.50	\$ 1,505.90	\$ 0.25	\$ 68.50
203.1	TACK COAT	137	GAL	\$ 6.50	\$ 889.85	\$ 3.25	\$ 445.25
205.4	HOT MIX ASPHALTIC PAVEMENT, TYPE D (2"COMPACTED DEPTH)	1369	SY	\$ 18.00	\$ 24,642.00	\$ 13.50	\$ 18,481.50
208.2	SALVAGING, HAULING & STOCKPILING RECLAIMABLE ASPHALTIC PAVEMENT (2") - TYPE B	1369	SY	\$ 8.00	\$ 10,952.00	\$ 2.50	\$ 3,422.50
230.1	FLEXIBLE PAVEMENT STRUCTURE REPAIR (8" COMP. DEPTH)	687	SY	\$ 85.00	\$ 58,395.00	\$ 64.00	\$ 43,968.00
500.4	CONCRETE CURB AND GUTTER	186	LF	\$ 30.00	\$ 5,580.00	\$ 23.50	\$ 4,371.00
502.1	CONCRETE SIDEWALKS	37	SY	\$ 100.00	\$ 3,700.00	\$ 62.00	\$ 2,294.00
503.1	CONCRETE DRIVEWAY	125	SY	\$ 95.00	\$ 11,875.00	\$ 72.00	\$ 9,000.00
512.1	ADJUSTING EXISTING MANHOLES	1	EA	\$ 2,500.00	\$ 2,500.00	\$ 1,150.00	\$ 1,150.00
515.1	TOPSOIL	30	CY	\$ 44.00	\$ 1,320.00	\$ 42.50	\$ 1,275.00
516.1	BERMUDA SODDING	150	SY	\$ 11.00	\$ 1,650.00	\$ 11.50	\$ 1,725.00
530.0	BARRICADES, SIGNS AND TRAFFIC HANDLING	1	LS	\$ 15,000.00	\$ 15,000.00	\$ 1,500.00	\$ 1,500.00

						Engineers Est.	TEXAS MATERIALS
BASE BID							
ITEM NO.	ITEM DESCRIPTION	APPROXIMATE QUANTITIES	UNIT	UNIT BID PRICE	EXTENDED AMOUNT	UNIT BID PRICE	EXTENDED AMOUNT
<b>WALKERS LOOP</b>							
202.1	PRIME COAT	202	GAL	\$ 5.50	\$ 1,111.00	\$ 0.25	\$ 50.50
203.1	TACK COAT	101	GAL	\$ 6.50	\$ 656.50	\$ 3.25	\$ 328.25
205.4	HOT MIX ASPHALTIC PAVEMENT, TYPE D (2"COMPACTED DEPTH)	1010	SY	\$ 18.00	\$ 18,180.00	\$ 13.50	\$ 13,635.00
208.2	SALVAGING, HAULING & STOCKPILING RECLAIMABLE ASPHALTIC PAVEMENT (2") - TYPE B	1010	SY	\$ 8.00	\$ 8,080.00	\$ 2.50	\$ 2,525.00
230.1	FLEXIBLE PAVEMENT STRUCTURE REPAIR (8" COMP. DEPTH)	805	SY	\$ 85.00	\$ 68,425.00	\$ 60.00	\$ 48,300.00
530	BARRICADES, SIGNS AND TRAFFIC HANDLING	1	LS	\$ 15,000.00	\$ 15,000.00	\$ 1,200.00	\$ 1,200.00
<b>WOOD TERRACE</b>							
103.3	REMOVE CONCRETE CURB	415	LF	\$ 6.00	\$ 2,490.00	\$ 5.00	\$ 2,075.00
103.3	REMOVE SIDEWALKS AND DRIVEWAYS	65	SY	\$ 6.00	\$ 390.00	\$ 29.00	\$ 1,885.00
202.1	PRIME COAT	485	GAL	\$ 5.50	\$ 2,667.50	\$ 0.25	\$ 121.25
203.1	TACK COAT	243	GAL	\$ 6.50	\$ 1,576.90	\$ 3.25	\$ 789.75
205.4	HOT MIX ASPHALTIC PAVEMENT, TYPE D (2"COMPACTED DEPTH)	2426	SY	\$ 18.00	\$ 43,668.00	\$ 13.50	\$ 32,751.00
208.2	SALVAGING, HAULING & STOCKPILING RECLAIMABLE ASPHALTIC PAVEMENT (2") - TYPE B	2426	SY	\$ 8.00	\$ 19,408.00	\$ 2.50	\$ 6,065.00
230.1	FLEXIBLE PAVEMENT STRUCTURE REPAIR (8" COMP. DEPTH)	1781	SY	\$ 85.00	\$ 151,385.00	\$ 60.00	\$ 106,860.00
500.4	CONCRETE CURB AND GUTTER	415	LF	\$ 30.00	\$ 12,450.00	\$ 23.50	\$ 9,752.50
502.1	CONCRETE SIDEWALKS	15	SY	\$ 100.00	\$ 1,500.00	\$ 62.00	\$ 930.00
503.1	CONCRETE DRIVEWAY	50	SY	\$ 95.00	\$ 4,750.00	\$ 72.00	\$ 3,600.00
512.1	ADJUSTING EXISTING MANHOLES	3	EA	\$ 2,500.00	\$ 7,500.00	\$ 1,150.00	\$ 3,450.00
515.1	TOPSOIL	30	CY	\$ 44.00	\$ 1,320.00	\$ 42.50	\$ 1,275.00
516.1	BERMUDA SODDING	150	SY	\$ 11.00	\$ 1,650.00	\$ 11.50	\$ 1,725.00
530	BARRICADES, SIGNS AND TRAFFIC HANDLING	1	LS	\$ 15,000.00	\$ 15,000.00	\$ 3,500.00	\$ 3,500.00
<b>CONSTRUCTION TOTAL(BASE BID) =</b>						\$ 1,236,632.90	<b>\$ 756,340.75</b>
<b>ASHBY POINT - ADD ALTERNATE 1</b>							
100.1	MOBILIZATION	1	LS	\$ 19,400.00	\$ 19,400.00	\$ 4,500.00	\$ 4,500.00
100.2	INSURANCE & BOND	1	LS	\$ 7,055.00	\$ 7,055.00	\$ 1,000.00	\$ 1,000.00
101.1	PREPARING RIGHT OF WAY	1	LS	\$ 5,290.00	\$ 5,290.00	\$ 2,000.00	\$ 2,000.00
103.3	REMOVE CONCRETE CURB	75	LF	\$ 6.00	\$ 450.00	\$ 5.00	\$ 375.00
103.3	REMOVE SIDEWALKS AND DRIVEWAYS	64	SY	\$ 6.00	\$ 384.00	\$ 29.00	\$ 1,856.00
202.1	PRIME COAT	509	GAL	\$ 5.50	\$ 2,797.30	\$ 0.25	\$ 127.25
203.1	TACK COAT	254	GAL	\$ 6.50	\$ 1,652.95	\$ 3.25	\$ 825.50
205.4	HOT MIX ASPHALTIC PAVEMENT, TYPE D (2"COMPACTED DEPTH)	2543	SY	\$ 18.00	\$ 45,774.00	\$ 13.50	\$ 34,330.50
208.2	SALVAGING, HAULING & STOCKPILING RECLAIMABLE ASPHALTIC PAVEMENT (2")	2543	SY	\$ 8.00	\$ 20,344.00	\$ 2.50	\$ 6,357.50
230.1	FLEXIBLE PAVEMENT STRUCTURE REPAIR (8" COMP. DEPTH)	969	SY	\$ 85.00	\$ 82,365.00	\$ 60.00	\$ 58,140.00
500.4	CONCRETE CURB AND GUTTER	75	LF	\$ 30.00	\$ 2,250.00	\$ 23.50	\$ 1,762.50
502.1	CONCRETE SIDEWALKS	64	SY	\$ 100.00	\$ 6,400.00	\$ 62.00	\$ 3,968.00
512.1	ADJUSTING EXISTING MANHOLES	3	EA	\$ 2,500.00	\$ 7,500.00	\$ 1,150.00	\$ 3,450.00
515.1	TOPSOIL	30	CY	\$ 44.00	\$ 1,320.00	\$ 42.50	\$ 1,275.00
516.1	BERMUDA SODDING	150	SY	\$ 11.00	\$ 1,650.00	\$ 11.50	\$ 1,725.00
530.0	BARRICADES, SIGNS AND TRAFFIC HANDLING	1	LS	\$ 15,000.00	\$ 15,000.00	\$ 2,500.00	\$ 2,500.00
SP-1	ADA RAMP	2	EA	\$ 1,000.00	\$ 2,000.00	\$ 2,250.00	\$ 4,500.00
SP-2	FIRE HYDRANT MARKER	1	EA	\$ 20.00	\$ 20.00	\$ 25.00	\$ 25.00
<b>CONSTRUCTION TOTAL(ADD ALTERNATE 1) =</b>						\$ 221,652.25	<b>\$ 128,717.25</b>
<b>BAYWAVE - ADD ALTERNATE 2</b>							
100.1	MOBILIZATION	1	LS	\$ 13,215.00	\$ 13,215.00	\$ 5,000.00	\$ 5,000.00
100.2	INSURANCE & BOND	1	LS	\$ 3,604.00	\$ 3,604.00	\$ 1,000.00	\$ 1,000.00
101.1	PREPARING RIGHT OF WAY	1	LS	\$ 4,805.00	\$ 4,805.00	\$ 2,000.00	\$ 2,000.00
103.3	REMOVE CONCRETE CURB	166	LF	\$ 6.00	\$ 996.00	\$ 5.00	\$ 830.00
103.3	REMOVE SIDEWALKS AND DRIVEWAYS	16	SY	\$ 6.00	\$ 96.00	\$ 29.00	\$ 464.00
202.1	PRIME COAT	222	GAL	\$ 5.50	\$ 1,219.90	\$ 0.25	\$ 55.50
203.1	TACK COAT	111	GAL	\$ 6.50	\$ 720.85	\$ 3.25	\$ 360.75
205.4	HOT MIX ASPHALTIC PAVEMENT, TYPE D (2"COMPACTED DEPTH)	1109	SY	\$ 18.00	\$ 19,962.00	\$ 13.50	\$ 14,971.50
208.2	SALVAGING, HAULING & STOCKPILING RECLAIMABLE ASPHALTIC PAVEMENT (2") - TYPE B	1109	SY	\$ 8.00	\$ 8,872.00	\$ 2.50	\$ 2,772.50
230.1	FLEXIBLE PAVEMENT STRUCTURE REPAIR (8" COMP. DEPTH)	680	SY	\$ 85.00	\$ 57,800.00	\$ 64.00	\$ 43,520.00
500.4	CONCRETE CURB AND GUTTER	166	LF	\$ 30.00	\$ 4,980.00	\$ 23.50	\$ 3,901.00
502.1	CONCRETE SIDEWALKS	16	SY	\$ 100.00	\$ 1,600.00	\$ 62.00	\$ 992.00
512.1	ADJUSTING EXISTING MANHOLES	2	EA	\$ 2,500.00	\$ 5,000.00	\$ 1,150.00	\$ 2,300.00
515.1	TOPSOIL	30	CY	\$ 44.00	\$ 1,320.00	\$ 42.50	\$ 1,275.00
516.1	BERMUDA SODDING	150	SY	\$ 11.00	\$ 1,650.00	\$ 11.50	\$ 1,725.00
530.0	BARRICADES, SIGNS AND TRAFFIC HANDLING	1	LS	\$ 15,000.00	\$ 15,000.00	\$ 2,500.00	\$ 2,500.00
SP-1	ADA RAMP	1	EA	\$ 1,000.00	\$ 1,000.00	\$ 2,250.00	\$ 2,250.00
<b>CONSTRUCTION TOTAL(ADD ALTERNATE 2) =</b>						\$ 141,840.75	<b>\$ 85,917.25</b>

