



CITY OF ATASCADERO CITY COUNCIL AGENDA

MEETING INFORMATION:

The City Council meeting will be held in the City Council Chambers and in-person attendance will be available at that location.

HOW TO OBSERVE THE MEETING REMOTELY:

To observe remotely, residents can livestream the meeting on [Zoom](#), SLO-SPAN.org, and listen live on KPRL Radio 1230AM and 99.3FM. The video recording of the meeting will be available through the City's website and on the City's YouTube Channel. To observe remotely using the Zoom platform please visit:

https://us02web.zoom.us/webinar/register/WN_ZwJ7a031S3KXauEym9ehaA

HOW TO SUBMIT PUBLIC COMMENT:

Public comment may be provided in-person.

Written public comments are accepted at cityclerk@atascadero.org. **Comments should identify the Agenda Item Number in the subject line of the email.** Such comments will be forwarded to the City Council and made a part of the administrative record. ***To ensure distribution to the City Council before consideration of an item, please submit comments not later than 12:00 p.m. the day of the meeting.*** All correspondence will be distributed to the City Council, posted on the City's website, and be made part of the official public record of the meeting. ***Please note, comments will not be read into the record.*** Please be aware that communications sent to the City Council are public records and are subject to disclosure pursuant to the California Public Records Act and Brown Act unless exempt from disclosure under applicable law. Communications will not be edited for redactions and will be printed/posted as submitted.

AMERICANS WITH DISABILITIES ACT ACCOMMODATIONS:

Any member of the public who needs accommodations should contact the City Clerk's Office at cityclerk@atascadero.org or by calling 805-470-3400 at least 48 hours prior to the meeting or time when services are needed. The City will use their best efforts to provide reasonable accommodations to afford as much accessibility as possible while also maintaining public safety in accordance with the City procedure for resolving reasonable accommodation requests.

DISCLOSURE OF CAMPAIGN CONTRIBUTIONS:

California Government Code section 84308 ("Levine Act") requires a party to or participant in a proceeding involving a license, permit, or other entitlement, including all contracts other than competitively bid, labor, or personal employment contracts, to disclose any contribution of more than \$500 that the party or participant (or their agent) has made to a member of the City Council within the prior 12 months. The City Council Member(s) who receive such a contribution are disqualified and not able to participate in the proceedings and are also required to disclose that fact for the official record of the subject proceedings. Disclosures must include the amount of the campaign contribution and identify the recipient City Council Member and may be made either in writing to the City Clerk before the agenda item or by verbal disclosure during consideration. The Levine Act also prohibits, during the proceeding and for 12 months following a final decision, a party to or participant in (or their agent) a proceeding involving a license, permit, or other entitlement, including all contracts other than competitively bid, labor, or personal employment contracts, from making a contribution of more than \$500 to any member of the City Council or anyone running for City Council.

City Council agendas and minutes may be viewed on the City's website:

www.atascadero.org/agendas

Copies of the staff reports or other documentation relating to each item of business referred to on the Agenda are on file in the office of the City Clerk and are available for public inspection on our website, www.atascadero.org. Contracts, Resolutions and Ordinances will be allocated a number once they are approved by the City Council. The Minutes of this meeting will reflect these numbers. All documents submitted by the public during Council meetings that are made a part of the record or referred to in their statement will be noted in the Minutes and available for review by contacting the City Clerk's office. All documents will be available for public inspection by appointment during City Hall business hours.



CITY OF ATASCADERO

CITY COUNCIL

AGENDA

Tuesday, June 24, 2025, 6:00 p.m.
City Hall Council Chambers, Fourth Floor
6500 Palma Avenue, Atascadero, California

Pages

A. REGULAR SESSION - CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

Council Member Funk

C. ROLL CALL

Mayor Bourbeau

Mayor Pro Tem Dariz

Council Member Funk

Council Member Newsom

Council Member Peek

D. CONSENT CALENDAR

(All items on the consent calendar are considered routine and non-controversial by City staff and will be acted upon by a single action of the City Council unless otherwise requested by an individual Council Member for separate consideration. Public comment on Consent Calendar items will be invited prior to action on the Calendar.)

1. **City Council Draft Minutes - June 10, 2025 Closed Session and Regular Meeting** 5
Recommendation: Council approve the June 10, 2025, City Council Closed Session and Regular Meeting minutes. [City Clerk]
2. **May 2025 Accounts Payable and Payroll** 16
Fiscal Impact: Total expenditures for all funds is \$5,587,842.40
Recommendation: Council approve certified City accounts payable, payroll and payroll vendor checks for May 2025 [Administrative Services]
3. **Reclassification of Existing Positions** 29
Fiscal Impact: The reclassification of these positions have an estimated cost of \$47,000.00. These changes have been included in the 2025-2027 Budget.
Recommendation: Council:
 1. Authorize the City Manager to reclass the position of Deputy City Manager to Assistant City Manager, Lead Maintenance Worker (Parks) to Maintenance Supervisor (Parks), Lead Maintenance Worker (Streets) to Maintenance Supervisor (Streets) and Wastewater Plant Operator II to Wastewater Treatment Plant Lead Operator.
 2. Amend the fiscal year 2025-2026 and 2026-2027 monthly salary

schedules to add new positions as shown on the staff report.

3. Adopt Draft Resolution for Non-Represented Professional and Management Workers and Confidential Employees; and
4. Authorize the City Manager to execute a Side Letter with the Local 620 Service Employees International Union (SEIU) for the existing Memorandum of Understanding (MOU), dated July 1, 2024, through June 30, 2027; and
5. Authorize the City Manager to approve the Employment Agreement for Lara Christensen to serve as Assistant City Manager. [Human Resources]

4. Adoption of the 2025 Fire Hazard Severity Zone Map

58

Fiscal Impact: None

Recommendation: Council adopt on second reading, by title only, a Draft Ordinance adopting the State Fire Marshal's 2025 Local Responsibility Area Fire Hazard Severity Zone Map. [Fire and Emergency Services]

E. UPDATES FROM THE CITY MANAGER

(The City Manager will give an oral report on any current issues of concern to the City Council.)

F. COMMUNITY FORUM

(This portion of the meeting is reserved for persons wanting to address the Council on any matter not on this agenda and over which the Council has jurisdiction. Speakers are limited to three minutes. Please state your name for the record before making your presentation. Comments made during Community Forum will not be a subject of discussion. A maximum of 30 minutes will be allowed for Community Forum, unless changed by the Council. Any members of the public who have questions or need information may contact the City Clerk's Office, between the hours of 8:30 a.m. and 5:00 p.m. at (805) 470-3400, or cityclerk@atascadero.org.)

G. PUBLIC HEARINGS

1. Adopting Sewer Service Charges to be Added to the 2025-2026 Property Tax Rolls

64

Fiscal Impact: The City estimates it will collect approximately \$5,745,280 in sewer service charges for Fiscal Year 2025-26 if Council adopts the Draft Resolution.

Recommendation: Council:

1. Conduct a public hearing to receive verbal testimony regarding the proposed sewer service charges to be levied onto property tax rolls.
2. Adopt Draft Resolution approving sewer service charges to be added to the 2025-2026 property tax rolls. [Public Works]

H. MANAGEMENT REPORTS

1. 2024 Risk Management Update

115

Fiscal Impact: None

Recommendation: Council receive and file the 2023-24 Risk Management update.

2. Introduction of Draft Ordinance Amending Title 2, Chapter 14 of the Atascadero Municipal Code to add Section 2-14.03 to Allow for Electronic and Paperless Filing of FPPC Campaign Disclosure Statements and

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Statements of Economic Interest

Fiscal Impact: The annual subscription cost for the NetFile electronic filing system is \$4,500 (guaranteed for five years) and is incorporated into the City Clerk's existing budget. The system also provides cost savings through reduced staff time for processing and managing filings.

Recommendation: Council introduce for first reading, by title only, a Draft Ordinance amending the Atascadero Municipal Code Title 2 (Administration) Chapter 14 (Elections) to add Section 2-14.03 "Electronic Filing of Campaign Disclosure Statements and Statements of Economic Interest" to allow for the implementation of electronic/paperless filing of several types of Fair Political Practices Commission (FPPC) forms, including Forms 460, 470, 496, 497, and 700. [City Clerk]

3. Update on Zoo's Rebranding Process and Next Steps

125

Fiscal Impact: Preparation for the rebranding process is part of both the Zoo's budget and the City's Marketing budget collectively and will result in an estimated expenditure of \$45,000.