						Engineers Est.	TEXAS MATERIALS		
BASE BID									
ITEM NO.	ITEM DESCRIPTION	APPROXIMATE QUANTITIES	UNIT	UNIT BID PRICE	EXTENDED AMOUNT	UNIT BID PRICE	EXTENDED AMOUNT		
<b>NORTHLEDGE DR - ADD ALTERNATE 3</b>									
100.1	MOBILIZATION	1	LS	\$ 14,565.00	\$ 14,565.00	\$ 5,000.00	\$ 5,000.00		
100.2	INSURANCE & BOND	1	LS	\$ 3,970.00	\$ 3,970.00	\$ 1,000.00	\$ 1,000.00		
101.1	PREPARING RIGHT OF WAY	1	LS	\$ 5,295.00	\$ 5,295.00	\$ 2,500.00	\$ 2,500.00		
103.3	REMOVE CONCRETE CURB & GUTTER	380	LF	\$ 6.00	\$ 2,280.00	\$ 5.00	\$ 1,900.00		
103.3	REMOVE SIDEWALKS AND DRIVEWAYS	26	SY	\$ 6.00	\$ 156.00	\$ 29.00	\$ 754.00		
202.1	PRIME COAT	337	GAL	\$ 5.50	\$ 1,851.30	\$ 0.25	\$ 84.25		
203.1	TACK COAT	168	GAL	\$ 6.50	\$ 1,093.95	\$ 3.25	\$ 546.00		
205.4	HOT MIX ASPHALTIC PAVEMENT, TYPE D (2"COMPACTED DEPTH)	1683	SY	\$ 18.00	\$ 30,294.00	\$ 13.50	\$ 22,720.50		
208.2	SALVAGING, HAULING & STOCKPILING RECLAIMABLE ASPHALTIC PAVEMENT (2") - TYPE B	1683	SY	\$ 8.00	\$ 13,464.00	\$ 2.50	\$ 4,207.50		
230.1	FLEXIBLE PAVEMENT STRUCTURE REPAIR (8" COMP. DEPTH)	626	SY	\$ 85.00	\$ 53,210.00	\$ 64.00	\$ 40,064.00		
500.1	CONCRETE CURB	280	LF	\$ 20.00	\$ 5,600.00	\$ 20.00	\$ 5,600.00		
500.4	CONCRETE CURB AND GUTTER	100	LF	\$ 30.00	\$ 3,000.00	\$ 23.50	\$ 2,350.00		
503.1	CONCRETE DRIVEWAY	26	SY	\$ 95.00	\$ 2,470.00	\$ 72.00	\$ 1,872.00		
515.1	TOPSOIL	30	CY	\$ 44.00	\$ 1,320.00	\$ 42.50	\$ 1,275.00		
516.1	BERMUDA SODDING	150	SY	\$ 11.00	\$ 1,650.00	\$ 11.50	\$ 1,725.00		
512.1	ADJUSTING EXISTING MANHOLES	1	EA	\$ 2,500.00	\$ 2,500.00	\$ 1,150.00	\$ 1,150.00		
530.0	BARRICADES, SIGNS AND TRAFFIC HANDLING	1	LS	\$ 15,000.00	\$ 15,000.00	\$ 1,500.00	\$ 1,500.00		
					<b>CONSTRUCTION TOTAL(ADD ALTERNATE 3) =</b>	\$ 157,719.25		<b>\$ 94,248.25</b>	
<b>TOPPLING LANE - ADD ALTERNATE 4</b>									
100.1	MOBILIZATION	1	LS	\$ 25,300.00	\$ 25,300.00	\$ 5,000.00	\$ 5,000.00		
100.2	INSURANCE & BOND	1	LS	\$ 6,900.00	\$ 6,900.00	\$ 1,000.00	\$ 1,000.00		
101.1	PREPARING RIGHT OF WAY	1	LS	\$ 9,200.00	\$ 9,200.00	\$ 2,000.00	\$ 2,000.00		
103.3	REMOVE CONCRETE CURB & GUTTER	561	LF	\$ 6.00	\$ 3,366.00	\$ 5.00	\$ 2,805.00		
103.3	REMOVE SIDEWALKS AND DRIVEWAYS	3	SY	\$ 6.00	\$ 18.00	\$ 29.00	\$ 87.00		
202.1	PRIME COAT	415	GAL	\$ 5.50	\$ 2,281.40	\$ 0.25	\$ 103.75		
203.1	TACK COAT	207	GAL	\$ 6.50	\$ 1,348.10	\$ 3.25	\$ 672.75		
205.4	HOT MIX ASPHALTIC PAVEMENT, TYPE D (2"COMPACTED DEPTH)	2074	SY	\$ 18.00	\$ 37,332.00	\$ 13.50	\$ 27,999.00		
208.2	SALVAGING, HAULING & STOCKPILING RECLAIMABLE ASPHALTIC PAVEMENT (2") - TYPE B	2074	SY	\$ 8.00	\$ 16,592.00	\$ 2.50	\$ 5,185.00		
230.1	FLEXIBLE PAVEMENT STRUCTURE REPAIR (8" COMP. DEPTH)	1362	SY	\$ 85.00	\$ 115,770.00	\$ 60.00	\$ 81,720.00		
500.4	CONCRETE CURB AND GUTTER	436	LF	\$ 30.00	\$ 13,080.00	\$ 23.50	\$ 10,246.00		
502.1	CONCRETE SIDEWALKS	30	SY	\$ 100.00	\$ 3,000.00	\$ 62.00	\$ 1,860.00		
503.1	CONCRETE DRIVEWAY	125	SY	\$ 95.00	\$ 11,875.00	\$ 72.00	\$ 9,000.00		
515.1	TOPSOIL	30	CY	\$ 44.00	\$ 1,320.00	\$ 42.50	\$ 1,275.00		
516.1	BERMUDA SODDING	150	SY	\$ 11.00	\$ 1,650.00	\$ 11.50	\$ 1,725.00		
512.1	ADJUSTING EXISTING MANHOLES	3	EA	\$ 2,500.00	\$ 7,500.00	\$ 1,150.00	\$ 3,450.00		
530.0	BARRICADES, SIGNS AND TRAFFIC HANDLING	1	LS	\$ 15,000.00	\$ 15,000.00	\$ 2,500.00	\$ 2,500.00		
					<b>CONSTRUCTION TOTAL(ADD ALTERNATE 4) =</b>	\$ 271,532.50		<b>\$ 156,628.50</b>	



**Meeting Date:** February 25, 2025

**Agenda item:** 6B

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

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

**Department:** Finance Department

**Agenda Item Description:**

Discussion and possible action to approve the Quarterly Investment Report for the period ending December 31, 2024.

**Staff Briefing:**

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

**Action:**

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

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

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

**Staff Recommended Motion:**

Motion to approve the City’s First Quarter Investment Report for the period October 1, 2024 through December 31, 2024 as presented.

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## MEMORANDUM

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Date: February 25, 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 December 31, 2024

The attached Quarterly Investment Report represents a snapshot of the City's investment status as of the first quarter ending December 31, 2024. 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 October through December 2024.

After the Feds cut rates by 50 basis points at their September meeting, they again voted to cut rates 25 basis points in November and December to bring the federal funds rate to a range of 4.25% - 4.5%. The forecast for 2025 is 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.

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

The following is a summary of TexPool

Weighted average maturity in October was 31 days.

Weighted average maturity in November was 38 days.

Weighted average maturity in December was 37 days.

Daily interest rates ranged from 5.0059% on October 1, 2024 to 4.4769% on December 31, 2024 with a high of 5.0296% on October 2, 2024 and the low of 4.4233% on December 23, 2024.

Average Monthly Rates:

October 2024	4.9130%
November 2024	4.7302%
December 2024	4.5610%

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 one investment for \$300,000 this quarter. We had six maturities and two calls totaling \$2,920,000 this quarter. Total government agencies, CDs and Municipal notes held at December 31, 2024 is \$6,055,000 or 13.73% 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 4.5% due to the current rate environment that we are in.

The makeup of the City’s portfolio as of December 31, 2024 is as follows with comparison totals for the previous quarter:

	<u>December 31, 2024</u>	<u>September 30, 2024</u>
TexPool (Money Market)	\$ 38,049,023	\$ 35,601,576
Federal Home Loan Bank (FHLB)	3,755,000	6,075,000
Federal Farm Credit Bank (FFCB)	0	0
Federal National Mortgage Association (FNMA)	300,000	300,000
Federal Home Loan Mortgage Corporation (FHLMC)	1,200,000	1,500,000
Municipal Notes	800,000	800,000
Certificates of Deposit	0	0
	<u>\$ 44,104,023</u>	<u>\$ 44,276,576</u>

The weighted average maturity for investments outside of TexPool at December 31, 2024 was 153.00 days or 0.43 years with yields to maturity ranging from 1.6439% to 5.200%. Our ratio between our book value versus market value has increased from the previous quarter but is still less than when we purchased the investments which means that the market value of the investments we hold is currently worth slightly less 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.

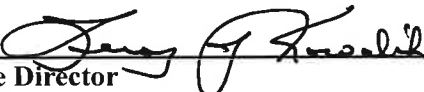
With TexPool continuing to be a viable investment vehicle, 86.27% of the City’s funds remain very safe in TexPool. The offset to lower risk is slightly lower interest rates. TexPool’s interest rates have decreased just below 4.5% because of the Fed’s rate cut in December. TexPool’s rates tend to lag 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 10/01/2024 - 10/31/2024**

<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 = 4.9130%</b>					
1. General Fund #449-150200001	\$ 5,831,939.33	\$ 24,401.65	\$ 500,000.00	\$ -	\$ 6,356,340.98
2. Forfeiture Fund #449-150200002 & 3	268,835.27	1,121.73			269,957.00
3. Child Safety Fund #449-150200004	155,336.99	648.15			155,985.14
4. Court Tech. Fund #449-150200005	117,011.53	488.26			117,499.79
5. Court Sec. Fund #449-150200006	73,224.29	305.49			73,529.78
7. Utility Dev./R & R Fund #449-150200008	1,163,044.74	4,853.08			1,167,897.82
8. Debt Service Fund #449-150200009	553,198.77	2,308.34			555,507.11
9. Economic Dev. Corp Fund #449-150200010	5,219,752.52	21,847.10	500,000.00		5,741,599.62
10. Utility Fund #449-1580200011	289,072.48	1,226.18	150,000.00		440,298.66
11. Storm Water Utility Fund	264,739.95	1,104.64			265,844.59
12. Hotel Occupancy Tax Fund #449-150200012	1,267,842.67	5,290.35			1,273,133.02
13. Asset Replacement Fund #449-150200013	3,318,028.16	13,845.22			3,331,873.38
14. Capital Projects Fund #449-150200014	5,420,883.96	22,619.82			5,443,503.78
15. Emergency Radio Fund #449-150200018	40,219.54	167.84			40,387.38
16. PEG Fund #449-150200019	460,450.77	1,921.36			462,372.13
18. 2022 GO Bond Fund #449-150200022	11,157,995.28	45,169.99		1,300,000.00	9,903,165.27
<b>Subtotal TexPool</b>	<b>\$ 35,601,576.25</b>	<b>\$ 147,319.20</b>	<b>\$ 1,150,000.00</b>	<b>\$ 1,300,000.00</b>	<b>\$ 35,598,895.45</b>
<b>Other Investments/Govt. Securities</b>					
General Fund	\$ 8,675,000.00		\$ -	\$ 1,175,000.00	\$ 7,500,000.00
Asset Replacement Fund	-				-
Economic Development Fund	-				-
<b>Subtotal Other Investments/Govt. Securities</b>	<b>\$ 8,675,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,175,000.00</b>	<b>\$ 7,500,000.00</b>
<b>Total Investments</b>	<b>\$ 44,276,576.25</b>	<b>\$ 147,319.20</b>	<b>\$ 1,150,000.00</b>	<b>\$ 2,475,000.00</b>	<b>\$ 43,098,895.45</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>	43,098,895.45
<b>Report Balance</b>	43,098,895.45
<b>Difference</b>	-

  
 Finance Director

**City of Live Oak**  
**TexPool and Other Investments Summary**  
**Stmt Period 11/01/2024 - 11/30/2024**

<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 = 4.7302%</b>					
1. General Fund #449-150200001	\$ 6,356,340.98	\$ 24,968.31	\$ 1,000,000.00	\$ -	\$ 7,381,309.29
2. Forfeiture Fund #449-150200002 & 3	269,957.00	1,049.55			271,006.55
3. Child Safety Fund #449-150200004	155,985.14	606.42			156,591.56
4. Court Tech. Fund #449-150200005	117,499.79	456.85			117,956.64
5. Court Sec. Fund #449-150200006	73,529.78	285.86			73,815.64
7. Utility Dev./R & R Fund #449-150200008	1,167,897.82	4,540.60			1,172,438.42
8. Debt Service Fund #449-150200009	555,507.11	2,198.06	150,000.00		707,705.17
9. Economic Dev. Corp Fund #449-150200010	5,741,599.62	22,322.50			5,763,922.12
10. Utility Fund #449-1580200011	440,298.66	1,737.39	100,000.00		542,036.05
11. Storm Water Utility Fund	265,844.59	1,033.55			266,878.14
12. Hotel Occupancy Tax Fund #449-150200012	1,273,133.02	4,949.78			1,278,082.80
13. Asset Replacement Fund #449-150200013	3,331,873.38	12,953.86			3,344,827.24
14. Capital Projects Fund #449-150200014	5,443,503.78	21,163.54			5,464,667.32
15. Emergency Radio Fund #449-150200018	40,387.38	157.06			40,544.44
16. PEG Fund #449-150200019	462,372.13	1,810.41	50,000.00		514,182.54
18. 2022 GO Bond Fund #449-150200022	9,903,165.27	38,502.10	-		9,941,667.37
<b>Subtotal TexPool</b>	<b>\$ 35,598,895.45</b>	<b>\$ 138,735.84</b>	<b>\$ 1,300,000.00</b>	<b>\$ -</b>	<b>\$ 37,037,631.29</b>
<b>Other Investments/Govt. Securities</b>					
General Fund	\$ 7,500,000.00		\$ -	\$ 740,000.00	\$ 6,760,000.00
Asset Replacement Fund	-				-
Economic Development Fund	-				-
<b>Subtotal Other Investments/Govt. Securities</b>	<b>\$ 7,500,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 740,000.00</b>	<b>\$ 6,760,000.00</b>
<b>Total Investments</b>	<b>\$ 43,098,895.45</b>	<b>\$ 138,735.84</b>	<b>\$ 1,300,000.00</b>	<b>\$ 740,000.00</b>	<b>\$ 43,797,631.29</b>

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

General Ledger Balance	43,797,631.29
Report Balance	43,797,631.29
Difference	-

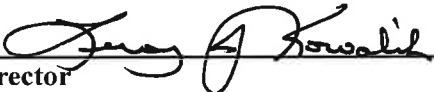
  
 Finance Director

**City of Live Oak**  
**TexPool and Other Investments Summary**  
**Stmnt Period 12/01/2024 - 12/31/2024**

<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 = 4.5610%</b>					
1. General Fund #449-150200001	\$ 7,381,309.29	\$ 27,705.53	\$ 1,300,000.00	\$ 300,000.00	\$ 8,409,014.82
2. Forfeiture Fund #449-150200002 & 3	271,006.55	1,049.77			272,056.32
3. Child Safety Fund #449-150200004	156,591.56	606.61			157,198.17
4. Court Tech. Fund #449-150200005	117,956.64	456.94			118,413.58
5. Court Sec. Fund #449-150200006	73,815.64	285.92			74,101.56
7. Utility Dev./R & R Fund #449-150200008	1,172,438.42	4,541.70			1,176,980.12
8. Debt Service Fund #449-150200009	707,705.17	2,756.16	120,000.00		830,461.33
9. Economic Dev. Corp Fund #449-150200010	5,763,922.12	22,346.28	150,000.00		5,936,268.40
10. Utility Fund #449-1580200011	542,036.05	2,111.99	100,000.00		644,148.04
11. Storm Water Utility Fund	266,878.14	1,033.80			267,911.94
12. Hotel Occupancy Tax Fund #449-150200012	1,278,082.80	4,950.96			1,283,033.76
13. Asset Replacement Fund #449-150200013	3,344,827.24	12,956.98			3,357,784.22
14. Capital Projects Fund #449-150200014	5,464,667.32	19,929.31		500,000.00	4,984,596.63
15. Emergency Radio Fund #449-150200018	40,544.44	157.06			40,701.50
16. PEG Fund #449-150200019	514,182.54	1,991.80			516,174.34
18. 2022 GO Bond Fund #449-150200022	9,941,667.37	38,511.33			9,980,178.70
<b>Subtotal TexPool</b>	<b>\$ 37,037,631.29</b>	<b>\$ 141,392.14</b>	<b>\$ 1,670,000.00</b>	<b>\$ 800,000.00</b>	<b>\$ 38,049,023.43</b>
<b>Other Investments/Govt. Securities</b>					
General Fund	\$ 6,760,000.00		\$ 300,000.00	\$ 1,005,000.00	\$ 6,055,000.00
Asset Replacement Fund	-				-
Economic Development Fund	-				-
<b>Subtotal Other Investments/Govt. Securities</b>	<b>\$ 6,760,000.00</b>	<b>\$ -</b>	<b>\$ 300,000.00</b>	<b>\$ 1,005,000.00</b>	<b>\$ 6,055,000.00</b>
<b>Total Investments</b>	<b>\$ 43,797,631.29</b>	<b>\$ 141,392.14</b>	<b>\$ 1,970,000.00</b>	<b>\$ 1,805,000.00</b>	<b>\$ 44,104,023.43</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>	44,104,023.43
<b>Report Balance</b>	44,104,023.43
<b>Difference</b>	-

  
 Finance Director

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

Market Values as of: **December 31, 2024**

Investment Type	CUSIP	Fund	Par Amount	Price	Prem/Disc	Book Value	Market Value Adjustment			Y-T-M	Average Weighted Maturity	
							Market Price	Prem/Disc	Market Value			Increase/ (Decrease)
FHLB Agency	3130AQRN5	GF	300,000.00	100.000%	-	300,000.00	99.905%	(285.00)	299,715.00	(285.00)	1.6439%	48
FHLB Agency	3130AQWS8	GF	300,000.00	100.000%	-	300,000.00	99.901%	(297.00)	299,703.00	(297.00)	2.0291%	58
FHLB Agency	3130AN7P9	GF	250,000.00	96.855%	(7,861.45)	242,138.55	99.925%	(187.50)	249,812.50	7,673.95	1.7000%	28
FHLB Agency	3130ARJ93	GF	300,000.00	100.000%	-	300,000.00	99.950%	(150.00)	299,850.00	(150.00)	3.1020%	111
Municipal	914729UK2	GF	300,000.00	94.593%	(16,221.00)	283,779.00	99.092%	(2,724.00)	297,276.00	13,497.00	3.0500%	105
FHLB Agency	3130ARMB4	GF	300,000.00	100.000%	-	300,000.00	99.902%	(294.00)	299,706.00	(294.00)	3.0656%	118
FHLMC Agency	3134GXRG1	GF	300,000.00	99.716%	(852.40)	299,147.60	99.611%	(1,167.00)	298,833.00	(314.60)	3.1500%	132
Municipal	052404QF0	GF	500,000.00	93.130%	(34,350.00)	465,650.00	99.708%	(1,460.00)	498,540.00	32,890.00	3.7000%	31
FHLMC Agency	3134GXZA5	GF	300,000.00	99.859%	(422.24)	299,577.76	99.740%	(780.00)	299,220.00	(357.76)	3.7000%	180
FHLB Agency	3130ASYR4	GF	300,000.00	100.000%	-	300,000.00	99.808%	(576.00)	299,424.00	(576.00)	4.0000%	238
FHLB Agency	3130AREF4	GF	305,000.00	95.039%	(15,130.48)	289,869.52	99.716%	(866.20)	304,133.80	14,264.28	4.4500%	88
FHLB Agency	3130ASZD4	GF	300,000.00	98.908%	(3,275.60)	296,724.40	99.859%	(423.00)	299,577.00	2,852.60	4.5500%	238
FNMA Agency	3135GA2Z3	GF	300,000.00	91.275%	(26,175.30)	273,824.70	97.166%	(8,502.00)	291,498.00	17,673.30	4.2000%	317
FHLMC Agency	3134GXS47	GF	300,000.00	98.375%	(4,876.00)	295,124.00	99.859%	(423.00)	299,577.00	4,453.00	5.0000%	238
FHLB Agency	3130ASN54	GF	300,000.00	97.895%	(6,314.87)	293,685.13	99.786%	(642.00)	299,358.00	5,672.87	5.2000%	208
FHLB Agency	3130ASF61	GF	300,000.00	97.471%	(7,588.01)	292,411.99	99.660%	(1,020.00)	298,980.00	6,568.01	5.1000%	177
FHLB Agency	3130AREZ0	GF	500,000.00	96.606%	(16,968.99)	483,031.01	99.716%	(1,420.00)	498,580.00	15,548.99	5.0500%	88
FHLB Agency	3130ARLT6	GF	300,000.00	97.935%	(6,196.27)	293,803.73	99.173%	(2,481.00)	297,519.00	3,715.27	4.8000%	299
FHLMC Agency	3134GXE34	GF	300,000.00	99.761%	(717.59)	299,282.41	99.784%	(648.00)	299,352.00	69.59	4.4250%	205
<b>Total Open Investments</b>			<b>6,055,000.00</b>		<b>(146,950.20)</b>	<b>5,908,049.80</b>		<b>(24,345.70)</b>	<b>6,030,654.30</b>	<b>122,604.50</b>		<b>153.00</b>
											Years	<b>0.43</b>

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

**Interest income information within period**

<b>Investment Type</b>	<b>CUSIP</b>	<b>Fund</b>	<b>Par Amount</b>	<b>Coupon</b>	<b>Annual Interest</b>	<b>Semi Annual Payment</b>	<b>Accrued Interest Purchased</b>	<b>Interest Income Received</b>	<b>Remaining Accrued Interest Purchased</b>	<b>Last Interest Payment Date</b>	<b>Interest Receivable</b>	<b>Net Interest Income</b>
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	300,000.00	2.15%	6,450.00	3,225.00	-	-	-	8/18/2024	2,382.92	2,382.92
FHLB Agency	3130AQWS8	GF	300,000.00	3.00%	9,000.00	4,500.00	-	-	-	8/28/2024	3,075.00	3,075.00
FHLB Agency	3130AN7P9	GF	250,000.00	0.58%	1,450.00	725.00	161.11	-	-	7/28/2024	616.25	616.25
FHLB Agency	3130AR2L4	GF	-	3.25%	-	-	-	2,625.00	-	<b>Matured 12/10/2024</b>	-	2,625.00
FHLB Agency	3130ARJ93	GF	300,000.00	4.00%	12,000.00	3,000.00	-	3,000.00	-	10/21/2024	2,333.33	5,333.33
Municipal	914729UK2	GF	300,000.00	1.13%	3,390.00	1,695.00	113.00	1,695.00	-	10/15/2024	715.67	2,410.67
FHLB Agency	3130ARMB4	GF	300,000.00	4.00%	12,000.00	6,000.00	-	6,000.00	-	10/28/2024	2,100.00	8,100.00
FHLMC Agency	3134GXRG1	GF	300,000.00	3.05%	9,150.00	4,575.00	-	4,575.00	-	11/12/2024	1,245.42	5,820.42
FHLB Agency	3130AS6A2	GF	-	3.00%	-	-	-	4,500.00	-	<b>Matured 12/09/2024</b>	-	4,500.00
Municipal	052404QF0	GF	500,000.00	0.93%	4,665.00	2,332.50	1,736.42	-	-	8/1/2024	1,943.75	1,943.75
FHLMC Agency	3134GXZA5	GF	300,000.00	3.65%	10,950.00	5,475.00	-	5,475.00	-	12/30/2024	-	5,475.00
FHLB Agency	3130ASYR4	GF	300,000.00	4.00%	12,000.00	6,000.00	266.67	-	-	8/28/2024	4,100.00	4,100.00
FHLB Agency	3130AREF4	GF	305,000.00	2.30%	7,015.00	3,507.50	272.81	-	-	9/28/2024	1,812.21	1,812.21
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	-	-	8/28/2024	4,233.25	4,233.25
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	205.33	1,045.33
FHLMC Agency	3134GXS47	GF	300,000.00	4.20%	12,600.00	6,300.00	4,270.00	-	-	8/28/2024	4,305.00	4,305.00
FHLB Agency	3130ASN54	GF	300,000.00	4.00%	12,000.00	6,000.00	1,700.00	-	-	7/28/2024	5,100.00	5,100.00
FHLB Agency	3130ASF61	GF	300,000.00	3.45%	10,350.00	5,175.00	3,996.25	5,175.00	-	12/27/2024	115.00	5,290.00
FHLB Agency	3130AREZ0	GF	500,000.00	2.30%	11,500.00	5,750.00	2,427.78	-	-	9/28/2024	2,970.83	2,970.83
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	1,601.67	4,055.84
FHLMC Agency	3134GXE34	GF	300,000.00	4.05%	12,150.00	6,075.00	4,353.75	-	4,353.75	7/25/2024	5,265.00	911.25
			<b>6,055,000.00</b>				24,860.62	69,734.17	4,353.75		<b>44,120.63</b>	109,501.05

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

**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
					-			-	-	-		
					300,000.00			(717.59)	4,353.75	303,636.16		



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

**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
					-			-	-	-		
					-			-	-	-		
					<u>2,920,000.00</u>			<u>9,649.71</u>	<u>50,169.71</u>	<u>2,960,520.00</u>		
<b>Net Activity</b>					<u>(2,620,000.00)</u>			<u>8,932.12</u>		<u>(2,656,883.84)</u>		



**Meeting Date:** February 25, 2025

**Agenda item:** 6C

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

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

**Department:** Finance Department

**Agenda Item Description:**

Discussion and possible action for City Council to approve the First Quarterly Financial Report ending December 2024.

**Staff Briefing:**

Attached is a memorandum along with the First Quarter Financial Report for the period ending December 31, 2024. The memo describes the details 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.

**Action:**

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

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

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

**Staff Recommended Motion:**

Motion to approve the City’s First Quarter Financial Report for the period October 1, 2024 through December 31, 2024 as presented.

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## MEMORANDUM

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Date: February 25, 2025

To: City Council and Mayor

Via: Anas Garfaoui, City Manager

From: Leroy Kowalik, Finance & Administration Director

RE: Quarterly financial report summary for the period ending December 31, 2024

The attached fund summaries represent a snapshot of the financial status as of December 31, 2024. This represents three (3) months of the fiscal year; therefore, revenues and expenditures should be targeted at 25% 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:*** Page 1

Overall general revenues are at 34% of budget. Property taxes are at approximately 49%. Sales tax revenue amounts overall were on target through the first quarter of this fiscal year and are at 27% of budget. Franchise fees are at 20% 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 rates are still at higher levels as the economic indicators say to hold rates, thus, interest income is at 29%. Municipal court fees and permits and licenses are running at 22% and 36% respectively.

Overall expenditures are at 26% of budget. Most departments are at or close to the 25% target. Some departments are running above the 25% target 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 and the timing of our payrolls. Some departments are slightly below the target percentage due to seasonal activities and a couple of personnel vacancies. Outstanding encumbrances total \$118,500 in the General Fund.

Total revenue recorded through December 2024 is \$5,992,797. Total expenditures recorded through the same period are \$5,395,062. This activity results in a current net increase of \$597,735. This current net increase brings the City's General Fund balance to \$14,971,645.

***The 2022 GO Bond Fund and Capital Project Fund: Pages 14-15***

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 December 2024:

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, \$122,183 was recorded as interest income. \$2,492,277 was expended on project work. The fund balance as of this period is \$6,005,243.

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 \$5,255,412.

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

The Utility Operating Fund is right at the target percentage in revenues at 25%. Expenditures are slightly above target at 26%. The actual cash and cash equivalents in the operating fund has decreased to approximately \$149,014. This is a decrease from the end of last fiscal year by \$30,164. These figures already include the annual payments for our lease water rights and but not the EAA Management Fees. These figures also include one quarter of the budgeted transfers out as well. The fund balance in the Utility Renewals and Replacement Fund is at approximately \$1,090,620.

The Storm Water Fund revenues are slightly below the target at 24% and the expenditures are below the target at 19%. The fund balance as of December 31, 2024 is \$293,503. That is a decrease of \$34,934 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**  
**First Quarter 2024/2025**  
**Ending December 31, 2024**  
**Unaudited**

Prepared by the Finance Department  
Leroy Kowalik  
Finance Director

**City of Live Oak  
General Fund**

**For the Period Ending December 31, 2024**

	<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	\$ 5,776,769	\$ -	\$ 5,776,769	\$ 2,805,607	49%
Taxes - Sales Tax, Mixed Beverage	8,718,627	-	8,718,627	2,366,155	27%
Franchise Fees	1,172,000	-	1,172,000	232,360	20%
Permits & Licenses	303,100	-	303,100	109,626	36%
Grants & Intergovernmental	255,000	-	255,000	63,750	25%
Service Use Fees	112,400	-	112,400	18,541	16%
Fines and Forfeitures	546,000	-	546,000	121,892	22%
Interest	490,000	-	490,000	139,672	29%
Miscellaneous	96,000	-	96,000	27,194	28%
<b>Total Revenues:</b>	<u>17,469,896</u>	<u>-</u>	<u>17,469,896</u>	<u>5,884,797</u>	<u>34%</u>
<b>Expenditures by Department:</b>					
City Council	49,650	-	49,650	12,805	26%
Council Contingency	200,000	-	200,000	-	0%
City Manager's Office	431,950	-	431,950	98,327	23%
City Secretary's Office	680,175	-	680,175	316,165	46%
Municipal Court	439,575	-	439,575	96,350	22%
Finance	834,300	-	834,300	199,413	24%
Emergency Management	19,835	-	19,835	10,073	51%
Police Department	5,687,630	-	5,687,630	1,579,084	28%
Communication Services	1,084,125	-	1,084,125	285,013	26%
Fire and EMS Services Department	3,745,071	-	3,745,071	1,042,197	28%
Public Works	1,651,750	-	1,651,750	338,064	20%
Streets Maintenance	1,084,450	-	1,084,450	219,523	20%
Animal Control	450,462	-	450,462	112,068	25%
Parks Maintenance	936,000	-	936,000	200,904	21%
Recreation	347,550	-	347,550	93,518	27%
Planning and Zoning	274,800	-	274,800	42,665	16%
Development Services	322,665	-	322,665	53,693	17%
Information Technology	495,400	-	495,400	150,568	30%
<b>Total Expenditures</b>	<u>18,735,388</u>	<u>-</u>	<u>18,735,388</u>	<u>4,850,430</u>	<u>26%</u>
<b>Excess (Deficiency) of Revenues</b>					
Over (Under) Expenditures	(1,265,492)	-	(1,265,492)	1,034,367	
<b>Other Sources and (Uses):</b>					
Interfund Transfers In	432,000	-	432,000	108,000	25%
Interfund Transfers Out	(2,159,029)	-	(2,159,029)	(544,632)	25%
<b>Total Other Sources and Uses:</b>	<u>(1,727,029)</u>	<u>-</u>	<u>(1,727,029)</u>	<u>(436,632)</u>	<u>25%</u>
<b>Net Change in Fund Balance</b>	<u>(2,992,521)</u>	<u>-</u>	<u>(2,992,521)</u>	<u>597,735</u>	
<b>Beginning Fund Balance - October 1, 2024</b>	<u>\$ 14,305,596</u>	<u>\$ 68,314</u>	<u>\$ 14,373,910</u>	<u>\$ 14,373,910</u>	
<b>Ending Fund Balance - December 31, 2024</b>	<u>\$ 11,313,075</u>	<u>\$ 68,314</u>	<u>\$ 11,381,389</u>	<u>\$ 14,971,645</u>	
<b>Approved Designated Fund Balance Appropriations</b>					
Undesignated Fund Balance	2,992,521	-	2,992,521	-	
	<u>2,992,521</u>	<u>-</u>	<u>2,992,521</u>	<u>-</u>	