Recommendation: Council receive an oral report on the Zoo's Rebranding Initiative update and next steps. [Community Services and Promotions]

I. COUNCIL ANNOUNCEMENTS AND COMMITTEE REPORTS

(On their own initiative, Council Members may make a brief announcement or a brief report on their own activities. The following represent standing committees. Informative status reports will be given, as felt necessary):

Mayor Bourbeau

1. City Selection Committee
2. County Mayor's Round Table
3. Integrated Waste Management Authority (IWMA)
4. Central Coast Community Energy (3CE)

Mayor Pro Tem Dariz

1. Air Pollution Control District
2. California Joint Powers Insurance Authority (CJPIA) Board
3. Community Action Partnership of San Luis Obispo (CAPSLO)
4. Visit SLO CAL Advisory Committee

Council Member Funk

1. Atascadero Basin Ground Water Sustainability Agency (GSA)
2. Design Review Committee
3. Homeless Services Oversight Council
4. REACH SLO Advisory Commission

Council Member Newsom

1. City of Atascadero Finance Committee
2. City / Schools Committee
3. League of California Cities – Council Liaison
4. SLO Council of Governments (SLOCOG)
5. SLO Regional Transit Authority (RTA)

Council Member Peek

1. City of Atascadero Finance Committee

2. City/Schools Committee
3. Design Review Committee
4. SLO County Water Resources Advisory Committee (WRAC)

J. INDIVIDUAL DETERMINATION AND / OR ACTION:

(Council Members may ask a question for clarification, make a referral to staff or take action to have staff place a matter of business on a future agenda. The Council may take action on items listed on the Agenda.)

1. City Council
2. City Clerk
3. City Treasurer
4. City Attorney
5. City Manager

K. ADJOURNMENT



CITY OF ATASCADERO CITY COUNCIL DRAFT MINUTES

**June 10, 2025, 5:00 p.m.
June 10, 2025, 6:00 p.m.
City Hall Council Chambers, Fourth Floor
6500 Palma Avenue, Atascadero, California**

CALL TO ORDER:

Mayor Bourbeau called the meeting to order at 5:01 p.m.

ROLL CALL:

Present: Council Members Funk, Newsom, Peek, Mayor Pro Tem Dariz, and Mayor Bourbeau
Absent: None
Staff Present: City Manager James R. Lewis, Deputy City Manager/City Clerk Lara Christensen, City Attorney Dave Fleishman, Police Chief Dan Suttles

A. CLOSED SESSION

1. CLOSED SESSION - PUBLIC COMMENT

Mayor Bourbeau opened the Public Comment period.

The following persons spoke on this item: None

Mayor Bourbeau closed the Public Comment period.

2. COUNCIL LEAVES CHAMBERS TO BEGIN CLOSED SESSION

3. CLOSED SESSION - CALL TO ORDER

a. Potential/anticipated threats to public services or facilities - Government Code Sec. 54957(a).

4. CLOSED SESSION – ADJOURNMENT 5:57 p.m.

5. COUNCIL RETURNS

6. CLOSED SESSION REPORT

City Attorney Fleishman reported that there was no reportable action from Closed Session.

B. REGULAR SESSION – RECONVENE

Mayor Bourbeau reconvened the meeting at 6:01 p.m. with all Council Members present.

C. PLEDGE OF ALLEGIANCE

Mayor Pro Tem Dariz led the Pledge of Allegiance.

D. ROLL CALL

Mayor Bourbeau noted that roll call was conducted prior to Closed Session.

Present: Council Members Funk, Newsom, Peek, Mayor Pro Tem Dariz, and Mayor Bourbeau

Absent: None

Staff Present: City Manager James R. Lewis, Deputy City Manager/City Clerk Lara Christensen, Administrative Services Director/City Treasurer Jeri Rangel, City Attorney Dave Fleishman, Community Services and Promotions Director Terrie Banish, Community Development Director Phil Dunsmore, Fire Chief Casey Bryson, Police Chief Dan Suttles, Public Works Director Nick DeBar, Deputy City Manager – IT Luke Knight, Deputy Director of Economic and Community Development Loreli Cappel, and Battalion Chief Dave Van Son

E. CONSENT CALENDAR

1. **City Council Draft - Minutes - May 27, 2025, Regular Meeting**
Recommendation: Council approve the May 27, 2025, City Council Regular Meeting Minutes [City Clerk]
2. **Authorizing Temporary Road Closures for 2025 Hot El Camino Cruise Nite and Colony Days Parade Routes**
Recommendation: Council:
 1. Adopt Draft Resolution A, authorizing temporary road closures and restrictions on August 15, 2025, for the Hot El Camino Cruise Nite.
 2. Adopt Draft Resolution B, authorizing temporary road closures and restrictions on October 4, 2025, for the Colony Days Parade.Fiscal Impact: Cruise Nite incurs no net fiscal impact. [Public Works]
3. **Adopting a List of Projects for Fiscal Year 2025-2026 Funded by SB 1: The Road Repair and Accountability Act of 2017**

Recommendation: Council adopt Draft Resolution, adopting a list of projects to be funded with Road Maintenance and Rehabilitation Account revenues from SB 1 (The Road Repair and Accountability Act of 2017) for Fiscal Year 2025-2026.

Fiscal Impact: Approval of the Draft Resolution adopting the list of projects for SB 1 funding will allow the City to receive an estimated \$834,170 in Fiscal Year 2025-2026 SB 1 funding. [Public Works]

4. Notice of Intent to Annex the Dove Creek Mixed-Use Project into CFD 2005-01

Recommendation: Council adopt Draft Resolution, declaring its intention to annex territory into Community Facilities District 2005-1 (Public Services) as Annexation No. 26 and to authorize the levy of special taxes therein (Dove Creek Mixed).

Fiscal Impact: Assessments for this annexation are estimated to be \$59,979.38 annually, adjusted each year for inflation. [Community Development]

PUBLIC COMMENT:

Mayor Bourbeau opened the Public Comment period.

The following persons spoke on this item: None

Mayor Bourbeau closed the Public Comment period.

MOTION BY: Funk

SECOND BY: Peek

1. Approve Consent Calendar (#E2: Resolution No. 2025-029 and 2025-030) (#E3: Resolution No. 2025-031) (#E4: Resolution No. 2025-032)

AYES (5): Newsom, Funk, Peek, Dariz and Bourbeau

Passed 5-0

F. UPDATES FROM THE CITY MANAGER:

City Manager Lewis gave an update on projects and issues within the City.

G. COMMUNITY FORUM

The following persons spoke: Geoff Auslen and unknown citizen

H. PUBLIC HEARINGS

1. Proposition 218 Majority Protest Process Relative to Proposed Increase to Wastewater (Sewer) Rates

Recommendation:

Council:

1. Conduct a public hearing to receive all written and verbal testimony

regarding the proposed wastewater (sewer) rates and consider the results of protest proceedings in accordance with Proposition 218; and
2. Adopt one of the following resolutions certifying the protest results:
a. For a non-majority protest – Draft Resolution A, certifying that the number of valid written protests were not received from property owners representing a majority of the parcels subject to the proposed rate increase.

OR

b. For a majority protest – Draft Resolution B, certifying that the number of valid written protests were received from property owners representing a majority of the parcels subject to the proposed rate increase.
3. If no majority protest exists, adopt Draft Resolution C, approving proposed wastewater rates effective July 10, 2025.

Fiscal Impact: If the number of valid written protests were not received from property owners representing a majority of the parcels subject to the proposed rate, the City Council may adopt Draft Resolution A and C. Doing so will result in an estimated \$895,000 in additional revenue from sewer service charges collected in FY25/26. [Public Works]

Ex Parte Communications: None

Public Works Director DeBar presented this item and answered questions from the Council

Mayor Bourbeau opened the Public Comment period.

The following persons spoke on this item: Robert Chatfield

Mayor Bourbeau closed the Public Comment period.

City Clerk Christensen confirmed she had tabulated the results, and no majority protest existed.

MOTION BY: Funk

SECOND BY: Dariz

1. **Adopt Resolution No. 2025-033, certifying that the number of valid written protests were not received from property owners representing a majority of the parcels subject to the proposed rate increase.**

AYES (5): Newsom, Funk, Peek, Dariz and Bourbeau

Passed 5-0

MOTION BY: Funk

SECOND BY: Dariz

1. Adopt Resolution No. 2025-034, approving proposed wastewater rates effective July 10, 2025.

AYES (5): Newsom, Funk, Peek, Dariz and Bourbeau

Passed 5-0

2. Downtown Parking and Business Improvement Area (DPBIA) Assessment Confirmation of Annual Assessment for Fiscal Year 2025-2026

Recommendation: Council adopt Draft Resolution, confirming the annual assessment for the Downtown Parking and Business Improvement Area (DPBIA) for Fiscal Year 2025-2026.