**City of Live Oak  
Asset Replacement Fund**

**For the Period Ending December 31, 2024**

	<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	\$ 39,756	44%
Miscellaneous	-	-	-	-	0%
<b>Total Revenues:</b>	<u>90,000</u>	<u>-</u>	<u>90,000</u>	<u>39,756</u>	<u>44%</u>
<b>Expenditures:</b>					
Vehicles/Equipment	<u>1,004,500</u>	<u>-</u>	<u>1,004,500</u>	<u>247,571</u>	<u>25%</u>
<b>Total Expenditures</b>	<u>1,004,500</u>	<u>-</u>	<u>1,004,500</u>	<u>247,571</u>	<u>25%</u>
Excess (Deficiency) of Revenues					
Over (Under) Expenditures	(914,500)	-	(914,500)	(207,815)	
<b>Other Sources and Uses:</b>					
Interfund Transfers In	<u>1,479,707</u>	<u>-</u>	<u>1,479,707</u>	<u>369,927</u>	<u>25%</u>
<b>Total Other Sources and Uses:</b>	<u>1,479,707</u>	<u>-</u>	<u>1,479,707</u>	<u>369,927</u>	<u>25%</u>
Net Change in Fund Balance	565,207	-	565,207	162,112	
<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 - December 31, 2024</b>	<u>\$ 3,916,128</u>	<u>\$ (9,016)</u>	<u>\$ 3,907,112</u>	<u>\$ 3,504,017</u>	

**City of Live Oak  
Abatement Fund**

**For the Period Ending December 31, 2024**

	<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	\$ -	0%
<b>Total Revenues:</b>	<u>7,000</u>	<u>-</u>	<u>7,000</u>	<u>-</u>	<u>0%</u>
<b>Expenditures:</b>					
Public Works	<u>16,000</u>	<u>-</u>	<u>16,000</u>	<u>3,550</u>	<u>22%</u>
<b>Total Expenditures</b>	<u>16,000</u>	<u>-</u>	<u>16,000</u>	<u>3,550</u>	<u>22%</u>
<b>Excess (Deficiency) of Revenues</b>					
Over (Under) Expenditures	(9,000)	-	(9,000)	(3,550)	
<b>Other Sources and Uses:</b>					
Interfund Transfers In	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0%</u>
<b>Total Other Sources and Uses:</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0%</u>
Net Change in Fund Balance	(9,000)	-	(9,000)	(3,550)	
<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 - December 31, 2024</b>	<u>\$ 44,654</u>	<u>\$ -</u>	<u>\$ 45,601</u>	<u>\$ 51,051</u>	



**City of Live Oak  
Debt Service Fund**

**For the Period Ending December 31, 2024**

	<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	\$ 683,954	46%
Interest	60,000	-	60,000	7,263	12%
<b>Total Revenues:</b>	<u>1,532,876</u>	<u>-</u>	<u>1,532,876</u>	<u>691,217</u>	<u>45%</u>
<b>Expenditures:</b>					
Debt Service	<u>2,393,200</u>	<u>-</u>	<u>2,393,200</u>	<u>-</u>	<u>0%</u>
<b>Total Expenditures</b>	<u>2,393,200</u>	<u>-</u>	<u>2,393,200</u>	<u>-</u>	<u>0%</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	(860,324)	-	(860,324)	691,217	
<b>Other Sources and Uses:</b>					
Interfund Transfers In	<u>917,324</u>	<u>-</u>	<u>917,324</u>	<u>229,331</u>	<u>25%</u>
<b>Total Other Sources and Uses:</b>	<u>917,324</u>	<u>-</u>	<u>917,324</u>	<u>229,331</u>	<u>25%</u>
Net Change in Fund Balance	57,000	-	57,000	920,548	
<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 - December 31, 2024</b>	<u>\$ 660,042</u>	<u>\$ (2,375)</u>	<u>\$ 657,667</u>	<u>\$ 1,521,215</u>	

**City of Live Oak  
Forfeiture Fund**

**For the Period Ending December 31, 2024**

	<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	\$ 21,267	41%
Interest	8,000	-	8,000	3,221	40%
<b>Total Revenues:</b>	<u>60,000</u>	<u>-</u>	<u>60,000</u>	<u>24,488</u>	<u>41%</u>
<b>Expenditures:</b>					
Federal Forfeitures	160,200	-	160,200	\$ 47,471	30%
State Forfeitures	-	-	-	-	0%
<b>Total Expenditures</b>	<u>160,200</u>	<u>-</u>	<u>160,200</u>	<u>\$ 47,471</u>	<u>30%</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	(100,200)	-	(100,200)	\$ (22,983)	
Net Change in Fund Balance	(100,200)	-	(100,200)	\$ (22,983)	
<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 - December 31, 2024</b>	<u>\$ 275,180</u>	<u>\$ 25,361</u>	<u>\$ 300,541</u>	<u>\$ 377,758</u>	

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

**For the Period Ending December 31, 2024**

	<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	-	-	-	-	0%
<b>Total Revenues:</b>	-	-	-	-	0%
<b>Expenditures:</b>					
Project Construction	-	-	-	-	0%
<b>Total Expenditures</b>	-	-	-	-	0%
Net Change in Fund Balance	-	-	-	-	
<b>Beginning Fund Balance - October 1, 2024</b>	\$ -	\$ -	\$ -	\$ -	
<b>Ending Fund Balance - December 31, 2024</b>	\$ -	\$ -	\$ -	\$ -	

**City of Live Oak  
Child Safety Fund**

**For the Period Ending December 31, 2024**

	<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	\$ 1,664	10%
Interest	5,000	-	5,000	1,861	37%
<b>Total Revenues:</b>	<u>21,000</u>	<u>-</u>	<u>21,000</u>	<u>3,525</u>	<u>17%</u>
<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>	<u>50,735</u>	<u>-</u>	<u>50,735</u>	<u>588</u>	<u>1%</u>
Net Change in Fund Balance	(29,735)	-	(29,735)	2,937	
<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 - December 31, 2024</b>	<u>\$ 139,255</u>	<u>\$ 8,128</u>	<u>\$ 147,383</u>	<u>\$ 180,055</u>	

**City of Live Oak  
Court Technology Fund**

**For the Period Ending December 31, 2024**

	<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	\$ 2,783	20%
Interest	3,000	-	3,000	1,402	47%
<b>Total Revenues:</b>	17,000	-	17,000	4,185	25%
<b>Expenditures:</b>					
Municipal Court	27,600	-	27,600	7,370	27%
<b>Total Expenditures</b>	27,600	-	27,600	7,370	27%
Net Change in Fund Balance	(10,600)	-	(10,600)	(3,185)	
<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 - December 31, 2024</b>	<u>\$ 113,699</u>	<u>\$ 678</u>	<u>\$ 114,377</u>	<u>\$ 121,792</u>	

**City of Live Oak  
Court Security Fund**

**For the Period Ending December 31, 2024**

	<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	\$ 3,296	25%
Interest	1,000	-	1,000	877	88%
<b>Total Revenues:</b>	14,000	-	14,000	4,173	30%
<b>Expenditures:</b>					
Municipal Court	25,375	-	25,375	1,768	7%
<b>Total Expenditures</b>	25,375	-	25,375	1,768	7%
Net Change in Fund Balance	(11,375)	-	(11,375)	2,405	
<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 - December 31, 2024</b>	<u>\$ 60,459</u>	<u>\$ 8,757</u>	<u>\$ 69,216</u>	<u>\$ 82,996</u>	

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

**For the Period Ending December 31, 2024**

	<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	\$ 118,464	19%
Interest	40,000	-	40,000	15,191	38%
<b>Total Revenues:</b>	<u>655,000</u>	<u>-</u>	<u>655,000</u>	<u>133,655</u>	<u>20%</u>
<b>Expenditures:</b>					
Administration Department	803,000	-	803,000	149,000	19%
<b>Total Expenditures</b>	<u>803,000</u>	<u>-</u>	<u>803,000</u>	<u>149,000</u>	<u>19%</u>
Excess (Deficiency) of Revenues					
Over (Under) Expenditures	(148,000)	-	(148,000)	(15,345)	
<b>Other Sources and Uses:</b>					
Interfund Transfers Out	(24,156)	-	(24,156)	(6,039)	25%
<b>Total Other Sources and Uses:</b>	<u>(24,156)</u>	<u>-</u>	<u>(24,156)</u>	<u>(6,039)</u>	<u>25%</u>
Net Change in Fund Balance					
	(172,156)	-	(172,156)	(21,384)	
<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 - December 31, 2024</b>					
	<u>\$ 1,163,342</u>	<u>\$ 187,393</u>	<u>\$ 1,350,735</u>	<u>\$ 1,501,507</u>	

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

**For the Period Ending December 31, 2024**

	<u>Original Budget</u>	<u>Budget Adjustments</u>	<u>Current Budget</u>	<u>Year-to-Date Actual</u>	<u>%</u>
<b>Revenue:</b>					
Service Use Fees	\$ 5,000	\$ -	\$ 5,000	\$ 450	9%
Interest	3,000	-	3,000	482	16%
<b>Total Revenues:</b>	<b>8,000</b>	<b>-</b>	<b>8,000</b>	<b>932</b>	<b>12%</b>
<b>Expenditures:</b>					
Emergency Radio System	25,170	-	25,170	672	3%
<b>Total Expenditures</b>	<b>25,170</b>	<b>-</b>	<b>25,170</b>	<b>672</b>	<b>3%</b>
Excess (Deficiency) of Revenues					
Over (Under) Expenditures	(17,170)	-	(17,170)	260	
<b>Other Sources and Uses:</b>					
Interfund Transfers Out	(10,000)	-	(10,000)	(2,500)	25%
<b>Total Other Sources and Uses:</b>	<b>(10,000)</b>	<b>-</b>	<b>(10,000)</b>	<b>(2,500)</b>	<b>25%</b>
Net Change in Fund Balance					
	(27,170)	-	(27,170)	(2,240)	
<b>Beginning Fund Balance - October 1, 2024</b>					
	\$ 85,945	\$ (462)	\$ 85,483	\$ 85,483	
<b>Ending Fund Balance - December 31, 2024</b>					
	\$ 58,775	\$ (462)	\$ 58,313	\$ 83,243	



**City of Live Oak  
PEG Fund**

**For the Period Ending December 31, 2024**

	<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	\$ 6,559	13%
<b>Total Revenues:</b>	50,000	-	50,000	6,559	13%
<b>Expenditures:</b>					
Capital Outlay	65,000	-	65,000	-	0%
<b>Total Expenditures</b>	<u>65,000</u>	<u>-</u>	<u>65,000</u>	<u>-</u>	<u>0%</u>
Net Change in Fund Balance	(15,000)	-	(15,000)	6,559	
<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 - December 31, 2024</b>	<u>\$ 465,161</u>	<u>\$ (2,413)</u>	<u>\$ 462,748</u>	<u>\$ 484,307</u>	

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

**For the Period Ending December 31, 2024**

	<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	\$ -	0%
<b>Total Revenues:</b>	<u>52,000</u>	<u>-</u>	<u>52,000</u>	<u>-</u>	<u>0%</u>
<b>Expenditures:</b>					
Capital Outlay	<u>38,700</u>	<u>-</u>	<u>38,700</u>	<u>2,432</u>	<u>6%</u>
<b>Total Expenditures</b>	<u>38,700</u>	<u>-</u>	<u>38,700</u>	<u>2,432</u>	<u>6%</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	13,300	-	13,300	(2,432)	
<b>Other Sources and Uses:</b>					
Interfund Transfers In	<u>6,500</u>	<u>-</u>	<u>6,500</u>	<u>6,500</u>	<u>100%</u>
<b>Total Other Sources and Uses:</b>	<u>6,500</u>	<u>-</u>	<u>6,500</u>	<u>6,500</u>	<u>100%</u>
Net Change in Fund Balance	19,800	-	19,800	4,068	
<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 - December 31, 2024</b>	<u>\$ 116,725</u>	<u>\$ (111)</u>	<u>\$ 116,614</u>	<u>\$ 100,882</u>	

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

**For the Period Ending December 31, 2024**

	<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	\$ 122,183	31%
<b>Total Revenues:</b>	400,000	-	400,000	122,183	31%
<b>Expenditures:</b>					
Professional Fees	75,000	-	75,000	550	1%
Construction Costs	7,880,063	820,274	8,700,337	2,491,727	29%
<b>Total Expenditures</b>	<u>7,955,063</u>	<u>820,274</u>	<u>8,775,337</u>	<u>2,492,277</u>	<u>28%</u>
Excess (Deficiency) of Revenues					
Over (Under) Expenditures	(7,555,063)	(820,274)	(8,375,337)	(2,370,094)	
Net Change in Fund Balance					
	(7,555,063)	(820,274)	(8,375,337)	(2,370,094)	
<b>Beginning Fund Balance - October 1, 2024</b>					
	\$ 7,555,063	\$ 820,274	\$ 8,375,337	\$ 8,375,337	
<b>Ending Fund Balance - December 31, 2024</b>					
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 6,005,243</u>	

**City of Live Oak  
Capital Projects Fund**

**For the Period Ending December 31, 2024**

	<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	\$ 63,713	85%
<b>Total Revenues:</b>	<u>75,000</u>	<u>-</u>	<u>75,000</u>	<u>63,713</u>	<u>85%</u>
<b>Expenditures:</b>					
Professional Fees	200,000	-	200,000	49,161	25%
Capital Outlay - Equipment	635,188	-	635,188	296,612	47%
Construction	5,178,926	-	5,178,926	201,678	4%
<b>Total Expenditures</b>	<u>6,014,114</u>	<u>-</u>	<u>6,014,114</u>	<u>547,451</u>	<u>9%</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	(5,939,114)	-	(5,939,114)	(483,738)	
<b>Other Sources and Uses:</b>					
Interfund Transfers In	1,816,700	-	1,816,700	454,175	25%
<b>Total Other Sources and Uses:</b>	<u>1,816,700</u>	<u>-</u>	<u>1,816,700</u>	<u>454,175</u>	<u>25%</u>
Net Change in Fund Balance	(4,122,414)	-	(4,122,414)	(29,563)	
<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 - December 31, 2024</b>	<u>\$ 621,004</u>	<u>\$ 541,557</u>	<u>\$ 1,162,561</u>	<u>\$ 5,255,412</u>	

**City of Live Oak  
Utility Operations Fund**

**For the Period Ending December 31, 2024**

	<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	\$ 1,694,006	25%
<b>Total Revenues:</b>	<u>6,790,405</u>	<u>-</u>	<u>6,790,405</u>	<u>1,694,006</u>	<u>25%</u>
<b>Expenditures:</b>					
Administration Department	339,500	-	339,500	87,320	26%
Public Works General	5,882,831	-	5,882,831	1,520,100	26%
<b>Total Expenditures</b>	<u>6,222,331</u>	<u>-</u>	<u>6,222,331</u>	<u>1,607,420</u>	<u>26%</u>
Excess (Deficiency) of Revenues					
Over (Under) Expenditures	568,074	-	568,074	86,586	
<b>Other Sources and Uses:</b>					
Interfund Transfers In	29,500		29,500	7,375	25%
Interfund Transfers Out	(496,500)	-	(496,500)	(124,125)	25%
<b>Total Other Sources and Uses:</b>	<u>(467,000)</u>	<u>-</u>	<u>(467,000)</u>	<u>(116,750)</u>	<u>25%</u>
Net Change in Fund Balance					
	101,074	-	101,074	(30,164)	
<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. - December 31, 2024</b>					
	<u>\$ 266,646</u>	<u>\$ 13,606</u>	<u>\$ 280,252</u>	<u>\$ 149,014</u>	

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

**For the Period Ending December 31, 2024**

	<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	\$ 13,935	40%
Miscellaneous	-	-	-	-	0%
<b>Total Revenues:</b>	<u>35,000</u>	<u>-</u>	<u>35,000</u>	<u>13,935</u>	<u>40%</u>
<b>Expenditures:</b>					
Public Works General	<u>570,000</u>	<u>-</u>	<u>570,000</u>	<u>179,891</u>	<u>32%</u>
<b>Total Expenditures</b>	<u>570,000</u>	<u>-</u>	<u>570,000</u>	<u>179,891</u>	<u>32%</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	(535,000)	-	(535,000)	(165,956)	
<b>Other Sources and Uses:</b>					
Interfund Transfers In	<u>310,000</u>	<u>-</u>	<u>310,000</u>	<u>77,500</u>	<u>25%</u>
<b>Total Other Sources and Uses:</b>	<u>310,000</u>	<u>-</u>	<u>310,000</u>	<u>77,500</u>	<u>25%</u>
Net Change in Fund Balance	(225,000)	-	(225,000)	(88,456)	
<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 - December 31, 2024</b>	<u>\$ 923,402</u>	<u>\$ 30,674</u>	<u>\$ 954,076</u>	<u>\$ 1,090,620</u>	

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

**For the Period Ending December 31, 2024**

	<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	\$ 162,166	24%
<b>Total Revenues:</b>	<u>676,000</u>	<u>-</u>	<u>676,000</u>	<u>162,166</u>	<u>24%</u>
<b>Expenditures:</b>					
Operations	<u>904,500</u>	<u>-</u>	<u>904,500</u>	<u>175,133</u>	<u>19%</u>
<b>Total Expenditures</b>	<u>904,500</u>	<u>-</u>	<u>904,500</u>	<u>175,133</u>	<u>19%</u>
Excess (Deficiency) of Revenues					
Over (Under) Expenditures	<u>(228,500)</u>	<u>-</u>	<u>(228,500)</u>	<u>(12,967)</u>	
<b>Other Sources and Uses:</b>					
Interfund Transfers Out	<u>(87,869)</u>	<u>-</u>	<u>(87,869)</u>	<u>(21,967)</u>	<u>25%</u>
<b>Total Other Sources and Uses:</b>	<u>(87,869)</u>	<u>-</u>	<u>(87,869)</u>	<u>(21,967)</u>	<u>25%</u>
Net Change in Fund Balance					
	(316,369)	-	(316,369)	(34,934)	
<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. - December 31, 2024</b>					
	<u>\$ 29,554</u>	<u>\$ (17,486)</u>	<u>\$ 12,068</u>	<u>\$ 293,503</u>	

**City of Live Oak  
Economic Development Corporation**

**For the Period Ending December 31, 2024**

	<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	\$ 776,762	29%
Interest/Misc	185,000	-	185,000	66,516	36%
<b>Total Revenues:</b>	<u>2,909,209</u>	<u>-</u>	<u>2,909,209</u>	<u>843,278</u>	<u>29%</u>
<b>Expenditures:</b>					
Administration Department	1,034,470	-	1,034,470	77,665	8%
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>77,665</u>	<u>4%</u>
Excess (Deficiency) of Revenues					
Over (Under) Expenditures	1,019,739	-	1,019,739	765,613	
<b>Other Sources and Uses:</b>					
Interfund Transfers In	24,156	-	24,156	6,039	25%
Interfund Transfers Out	(2,163,333)	-	(2,163,333)	(540,833)	25%
<b>Total Other Sources and Uses:</b>	<u>(2,139,177)</u>	<u>-</u>	<u>(2,139,177)</u>	<u>(534,794)</u>	<u>25%</u>
Net Change in Fund Balance					
	(1,119,438)	-	(1,119,438)	230,819	
<b>Beginning Fund Balance - October 1, 2024</b>					
	\$ 5,412,317	\$ (143,907)	\$ 5,268,410	\$ 5,268,410	
<b>Ending Fund Balance - December 31, 2024</b>					
	<u>\$ 4,292,879</u>	<u>\$ (143,907)</u>	<u>\$ 4,148,972</u>	<u>\$ 5,499,229</u>	





**Meeting Date:** February 25, 2025

**Agenda item:** 6D

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

**Reviewed by:** Anas Garfaoui, City Manager

**Department:** Finance Department

**Agenda Item Description:**

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

**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 a 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 rise to the level of a City fixed asset:

Asset ID#	Description	Year Acquired	Fund	Location
05568	Chevy Tahoe – 1GNLC2E09DR356156	2013	10	Police Dept.
05625	Ford Explorer – 1FM5K8AR4HGC26097	2017	10	Police Dept.
05838	Toyota Camry – 4T1BK46KX9U095218	2009	10	Police Dept.

These items will be disposed of appropriately. This is an ongoing 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.

**Action:**

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

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

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

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**Staff Recommended Motion:**

Motion to approve the list of Fixed Assets that have been identified for disposal.



**Meeting Date:** February 25, 2025

**Agenda item:** 6E

**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 an Ordinance that amends the City of Live Oak utility rates for sewer service.

---

**Staff Briefing:**

During the formulation of the FY2024/2025 budget, discussions took place within management budget meetings, as well as the council budget workshop, on a proposed rate increase of approximately 10% to the City's sewer system rates. The primary reasons for the budgeted increase continue to be associated with the sewage treatment and the Salatrillo Sewage Treatment Plant expansion project, as well as any cost increases that we have experienced.

There are two major expenditure categories for the City's sewer system. One is the maintenance of the collection system infrastructure within the City limits. This category accounts for personnel costs, parts, equipment and outside services. The second category is the sewage treatment services. This is the cost associated with the treatment of all sewage that is generated within our City limits. The City does not own or maintain its own sewage treatment plant. Through interlocal agreements, the City contracts to have its sewage treated at two wastewater treatment facilities. One is with the Cibolo Creek Municipal Authority (CCMA) and the other is with the San Antonio River Authority (SARA). These two agencies' staff maintain and manage their facilities and then charge the various users (Cities) for the treatment services based on a pro-rata calculation. These Interlocal Agreements also state that when these facilities are required to go through an expansion, the contracted cities/entities, are monetarily committed to paid their fair share of any necessary debt to construct these expansions. Both plants are either undergoing major expansions or will be undergoing a major expansion in the very near future. The costs (debt service) for these expansions are passed on to the Cities through their rate structure.

While the 2023/24 budget projected a 12% sewer increase, last year's approved rate increase was a 9% average increase. After re-evaluating the overall system, staff is recommending an overall 9.25% average increase instead of the 10% budgeted increase. This Ordinance amends the Schedule for the sewer rates.

This sewer rate increase will affect both the City of Live Oak and San Antonio Water System customers who reside within the city limits. The process would provide one month of notice before new rates are applied. The rates will be effective April 1, 2025. We would get the word out through various means including water/sewer bills, Facebook, marques, etc.

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**Action:**

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

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

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

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**Staff Recommended Motion:**

Motion to approve an Ordinance amending the City of Live Oak rates, fees, and charges for the City of Live Oak sewer utility services; providing a savings and severability clause and providing an effective date.

**AN ORDINANCE AMENDING THE CITY OF LIVE OAK CITY RATES, FEES, AND CHARGES FOR THE CITY OF LIVE OAK SEWER UTILITY SERVICES; PROVIDING A SAVINGS AND SEVERABILITY CLAUSE AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Charter and City Code of Ordinances, Chapter 23, Section 23-1 grants the City Council of the City of Live Oak the authority to establish the rates, fees and charges for the City Utility Services as necessary; and

**WHEREAS**, the City Council has determined that the rates for Sewer Services shall be amended to contribute to the operating budget and for the benefit of the citizens of the City which are fair, just and reasonable as outlined below in Schedule B.

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

**I.  
UTILITY RATE ORDINANCE- SCHEDULE AMENDMENTS**

The rates, fees and charges for sewer as set forth in the City of Live Oak Utility Rate Schedule B as previously adopted by City Council and in accordance with City Charter and Code of Ordinances, Chapter 23, Article III, Section 23-1 are hereby amended as follows:

**SCHEDULE B: SEWER RATE CHARGES**

Residential Accounts:

Fixed charge	\$17.05
Winter-average water consumption per 1,000 gallons	\$ 3.52
New resident charge without a winter average	\$34.65

Commercial Accounts:

Per 1,000 gallons of water consumption per billing cycle	\$ 7.35
Minimum bill if less than 7,500 gallons of water is used	\$55.13

**II.  
EFFECTIVE DATE**

This Ordinance shall be and become effective on the 1st day of April 2025.

**III.  
REPEALER**

All ordinances or parts of ordinances 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.

**IV.  
SEVERABILITY**

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 declared to be severable.

PASSED AND APPROVED this, the 25<sup>th</sup> day of February 2025.

APPROVED:

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

ATTEST:

APPROVED AS TO LEGAL SUFFICIENCY:

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

\_\_\_\_\_  
City Attorney's Office



**Meeting Date:** February 25, 2025

**Agenda item:** 6F

**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 an Ordinance that amends the City of Live Oak utility rates for water service.

---

**Staff Briefing:**

The current budget contains a proposed water rate increase equal to an average of 6%. Many things are considered when determining the need for a rate increase. After re-evaluating the overall status of the system, staff is recommending a 4.75% – 5.00% overall average increase for consumption of 20,000 gallons or less. The higher the consumption, the higher the rate increase will be. The base fee or demand fee is recommended to increase by 5.25%

Several years ago, staff recommended, and Council approved, rate changes that increased as more consumption was used. This change increased the variance between the tier structures which should promote better water conservation measures. Last year, staff recommended variable rate changes between the tier structures that will continue to promote better water conservation measures with the average rate increase being 3.56%. This year, staff is again recommending variable rate changes between the tier structures with the average rate increase being 4.78%.

For the commercial customers, staff is recommending a 1.5% increase to the base fee and variable rate increases applied to the tier structure. This recommendation would change the **average** commercial customer with approximately 85,000 gallons per month by a 4.64% increase or \$15.11 per month. A good-sized restaurant averages around 220,000 gallons per month and would see its cost increase by 4.91% or \$28.76 per month.

Discussion on raising rates is never a pleasant thing to contemplate, but it is essential in keeping our Utility Funds in a stable financial position. The City’s 2023/24 audit, which was recently presented, reflected the benefits of careful management of the utility rates. This water rate increase will only affect the residents on the Live Oak Water System. SAWS sets the rates for all residents that receive their water from SAWS.

This Ordinance amends the Schedule for the Water rates.

The process would provide one month of notice before new rates are applied. The rates will be effective April 1, 2025. We would get the word out through various means including water/sewer bills, Facebook, marques, etc.

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**Action:**

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

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

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

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**Staff Recommended Motion:**

Motion to approve an Ordinance amending the City of Live Oak rates, fees, and charges for the City of Live Oak water utility services; providing a savings and severability clause and providing an effective date.



**ORDINANCE NUMBER \_\_\_\_\_**

**AN ORDINANCE AMENDING THE CITY OF LIVE OAK CITY RATES, FEES, AND CHARGES FOR THE CITY OF LIVE OAK WATER UTILITY SERVICES; PROVIDING A SAVINGS AND SEVERABILITY CLAUSE AND PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, the City Charter and City Code of Ordinances, Section 23-1 grants the City Council of the City of Live Oak the authority to establish the rates, fees and charges for the City Utility Services as necessary; and

**WHEREAS**, the City Council has determined that the rates for Water Services shall be amended to contribute to the operating budget and for the benefit of the citizens of the City which are fair, just, and reasonable as outlined below in Schedule A.

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

**I.**

**UTILITY RATE ORDINANCE- SCHEDULE AMENDMENTS**

The rates, fees and charges for water as set forth in the City of Live Oak Utility Rate Schedule A: Water Rate Charges as previously adopted by City Council and in accordance with City Charter and Code of Ordinances, Article III, Section 23-1 are hereby amended as follows:

**SCHEDULE A: WATER RATE CHARGES**

Edwards Aquifer Authority management fees pass through charge per unit (1,000 gallons)	\$ 0.40
--	---------

Residential Accounts:

- |   |         |
|---|---------|
| 1. Demand charge per billing period for single-family                             | \$20.84 |
| 2. Volume charge per billing period per 1,000 gallons for the first 7,000 gallons | \$ 1.02 |
| 3. Volume charge per billing period per 1,000 gallons for 7,001 to 9,000 gallons  | \$ 1.42 |
| 4. Volume charge per billing period per 1,000 gallons for 9,001 to 12,000 gallons | \$ 1.89 |

5.	Volume charge per billing period per 1,000 gallons for 12,001 to 15,000 gallons	\$ 2.28
6.	Volume charge per billing period per 1,000 gallons for 15,001 to 20,000 gallons	\$ 2.78
7.	Volume charge per billing period per 1,000 gallons for 20,001 to 25,000 gallons	\$ 3.19
8.	Volume charge per billing period per 1,000 gallons for 25,001 to 30,000 gallons	\$ 3.69
9.	Volume charge per billing period per 1,000 gallons for 30,001 to 50,000 gallons	\$ 4.19
10.	Volume charge per billing period per 1,000 gallons for over 50,000 gallons	\$ 4.73

Commercial Accounts:

1. Demand Charge per billing period

Meter Size	Demand Charge
5/8"	\$ 25.04
1"	\$ 62.60
1-1/2"	\$125.19
2"	\$200.30
3"	\$400.62
4"	\$625.95
6"	\$1,210.52
8"	\$1,905.92
Hydrant	\$390.85

2.	Volume charge per billing period per 1,000 gallons for the first 40,000 gallons	\$ 1.56
3.	Volume charge per billing period per 1,000 gallons for 40,001 to 100,000 gallons	\$ 1.74
4.	Volume charge per billing period per 1,000 gallons for 100,001 to 500,000 gallons	\$ 2.06
5.	Volume charge per billing period per 1,000 gallons for over 500,000 gallons	\$ 2.77

**II.  
EFFECTIVE DATE**

This Ordinance shall be and become effective on the 1st day of April 2025.