Fiscal Impact: Adopting the staff recommendation will result in the collection of approximately \$14,500 and expenditure of \$14,500 in budgeted DPBIA funds. [Community Development]

Deputy Director of Economic and Community Development Cappel presented this item and answered questions from the Council.

Mayor Bourbeau opened the Public Comment period.

The following persons spoke on this item: None

Mayor Bourbeau closed the Public Comment period.

MOTION BY: Funk
SECOND BY: Newsom

1. Adopt Resolution No. 2025-035, confirming the annual assessment for the Downtown Parking and Business Improvement Area (DPBIA) for Fiscal Year 2025-2026.

AYES (5): Newsom, Funk, Peek, Dariz and Bourbeau

Passed 5-0

3. Atascadero Tourism Business Improvement District (ATBID) Confirmation of Annual Assessment (FY 2025-2026)

Recommendation: Council adopt Draft Resolution, confirming the annual Business Improvement District assessment on lodging businesses within the Atascadero Tourism Business Improvement District (Fiscal Year 2025-2026).

Fiscal Impact: Annual assessments are expected to be approximately \$510,800 and expenditure are budgeted at \$503,680 for fiscal year 2025-2026. [Community Services and Promotions]

Community Services and Promotions Director Banish presented this item and answered questions from the Council.

Mayor Bourbeau opened the Public Comment period.

The following persons spoke on this item: None

Mayor Bourbeau closed the Public Comment period.

MOTION BY: Funk

SECOND BY: Peek

- 1. Adopt Resolution No. 2025-036, confirming the annual Business Improvement District assessment on lodging businesses within the Atascadero Tourism Business Improvement District (Fiscal Year 2025-2026).**

AYES (5): Newsom, Funk, Peek, Dariz and Bourbeau

Passed 5-0

4. Apple Valley Assessment Districts

Recommendation: Council:

1. Adopt Draft Resolution A, approving the final Engineer's Report regarding the Street and Storm Drain Maintenance District No. 01 (Apple Valley), and the levy and collection of annual assessments related thereto for fiscal year 2025/2026.

2. Adopt Draft Resolution B, ordering the levy and collection of assessments for fiscal year 2025/2026 for Street and Storm Drain Maintenance District No. 01 (Apple Valley).

3. Adopt Draft Resolution C, approving the final Engineer's Report regarding the Landscaping and Lighting District No. 01 (Apple Valley), and the levy and collection of annual assessments related thereto in fiscal year 2025/2026.

4. Adopt Draft Resolution D, ordering the levy and collection of assessments for fiscal year 2025/2026 for Landscaping and Lighting District No. 01 (Apple Valley).

Fiscal Impact: Annual assessments for 2025/2026 will total \$38,500 for road/drainage system maintenance and \$63,000 for landscape and lighting maintenance. These amounts will be assessed to the owners of parcels in Apple Valley. Contributions of \$10,750 for half the cost of the park will be made from the City's General Fund, \$6,770 of which will be from contributions made by the developer. [Administrative Services]

Administrative Services Director Rangel presented this item and answered questions from the Council.

Mayor Bourbeau opened the Public Comment period.

The following persons spoke on this item: None

Mayor Bourbeau closed the Public Comment period.

MOTION BY: Funk
SECOND BY: Peek

1. Adopt Resolution No. 2025-037, approving the final Engineer's Report regarding the Street and Storm Drain Maintenance District No. 01 (Apple Valley), and the levy and collection of annual assessments related thereto for fiscal year 2025/2026.
2. Adopt Draft Resolution B, ordering the levy and collection of assessments for fiscal year 2025/2026 for Street and Storm Drain Maintenance District No. 01 (Apple Valley). (Resolution No. 2025-038)
3. Adopt Draft Resolution C, approving the final Engineer's Report regarding the Landscaping and Lighting District No. 01 (Apple Valley), and the levy and collection of annual assessments related thereto in fiscal year 2025/2026. (Resolution No. 2025-039)
4. Adopt Draft Resolution D, ordering the levy and collection of assessments for fiscal year 2025/2026 for Landscaping and Lighting District No. 01 (Apple Valley). (Resolution No. 2025-040)

AYES (5): Newsom, Funk, Peek, Dariz and Bourbeau

Passed 5-0

5. De Anza Estates Assessment Districts

Recommendation: Council:

1. Adopt Draft Resolution A, approving the final Engineer's Report regarding the Street and Storm Drain Maintenance District No. 03 (De Anza Estates), and the levy and collection of annual assessments related thereto for fiscal year 2025/2026.
2. Adopt Draft Resolution B, ordering the levy and collection of assessments for fiscal year 2025/2026 for Street and Storm Drain Maintenance District No. 03 (De Anza Estates).
3. Adopt Draft Resolution C, approving the final Engineer's Report regarding the Landscaping and Lighting District No. 03 (De Anza Estates), and the levy and collection of annual assessments related thereto in fiscal year 2025/2026.
4. Adopt Draft Resolution D, ordering the levy and collection of assessments for fiscal year 2025/2026 for Landscaping and Lighting District No. 03 (De Anza Estates).