**III.  
REPEALER**

All ordinances or parts of ordinances 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.

**IV.  
SEVERABILITY**

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 declared to be severable.

PASSED AND APPROVED this, the 25<sup>th</sup> day of February 2025.

APPROVED:

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

ATTEST:

APPROVED AS TO LEGAL SUFFICIENCY:

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

\_\_\_\_\_  
City Attorney's Office



**Meeting Date:** February 25, 2025

**Agenda item:** 6G

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

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

**Department:** Police Department

**Agenda Item Description:**

Discussion and possible action regarding the Live Oak Police Department’s 2024 Tier 1 and Tier 2 Racial Profiling Data in compliance with Art. 2.134(b) of the Texas Code of Criminal Procedure.

**Staff Briefing:**

The Texas Code of Criminal Procedure, Article 2.132 requires the Chief Administrator of a Law Enforcement Agency to submit an annual report to the Texas Department of Public Safety and the governing body of the municipality concerning citations and arrests resulting from motor vehicle-related contacts. The information in the report is to include the number of stops that have been made, the race or ethnicity of the person stopped, was race or ethnicity known before the stop, was a search done during the stop, and was the search consensual. The report shall be submitted no later than March 1<sup>st</sup> of each year.

**Action:**

- Ordinance       Resolution
- Proclamation       Special Presentation
- Finance Report       Public Hearing
- Other – Biased Policing as required by Texas Code of Criminal Procedure, Art. 2.132

<b>Cost: 0.00</b>	
<b>Budgeted</b>	
<b>Actual</b>	
<b>Acct. Name</b>	
<b>Acct. Fund</b>	
<b>Other Funding</b>	
<b>Strategic Goal #</b>	

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

**Staff Recommended Motion:**

Motion to approve the Live Oak Police Department’s 2024 Tier 1 and Tier 2 Racial Profiling Data.



Live Oak Police Department

Racial Profiling Report

For

2024

Chief Michael Fratus

February 14, 2025

## Table of Contents

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Appendix A: Brazos Report

Appendix B: Live Oak Police Department Racial Profiling Policy 3-20

Appendix C: Live Oak Racial Profiling Handout

## **Racial Profiling Background**

Texas Code of Criminal Procedure (CCP) Article 2.132, Law Enforcement Policy on Racial Profiling established requirement that law enforcement agencies throughout Texas adopt a written policy on racial profiling. The law requires the policy to address seven areas to include the following:

- Clearly defined acts constituting racial profiling.
- Strictly prohibit peace officers employed by the agency from engaging in racial profiling.
- Implement a process by which an individual may file a complaint with the agency if the individual believes that a peace officer employed by the agency engaged in racial profiling with respect to the individual.
- Provide public education relating to the agency's complaint process.
- Require appropriate corrective action to be taken against a peace officer employed by the agency who, after an investigation, is shown to have engaged in racial profiling in violation of agency's policy.
- Require the collection of information relating to traffic stops in which a citation was issued, and of arrest resulting from those traffic stops, including information relating to
  - A The race or ethnicity of the individual detained
  - B Reason for the stop
  - C Information whether a search was conducted or not.
  - D Reason for the search if conducted.
  - E Was contraband found.
  - F Type of contraband found.
  - G Was an arrest made.
  - H Was any type of force used to make the arrest
  - I Require the agency to submit an annual report to the governing body which the agency serves.

CCP Article 2.132 defines a "Motor Vehicle Stop" as an occasion in which a peace officer stops a motor vehicle for an alleged violation of law or ordinance. It also declares that race and ethnicity means a person is of a particular decent, including Caucasian, African, Hispanic, Asian, Native American, or Middle Eastern.

### **Live Oak Police Department Racial Profiling Policy Information**

The Live Oak Police Department has an established policy (3-20) and it is the policy of this department to police in a protective manner and to aggressively investigate suspected violations of the law. Officers shall actively enforce state, federal and local laws in a responsible and professional manner, without regard to race, ethnic background, gender, sexual orientation, religion, economic status, age, cultural group, or any other identifiable group. Officers are strictly prohibited from engaging in bias-based/racial profiling as defined in this policy and as outlined in the Texas Code of Criminal Procedure. This policy shall be applicable to all persons, whether drivers, passengers, or pedestrians.

This policy shall not preclude officers from offering assistance to person when appropriate, e.g. someone appears ill; person appears lost; person has vehicle problems etc. Additionally, this policy does not prohibit consensual encounters with persons, absent a racial profiling bias.

Nor does this policy prohibit stopping someone suspected of a crime based upon observed actions and/or information received about the person.

Officers are required to adhere to all Texas Commission on Law Enforcement (TCOLE) training and the Law Enforcement Management Institute of Texas (LEMIT) requirements as mandated by law.

All officers shall complete TCOLE training and education program on racial profiling no later than the second anniversary of the date the officer is licensed under Chapter 1701 of the Texas Occupations Code or the date the officer applies for an intermediate proficiency certificate.

The Chief of Police, as part of the initial training and continued education for such appointment, will be required to attend the LEMIT program on racial profiling.

### **Live Oak Police Department Racial Profiling Complaint Process**

The Live Oak Police Department maintains a separate unit for receiving and investigating complaints from citizens against Live Oak Police Officers and Civilian Employees. The Internal Affairs Section is a separate unit, which reports directly to the Chief and his Executive Staff. It is a fact-finding entity, and its purpose is three-fold:

1. **Protecting the Public:** The public has the right to receive fair, efficient, and impartial law enforcement. Any misconduct by Live Oak Police personnel must first be detected, thoroughly investigated, and finally, properly adjudicated to assure the maintenance of these qualities.
2. **Protecting the Police Department:** The Police Department is often evaluated and judged by the conduct of its individual employees. It is imperative that the whole organization not be criticized because of the misconduct of a few. An informed public must have confidence that its Police Department honestly and fairly investigates and adjudicates all allegations of misconduct against its employees.
3. **Protecting the Employee:** Employees must be protected against false or misinformed allegations of misconduct. This can only be accomplished through a consistently thorough investigative process. Sworn statements submitted to the Internal Affairs Section are notarized and treated in the same manner as testimony in a court of law. Therefore, perjury statutes apply. Complaints that are shown to be false will be forwarded to the Bexar County District Attorney's Office for consideration of criminal charges.

#### **Contacting Internal Affairs:**

The Internal Affairs Section is in the Live Oak Police Department at 8022 Shin Oak Drive, Live Oak, TX 78233. The office hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. Phone messages can be left any time after hours and will be promptly returned (210) 945-1700.

E-mail contact: [professionalstandard@liveoaktx.net](mailto:professionalstandard@liveoaktx.net)

All complaints received by the Police Department are routed by the severity of the complaint. The most serious types of complaints investigated by the Internal Affairs Section involve allegations such as excessive force, any discharge of firearms, or serious rules violations. Complaints comparatively less serious in nature, such as rude behavior or improper procedure, are forwarded to the individual officer's



division for investigation. In every case, the person making the complaint will be notified of the final disposition either by telephone or U.S. Mail.

The Internal Affairs Section is in the Live Oak Police Department located at 8022 Shin Oak Dr. Live Oak, TX 78233. The Office hours are Monday through Friday, 8:00 am to 5:00 pm. Phone messages can be left any time after hours and will be promptly returned.

## Analyzing the Racial Profiling Data

<b>Live Oak Demographic</b>		
<b>Race</b>	<b>Population</b>	<b>Percentage</b>
<b>White</b>	6567	39%
<b>Hispanic</b>	5749	34.2%
<b>Black or African American</b>	2382	14.2%
<b>Two or More Races</b>	1276	7.6%
<b>Asian</b>	918	5.5%
<b>American Indian and Alaska Native</b>	88	0.5%
<b>Native Hawaiian and Other Pacific Islander</b>	13	0.08%
	<b>16,993<sup>1</sup></b>	<b>100.00%</b>

*Table 1. Live Oak Demographics 2022 Estimate from City-Data.com*

In 2022, the largest racial groups in Live Oak were Hispanic (34.2%), White (39.0%), and Black (14.2%). About 76.6% of residents speak English at home. Notably, 9.4% of Live Oak's population is foreign-born, primarily from Latin America (5.5%) and Asia (2.9%). This is significantly lower than the state's average foreign-born population of 17.0%<sup>2</sup>.

The U.S. Office of Management and Budget requires agencies to report data on Hispanic and non-Hispanic individuals. The category of "Hispanic or Latino" includes those of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish origin, regardless of race.<sup>3</sup>

<sup>1</sup> According to City-Data 2022 estimate.

<sup>2</sup> Read more: <https://www.city-data.com/races/races-Live-Oak-Texas.html>

<sup>3</sup> Bureau, U. S. C. (2021, December 3). About the Hispanic population and it's origin. Census.gov. Retrieved February 11, 2022, from <https://www.census.gov/topics/population/hispanic-origin/about.html>

### Live Oak Population by Race

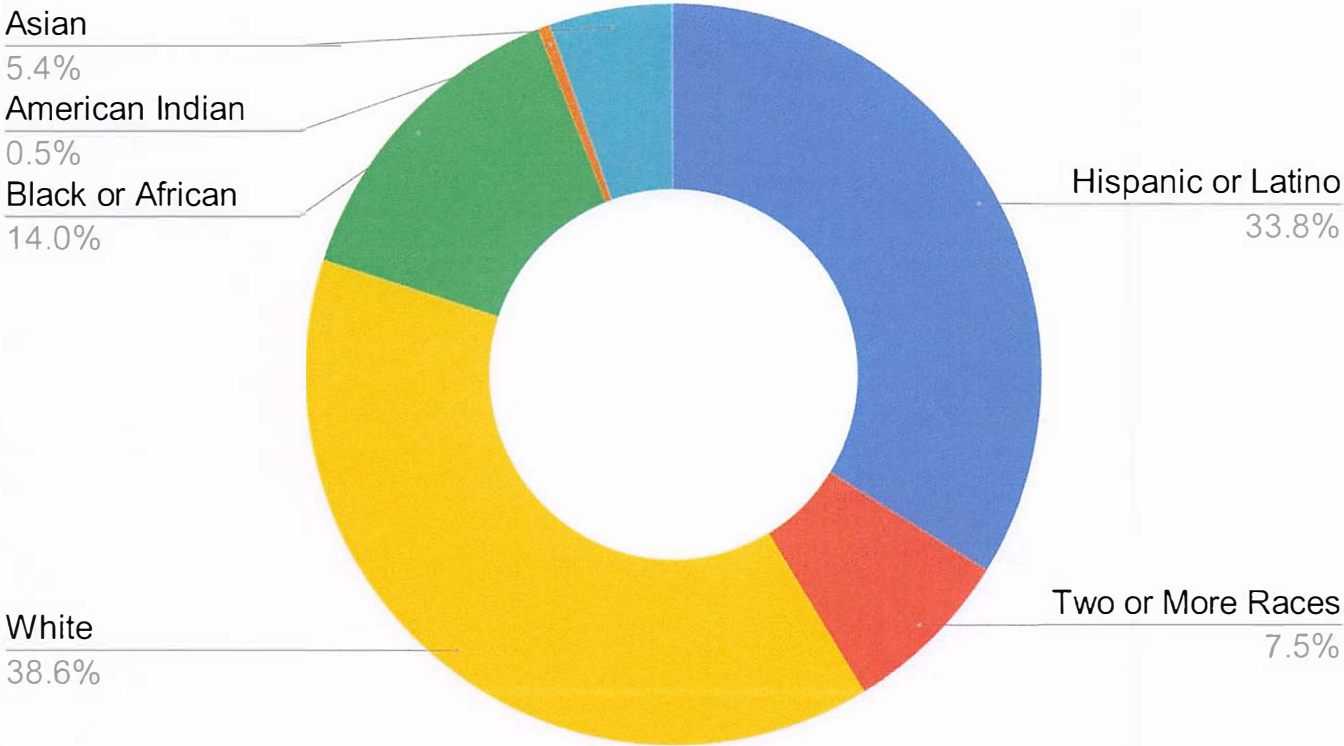


Figure 1- Live Oak Demographics Pie Chart 2022 Estimate from City-Data.com

<b>Motor Vehicle Stops</b>						
<b>Race</b>	<b>Male</b>	<b>%</b>	<b>Female</b>	<b>%</b>	<b>Total</b>	<b>% of Total Stops</b>
<b>Caucasian</b>	1,852	30.75%	1,145	19.01%	2,997	49.77%
<b>Hispanic</b>	1,115	18.52%	497	8.25%	1,612	26.77%
<b>Black</b>	750	12.45%	493	8.19%	1,243	20.64%
<b>Asian</b>	66	1.10%	56	0.93%	122	2.03%
<b>American Indian</b>	36	0.60%	12	0.20%	48	0.80%
<b>Total</b>	<b>3,819</b>	<b>61.16%</b>	<b>2,203</b>	<b>38.84%</b>	<b>6,022</b>	<b>100%</b>

Table 2. Live Oak Police Department 2024 Motor Vehicle Stops by Race and Gender

The table shows that most motor vehicle related contacts were made with Caucasian, followed by persons of Hispanic descent and then persons of African descent. The motor vehicle related contact percentage is elevated compared to demographic information from the U.S. Census Bureau for the City of Live Oak. This is due to the transiting population that travel through Live Oak, TX along Interstate 35 and Texas Highway 1604 Loop. Texas Department of Transportation estimates that nearly 500,000 vehicles travel through Live Oak, TX every day. It is nearly impossible to have the demographic data for 182.5 million vehicles annually commuting though Live Oak, TX.

<b>Reason for Motor Vehicle Stop</b>						
<b>Reason</b>	<b>Black</b>	<b>American Indian</b>	<b>Asian</b>	<b>Caucasian</b>	<b>Hispanic</b>	<b>Total</b>
<b>Moving Traffic Violation</b>	721	16	83	1,982	879	4,681
<b>Pre-existing Knowledge</b>	5	0	2	15	7	29
<b>Vehicle Traffic Violation</b>	465	11	35	913	676	2,100
<b>Violation of Law</b>	52	1	2	87	50	192
<b>Total</b>	<b>1,243</b>	<b>28</b>	<b>122</b>	<b>2,997</b>	<b>1,612</b>	<b>6,022</b>

Table 3. Live Oak Police Department 2024 Motor Vehicle Stops in relation to Live Oak residents and non-residents.

The majority of stops are due to moving traffic violations (61%), followed by vehicle-related violations (35%) and violations of the law (3%).

<b>Locations of Motor Vehicle Stops</b>	
City street	4,378
Private Property or other	593
State Highway	739
US highway	312
<b>Total</b>	<b>6,022</b>

Table 4. Live Oak Police Department 2024 Motor Vehicle Stops by Location Category

The majority of stops occur on city streets, consistent with the reasons for the stops, such as failure to obey traffic signs or expired registration. Highway traffic, though high-volume, presents challenges for traffic enforcement due to limited visibility and road conditions.

<b>Result of the Stop</b>						
	Alaska Native/ American Indian	Asian/ Pacific Islander	Black	Hispanic/ Latino	White	Total
Citation	24	47	595	767	1,347	2,780
Citation and Arrest	0	0	14	19	21	54
Written Warning	24	75	630	823	1,629	3,181
Written Warning and Arrest	0	0	4	3	0	7
<b>Grand Total</b>						<b>6,022</b>

Table 5. Live Oak Police Department 2024 Result of Traffic Stop

The table provides an overview of traffic stop outcomes for various racial and ethnic groups in Live Oak, TX. The categories include citations, citations with arrests, written warnings, and written warnings with arrests. Overall, the data reflects the general distribution of traffic stop outcomes across racial and ethnic groups, with a slightly higher representation of White individuals in citations and written warnings, and Black and Hispanic/Latino individuals showing greater representation in arrests, though the numbers are proportionate to the population and traffic flow.

## **Comparison and Analysis of Traffic Stops:**

### **Citations:**

White individuals are overrepresented in citations compared to their demographic percentage (48.45% of citations vs. 39% of the population).

Hispanic/Latino individuals are somewhat underrepresented in citations (27.59% of citations vs. 34.2% of the population).

Black individuals are underrepresented in citations (21.40% of citations vs. 14.2% of the population). This suggests they are receiving fewer citations than their proportion in the population would suggest, considering their involvement in traffic stops.

### **Citations and Arrests:**

White individuals are slightly overrepresented in the citation and arrest category (38.89% vs. 39% of the population).

Hispanic/Latino individuals are somewhat overrepresented (35.19% vs. 34.2% of the population).

Black individuals are overrepresented in this category (25.93% vs. 14.2% of the population), suggesting that Black individuals are more likely to face both a citation and an arrest compared to other racial groups.

### **Written Warnings:**

White individuals are overrepresented in written warnings (51.21% vs. 39% of the population).

Hispanic/Latino individuals are underrepresented in written warnings (25.87% vs. 34.2% of the population).

Black individuals are underrepresented in written warnings (19.81% vs. 14.2% of the population). Similar to citations, this suggests that Black individuals receive fewer warnings than would be expected based on their population proportion.

### **Written Warnings and Arrests:**

This category is very small overall (7), but Black individuals make up 57.14% (4) of written warnings and arrests, which is disproportionately high compared to their population percentage (14.2%).

Hispanic/Latino individuals are also overrepresented in this category (42.86% (3) vs. 34.2% of the population), suggesting that this group faces a higher likelihood of being arrested after receiving a warning compared to their population size.

<b>Search Conducted Motor Vehicle Stop</b>						
<b>Search Conducted</b>	<b>Black</b>	<b>American Indian</b>	<b>Asian</b>	<b>Caucasian</b>	<b>Hispanic</b>	<b>Total</b>
<b>No</b>	1,152	47	121	2,872	1,522	5,714
<b>Yes</b>	91	1	1	125	90	308
<b>Total</b>	1,243	48	122	2,997	1,612	6,022

Table 6. Live Oak Police Department 2024 Motor Vehicle Stop Search

<b>Reason for Search of Motor Vehicle Stop</b>						
	<b>Consent</b>	<b>Contraband in plain view</b>	<b>Incident to arrest</b>	<b>Inventory</b>	<b>Probable cause</b>	<b>Total</b>
<b>Black</b>	3	1	6	3	78	91
<b>American Indian</b>	0	0	0	0	1	1
<b>Asian</b>	1	0	0	0	0	1
<b>Caucasian</b>	12	7	7	9	91	126
<b>Hispanic</b>	11	2	8	7	61	89
<b>Total</b>	27	10	21	19	231	308
<b>%</b>	9%	3%	7%	6%	75%	100%

Table 7. Live Oak Police Department 2024 Purpose of Vehicle Search by Race

<b>Contraband Found from Motor Vehicle Stop Search</b>		
<b>Contraband</b>	<b>Amount</b>	<b>Percent</b>
<b>Alcohol</b>	25	9%
<b>Drugs</b>	211	75%
<b>Other</b>	30	11%
<b>Stolen Property</b>	5	2%
<b>Weapons</b>	11	4%
<b>Total</b>	<b>283</b>	<b>100%</b>

Table 8. Live Oak Police Department 2024 Contraband Found from Motor Vehicle Search

## **Summary of Findings**

Racial profiling remains a significant issue in law enforcement nationwide. However, this study, based on data from Live Oak, TX, does not indicate any racial bias in traffic stops, citations, warnings, or searches. The Live Oak Police Department's actions align with national trends, with contraband discovery rates consistent with other law enforcement agencies. The department's traffic stop practices appear to be focused on observed violations, not racial or ethnic profiling.

Further analysis highlights that 88% of traffic stops involve non-residents due to the city's location on major highways. Despite this, no racial bias was observed in post-stop outcomes, such as citations and warnings. Officers appear to be making objective decisions in the field, informed by observed violations rather than race or ethnicity.

While this report offers a comprehensive overview of the Live Oak Police Department's practices, it's important to note the limitations in race classification, particularly regarding Hispanic individuals, which may skew demographic comparisons.

Finally, the Live Oak Police Department's commitment to unbiased policing is supported by recognition from the Texas Police Chief's Association, a prestigious certification awarded to a select number of Texas law enforcement agencies.

### **Racial Profiling Complaints 2024**

Over the past year, the Live Oak Police Department has received no complaints related to bias-based or racial profiling. In fact, there have been no such complaints filed in the past seven years, demonstrating that our officers consistently conduct themselves professionally and enforce the law fairly and impartially.

Our department's policy clearly defines what constitutes racial profiling, providing officers with explicit guidelines that strictly prohibit any form of bias-based or racial profiling. We have also established a straightforward and accessible complaint process for individuals who believe they have been subjected to racial profiling. Our commitment to transparency includes ongoing efforts to educate the public about how to use this complaint process.

If an officer is found to have engaged in racial profiling following a thorough investigation, corrective action will be taken in accordance with our Racial Profiling Policy 3-20. Depending on the severity of the violation, an officer could face consequences ranging from a written reprimand to termination.

<b>Demographics of Live Oak Police Department</b>			
<b>Gender</b>	<b>Full Time</b>	<b>Part Time</b>	
Male	29	1	<b>84%</b>
Female	3	0	<b>16%</b>
<b>Race or Ethnicity</b>			
Black	1	1	<b>6%</b>
Caucasian	12	0	<b>38%</b>
Hispanic	17	0	<b>53%</b>
Asian or Pacific islander	1	0	<b>3%</b>
American Indian	0	0	<b>0%</b>

Table 9. Live Oak Police Department 2023 Demographics

## Methodology

The primary goal of this analysis is to provide quantitative data on police contacts and investigate potential racial profiling. To assess the general demographics of Live Oak, TX, we used data from City-Data. This website compiles a wide range of statistics by gathering information from various sources, including government agencies, public records, real estate listings, business directories, and user-generated content. City-Data primarily pulls its data from the U.S. Census Bureau's American Community Survey Estimates.

It is important to note that while census data is a valuable resource, it poses challenges when used in racial profiling analysis. Census data represents all residents within the city, regardless of whether they are part of the driving population. As such, it doesn't account for non-residents who may interact with law enforcement in Live Oak. This gap is significant, as a large number of traffic stops involve people who live outside the city's limits. This discrepancy makes it difficult to establish a precise comparison between the city's demographic data and traffic-related contacts.

The data for total traffic stops in 2024 was sourced from the Brazos system, which captures information from January 1, 2024, through December 31, 2024. Citations and warnings recorded in Brazos, along with ethnic data, were obtained from OpenFox, which connects law enforcement agencies to a shared information network.

Traffic count data was provided by Kalibrate TrafficMetrix®, which supplies 24-hour average daily traffic counts for highways and major roads across the U.S. Kalibrate gathers this data from a variety of sources, including city governments, engineering firms, highway and transportation departments, and their own field verifications.

### Intelligence Gaps

There are several intelligence gaps that could potentially impact the findings of this analysis. These gaps are important for understanding the limits of the available data:



**Geographical Demographic Data:** We lack detailed ethnic demographic data specific to different areas within Live Oak. This information would help us better understand the ethnic composition in specific parts of the city, which may vary due to factors like the local military population.

**Transiting Population:** There is no demographic data available for the transiting population, which represents a significant number of individuals traveling through Live Oak. This group's ethnicity and other characteristics are not recorded, making it impossible to directly compare them to motor vehicle stop data.

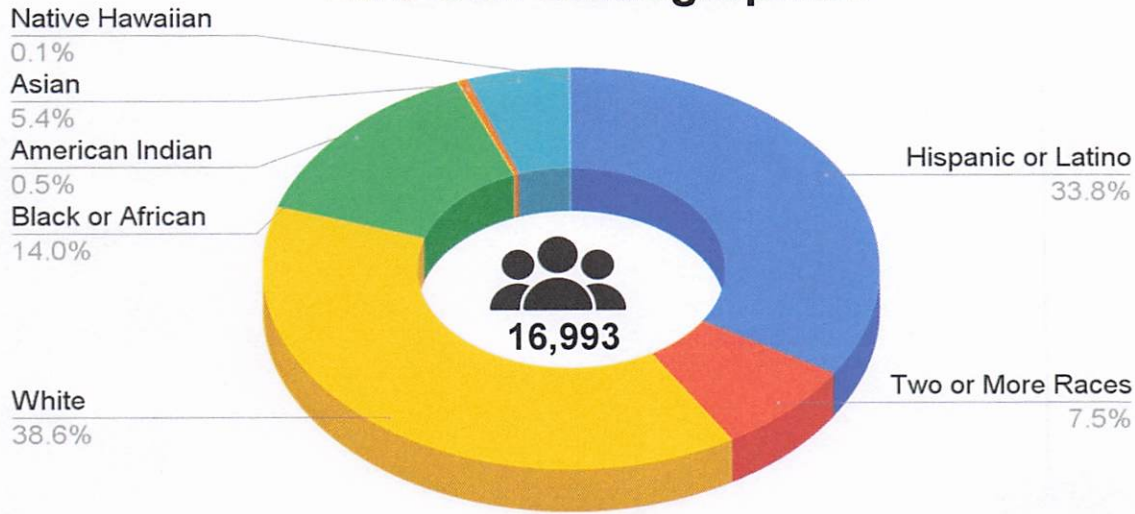
**Traffic Count Data:** The traffic count data we used is somewhat outdated, with residential traffic counts dating back to 2010. Since that time, Live Oak has experienced substantial growth in both population and business activity. As a result, the provided traffic counts are likely lower than current figures.