Fiscal Impact: Annual assessments for 2025/2026 will total \$30,562 for road/drainage system maintenance and \$17,463 for landscape and lighting maintenance. These amounts will be assessed to the owners of parcels in De Anza Estates. The City General Fund will contribute \$1,400 for the fiscal year 2025/2026 for half of the maintenance costs of the trails and open space. [Administrative Services]

Administrative Services Director Rangel presented this item and answered questions from the Council.

Mayor Bourbeau opened the Public Comment period.

The following persons spoke on this item: None

Mayor Bourbeau closed the Public Comment period.

MOTION BY: Funk

SECOND BY: Dariz

1. Adopt Resolution No. 2025-041, approving the final Engineer's Report regarding the Street and Storm Drain Maintenance District No. 03 (De Anza Estates), and the levy and collection of annual assessments related thereto for fiscal year 2025/2026.
2. Adopt Resolution No. 2025-042, ordering the levy and collection of assessments for fiscal year 2025/2026 for Street and Storm Drain Maintenance District No. 03 (De Anza Estates).
3. Adopt Resolution No. 2025-043, approving the final Engineer's Report regarding the Landscaping and Lighting District No. 03 (De Anza Estates), and the levy and collection of annual assessments related thereto in fiscal year 2025/2026.
4. Adopt Resolution No. 2025-044, ordering the levy and collection of assessments for fiscal year 2025/2026 for Landscaping and Lighting District No. 03 (De Anza Estates).

AYES (5): Newsom, Funk, Peek, Dariz and Bourbeau

Passed 5-0

6. Las Lomas (Woodridge) Assessment Districts

Recommendation: Council:

1. Adopt Draft Resolution A, approving the final Engineer's Report regarding the Street and Storm Drain Maintenance District No. 02 (Las Lomas [Woodridge]), and the levy and collection of annual assessments related thereto for Fiscal Year 2025/2026.
2. Adopt Draft Resolution B, ordering the levy and collection of assessments for Fiscal Year 2025/2026 for Street and Storm Drain Maintenance District No. 02 (Las Lomas [Woodridge]).
3. Adopt Draft Resolution C, approving the final Engineer's Report regarding the Landscaping and Lighting District No. 02 (Las Lomas [Woodridge]), and the levy and collection of annual assessments related thereto in Fiscal Year 2025/2026.

4. Adopt Draft Resolution D, ordering the levy and collection of assessments for Fiscal Year 2025/2026 for Landscaping and Lighting District No. 02 (Las Lomas [Woodridge]).

Fiscal Impact: Annual assessments for 2025/2026 will total \$104,287 for road/drainage system maintenance and \$78,100 for landscape and lighting maintenance. These amounts will be assessed to the owners of parcels in Las Lomas (Woodridge). The City General Fund will contribute \$1,830 for the fiscal year 2025/2026 for 25% of the maintenance costs of the trails and open space. [Administrative Services]

Administrative Services Director Rangel presented this item and answered questions from the Council.

Mayor Bourbeau opened the Public Comment period.

The following persons spoke on this item: None

Mayor Bourbeau closed the Public Comment period.

MOTION BY: Funk
SECOND BY: Dariz

1. Adopt Resolution No. 2025-045, approving the final Engineer's Report regarding the Street and Storm Drain Maintenance District No. 02 (Las Lomas [Woodridge]), and the levy and collection of annual assessments related thereto for Fiscal Year 2025/2026.
2. Adopt Resolution No. 2025-046, ordering the levy and collection of assessments for Fiscal Year 2025/2026 for Street and Storm Drain Maintenance District No. 02 (Las Lomas [Woodridge]).
3. Adopt Resolution No. 2025-047, approving the final Engineer's Report regarding the Landscaping and Lighting District No. 02 (Las Lomas [Woodridge]), and the levy and collection of annual assessments related thereto in Fiscal Year 2025/2026.
4. Adopt Resolution No. 2025-048, ordering the levy and collection of assessments for Fiscal Year 2025/2026 for Landscaping and Lighting District No. 02 (Las Lomas [Woodridge]).