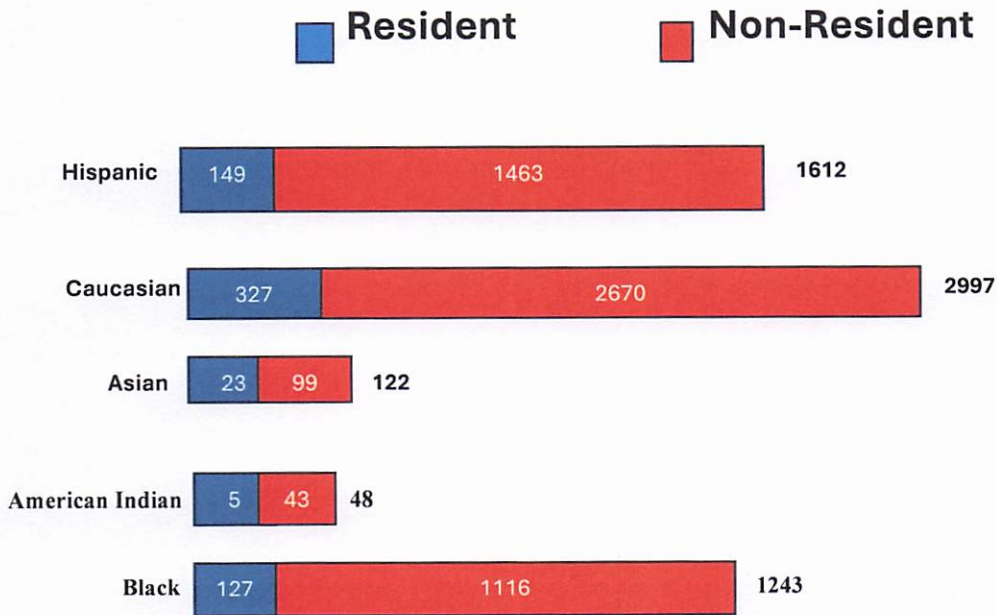
# Live Oak Police Department

## Racial Profiling Report

### Live Oak Demographics



### Live Oak Motor Vehicle Stops by Race and Resident Status



### Contraband Found from Motor Vehicle Stop Search

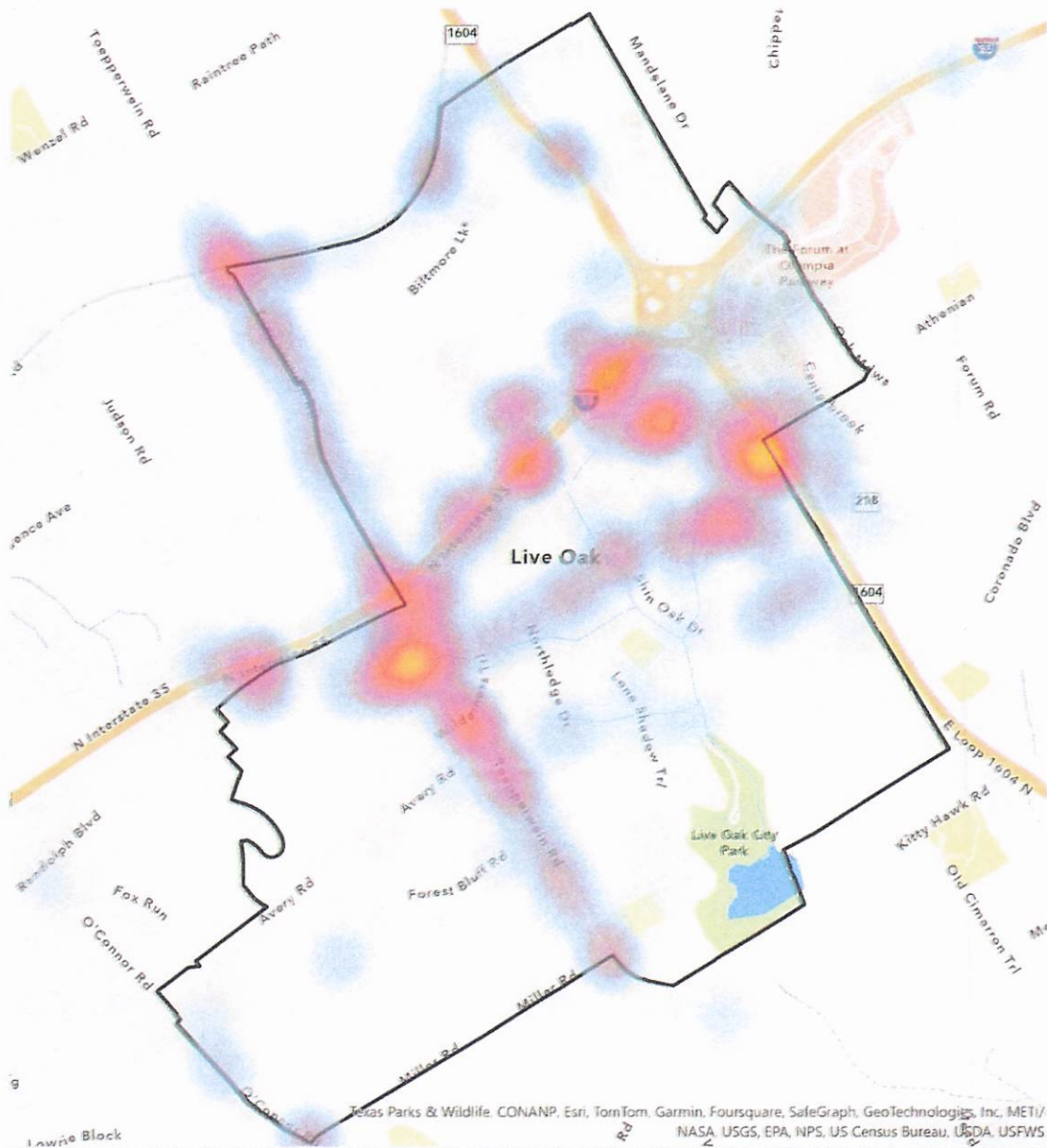




# Live Oak Police Department Racial Profiling Report



## Locations of Motor Vehicle Stops



Locations of Motor Vehicle Stops	
City street	4,378
Private Property or other	593
State Highway	793
US highway	312
<b>Total</b>	<b>6022</b>



**Meeting Date:** February 25, 2025

**Agenda item:** 6H

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

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

**Department:** Police Department

**Agenda Item Description:**

Discussion and possible action regarding a Resolution authorizing the City Manager to execute an Interlocal Agreement for a radio connectivity infrastructure project with Universal City.

**Staff Briefing:**

The Live Oak radio communications tower is equipped with outdated microwave equipment that requires an upgrade. The proposed project also includes an upgrade replacing outdated T-1 lines with fiber to enhance the reliability and efficiency of communication data flow. To maximize cost-effectiveness, the City of Universal City and the City of Live Oak have agreed to coordinate and share infrastructure equipment and subscription expenses. The interlocal agreement outlines the specific terms and responsibilities for cost-sharing between the two cities.

**Action:**

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

<b>Cost: 0.00</b>	
<b>Budgeted</b>	
<b>Actual</b>	
<b>Acct. Name</b>	
<b>Acct. Fund</b>	
<b>Other Funding</b>	
<b>Strategic Goal #</b>	

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

**Staff Recommended Motion:**

Motion to approve a Resolution by the City Council of the City of Live Oak, Texas authorizing the City Manager or the City Manager’s designee to execute an Interlocal Agreement for the radio connectivity infrastructure project; and authorizing any additional actions reasonably necessary therewith; and establishing an effective date.

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

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF LIVE OAK, TEXAS AUTHORIZING THE CITY MANAGER OR THE CITY MANAGER'S DESIGNEE TO EXECUTE AN INTERLOCAL AGREEMENT FOR THE RADIO CONNECTIVITY INFRASTRUCTURE PROJECT; AND AUTHORIZING ANY ADDITIONAL ACTIONS REASONABLY NECESSARY THEREWITH; AND ESTABLISHING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Live Oak wishes to enter into an Interlocal Agreement pursuant to Chapter 791 of the Texas Government Code for the Radio Connectivity Infrastructure Project with the City of Universal City, Texas; and

**WHEREAS**, the Parties have determined that system upgrades are needed to improve the interoperability of the radio system and redundancy coverage for the two cities are reasonable and necessary; and

**WHEREAS**, the Parties have agreed to this Agreement to provide a legal framework to share the costs associated with the system upgrade; and

**WHEREAS**, the City Council hereby finds that the Agreement is reasonable and necessary for the safety and welfare of the City and employees; and

**WHEREAS**, the City Council finds that the City Manager or his designee may enter into the agreement and take any additional actions reasonably necessary to ensure such amendment is executed.

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

Section 1. The City Council hereby approves and accepts the Interlocal Agreement for the Radio Connectivity Infrastructure as set out in **Exhibit "A"**.

Section 2. The City Manager, or his designee, is hereby authorized to execute the Interlocal Agreement for the Radio Connectivity Infrastructure Project, on behalf of the City, and such other documents and instruments reasonably necessary to conclude the transaction.

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.

Section 7. 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

**EXHIBIT A**

**“INTERLOCAL AGREEMENT FOR  
THE RADIO CONNECTIVITY INFRASTRUCTURE PROJECT”**

**INTERLOCAL AGREEMENT FOR THE RADIO CONNECTIVITY  
INFRASTRUCTURE PROJECT BETWEEN THE CITY OF LIVE OAK, TEXAS, AND  
THE CITY OF UNIVERSAL CITY, TEXAS**

THE STATE OF TEXAS     §  
  §     KNOW ALL MEN BY THESE PRESENTS:  
COUNTY OF BEXAR       §

This Interlocal Agreement For The Radio Connectivity Infrastructure Project Between The City Of Live Oak, Texas, and The City Of Universal City, Texas is entered into between the City of Live Oak, a Texas home rule municipality (“Live Oak”), and the City of Universal City, a Texas home rule municipality (“Universal City”), collectively referred to as the Parties, to modify certain rights and responsibilities of the Parties.

**WHEREAS**, the City of Live Oak and the City of Universal City need to upgrade the infrastructure related to radio connectivity to continue to communicate through the LCRA radio system effectively; and

**WHEREAS**, radio communication for the City of Live Oak and the City of Universal City is currently connected to the LCRA radio system through infrastructure owned and maintained by the City of Live Oak; and

**WHEREAS**, the City of Live Oak and the City of Universal City have determined that it is mutually beneficial for the parties to enter an interlocal agreement to support a cost-share approach to enhance the radio connectivity infrastructure; and

**WHEREAS**, pursuant to Chapter 791 of the Texas Government Code, Live Oak and Universal City wish to enter into an interlocal agreement for radio connectivity infrastructure in furtherance of the public welfare; and

**WHEREAS**, the interlocal agreement will delineate the cost share provisions for the one-time and recurring costs that will be evenly shared between both parties; and

**WHEREAS**, the City Councils of Live Oak and Universal City now mutually desire to enter into an interlocal agreement as hereinafter set forth.

**NOW, THEREFORE**, for good and valuable consideration, including the mutual agreements, covenants, and conditions set forth in this Interlocal Agreement, the adequacy and sufficiency of which is hereby acknowledged by the Parties, Live Oak and Universal City agree as follows:

1. The Recitals in this Agreement are incorporated for all purposes and are found by the respective City Councils to be true and correct. It is further found and determined that both governing bodies have authorized, approved, and duly adopted this Agreement.
2. Live Oak and Universal City mutually agree that the terms and provisions of this agreement becomes effective upon signing and shall continue in full force and effect until terminated



by either party with a 180-day written notice exercising their right to terminate this agreement.

**3. EQUIPMENT & CONNECTIVITY. COSTS FOR MPLS ROUTER AND INTERNET FIBER:**

A. MPLS Transport Router: LCRA will install an MPLS Transport Router at Live Oak Communications and provide a connection point from Universal City Communications to H5. This router costs \$33,150.00 and will be paid in equal shares of \$16,575 by the Parties to this agreement. It is to be maintained through cost-share by partnering agencies moving forward. The Parties agree to pay their equal share in compliance with this agreement upon receipt of a billing notice.

B. The first 5 years of dark fiber service – Astound Business Solutions will provide two lines of dark fiber service for both cities. The first line will run from 100 Taylor St, San Antonio, TX 78205; H5 to 8001 Shin Oak Dr; Live Oak Communications, and the second line will run from 8001 Shin Oak Dr; Live Oak Communications to 2150 Universal City Blvd; Universal City Communications. This is a set 60-month term of \$2,500 a month, cost share with each city paying \$1,250 a month. Per Astound Business Solutions, 36 months into the term it will renew at \$1,000 a month, cost share with each city paying \$500.00 a month.

4. Interlocal Cooperation. The Parties agree to cooperate with each other in good faith at all time during the term hereof in order to effectuate the purposes and intent of this Agreement. Any funds required to be paid by either party hereunder shall be from current funds.

5. Entire Agreement; Amendments. This Agreement contains the entire agreement between the Parties respecting its subject matter and supersedes all prior understandings and agreements between the Parties regarding these matters. This Agreement may not be modified, discharged, or changed in any respect whatsoever except by a further agreement in writing duly executed by authorized representatives of the Parties. Any amendment to this Agreement must be approved by the governing bodies of both parties pursuant to Tex. Gov't. Code Chapter 791. The recitals set forth above and the attached exhibits are incorporated herein.

6. Interpretation. The Parties acknowledge and confirm that this Agreement has been entered into pursuant to the authority granted under the Interlocal Cooperation Act. All its terms and provisions shall be construed and interpreted consistently with the Act and applicable law.

7. Jurisdiction. This Agreement shall not be deemed to extend or increase the jurisdiction or authority of either of the entities except as necessary to implement and give effect to the activities governed by this Agreement. Nothing in this Agreement shall be deemed to be applicable to, or an attempt to limit or restrict, the legal rights, authority or jurisdiction of any other governmental entity.

8. Governmental Immunity. Nothing in this Agreement shall be deemed to waive, modify, or amend any legal defense available at law or in equity to either of the Parties nor to create any legal rights or claims on behalf of any third party. Neither City waives, modifies, or alters to any extent whatsoever the availability of the defense of governmental immunity under the laws of the State of Texas.

9. Liability. To the extent allowed by Texas law, the Parties agree that each entity is responsible for its own proportionate share of any liability for its negligent acts or omissions.

A. Claims Notification. If a Party receives notice or becomes aware of any claim or other action, including proceedings before an administrative agency, which is made or brought by any person, firm, corporation, or other entity against the Party in relation to this Agreement, the Party receiving such notice must give written notice to the other Party of the claim or other action within three working days after being notified of it or the threat of it; the name and address of the person, firm, corporation or other entity that made or threatened to make a claim or that instituted or threatened to institute any type of action or proceeding; the basis of the claim, action, or proceeding; the court or administrative tribunal, if any, where the claim, action, or proceeding was instituted; and the name or names of any person against whom this claim is being made or threatened. This written notice must be given in the manner provided in Section 2.10 of this Agreement. Except as otherwise directed, the notifying Party must furnish to the other Party copies of all pertinent papers received by that Party with respect to these claims or actions.

10. No Third-Party Beneficiary. This Agreement is not intended to and shall not be construed to create any rights or remedies in any person or legal entity that is not a Party to it and the Parties are not waiving any defense or immunity to which they are entitled against any person or legal entity that is not a party to this Agreement.

11. Termination and Amendment. This Agreement may not be terminated or amended except in writing executed by both Cities and authorized by their respective governing bodies.

12. Force Majeure. In the event that the performance by either Party of any of its obligations or undertakings hereunder shall be interrupted or delayed by any occurrence not occasioned by its own conduct, whether such occurrence be an act of God, or the common enemy, or the result of war, riot, civil commotion, sovereign conduct, pandemic, natural or man-made disaster, or the act or conduct of any person or persons not a party or privy hereto, then it shall be excused from such performance for such period of time as is reasonably necessary after such occurrence to remedy the effects hereto.

13. Notice. Any notice given hereunder by either party to the other shall be in writing and may be effected by personal delivery in writing or by registered or certified mail, return receipt requested when mailed to the proper party, at the following addresses:

CITY OF LIVE OAK:

Anas Garfaoui, City Manager (or designee)  
8001 Shin Oak  
Live Oak, Texas 78233

WITH COPY TO:

City Attorney  
Denton Navarro Rodriguez Bernal Santee & Zech, P.C.  
2517 Main Avenue  
San Antonio, Texas 78212-4685

CITY OF UNIVERSAL CITY:  
Kim Turner, City Manager (or designee)  
2150 Universal City Blvd  
Universal City, Texas 78148

14. Severability. In the event any provision of this Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof, but rather this entire Agreement will be construed as if not containing the particular invalid or unenforceable provision or provisions, and the rights and obligations of the Parties hereto shall be construed and enforced in accordance therewith. The Parties hereto acknowledge that if any provision of this Agreement is determined to be invalid or unenforceable, it is their desire and intention that such provision be reformed and construed in such a manner that it will, to the maximum extent practicable, be deemed to be validated and enforceable.
15. Execution in Counterparts. This Agreement may be simultaneously executed in several counterparts, each of which shall be an original and all of which shall be considered fully executed when all parties have executed an identical counterpart, notwithstanding that all signatures may not appear on the same counterpart.

**IN WITNESS WHEREOF**, the authorized representatives of Live Oak and Universal City have executed this Interlocal Agreement, as authorized by the City Councils of Live Oak and Universal City, on the date(s) indicated below.

**CONNECTED SITE**  
**CITY OF LIVE OAK, TEXAS**

**CONNECTED SITE**  
**CITY OF UNIVERSAL CITY, TEXAS**

**BY:** \_\_\_\_\_  
**CITY MANAGER or DESIGNEE**

**BY:** \_\_\_\_\_  
**CITY MANAGER or DESIGNEE**

**DATE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_