AYES (5): Newsom, Funk, Peek, Dariz and Bourbeau

Passed 5-0

I. MANAGEMENT REPORTS

1. 2025-2027 Operating and Capital Budget

Atascadero City Council

June 10, 2025

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Recommendation: Council:

1. Adopt Draft Resolution adopting the budgets for the 2025-2026 and 2026-2027 fiscal years and delegating to the City Manager the authority to implement same.
2. Adopt Draft Resolution amending fiscal year 2024-2025 budget.
3. Adopt Draft Resolution adopting the fiscal year 2025-2026 annual spending limit.
4. Adopt Draft Resolution reaffirming the necessity of Development Impact Fees.

Fiscal Impact: The total revenues for all funds are budgeted at \$69,295,860 and \$77,667,500 for fiscal years 2025-2026 and 2026-2027, respectively. Total expenditures for all funds are budgeted at \$71,831,300 and \$78,972,580 for fiscal years 2025-2026 and 2026-2027, respectively. [Administrative Services]

Administrative Services Director Rangel and City Manager Lewis presented this item and answered questions from the Council.

Mayor Bourbeau opened the Public Comment period.

The following persons spoke on this item: Geoff Auslen

Mayor Bourbeau closed the Public Comment period.

MOTION BY: Funk
SECOND BY: Newsom

1. Adopt Resolution No. 2025-049 adopting the budgets for the 2025-2026 and 2026-2027 fiscal years and delegating to the City Manager the authority to implement same.
2. Adopt Resolution No. 2025-050 amending fiscal year 2024-2025 budget.
3. Adopt Resolution No. 2025-051 adopting the fiscal year 2025-2026 annual spending limit.
4. Adopt Resolution No. 2025-052 reaffirming the necessity of Development Impact Fees.

AYES (5): Newsom, Funk, Peek, Dariz and Bourbeau

Passed 5-0

J. COUNCIL ANNOUNCEMENTS AND COMMITTEE REPORTS:

The following Council Members gave brief update reports on their committees since the last Council meeting

Mayor Bourbeau

1. Integrated Waste Management Authority (IWMA)
2. SLO Council of Governments (SLOCOG)
3. SLO Regional Transit Authority (RTA)

Mayor Pro Tem Dariz

1. Visit SLO CAL Advisory Committee

Council Member Funk

1. Homeless Services Oversight Council

Council Member Newsom

1. League of California Cities – Council Liaison

K. INDIVIDUAL DETERMINATION AND / OR ACTION: None

L. ADJOURNMENT:

Mayor Bourbeau adjourned the meeting at 7:47 p.m.

Alyssa Slater
Deputy City Clerk

APPROVED:



CITY OF ATASCADERO

CITY COUNCIL STAFF REPORT

D2

Department: Administrative
Services

Date: 6/24/25

Placement: Consent

TO: JAMES R. LEWIS, CITY MANAGER

FROM: JERI RANGEL, DIRECTOR OF ADMINISTRATIVE SERVICES

PREPARED BY: ADRIANA ANGÜIS, ACCOUNTING SPECIALIST

SUBJECT: May 2025 Accounts Payable and Payroll

RECOMMENDATION:

Council approve certified City accounts payable, payroll and payroll vendor checks for May 2025.

DISCUSSION:

Attached for City Council review and approval are the following:

PAYROLL

Dated	5/8/25	Checks # 36309-36315	\$	2,002.90
		Direct Deposits		415,461.02
Dated	5/22/25	Checks # 36316-36323		3,569.75
		Direct Deposits		406,553.24

ACCOUNTS PAYABLE

Dated 5/1/25-5/31/25	Checks # 181585 - 181999 & EFTs 5581-5613	4,760,255.49
	TOTAL AMOUNT	\$ 5,587,842.40

FISCAL IMPACT:

Total expenditures for all funds is	\$ 5,587,842.40
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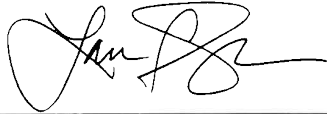
CERTIFICATION:

The undersigned certifies that the attached demands have been released for payment and that funds are available for these demands.



Jeri Rangel
Director of Administrative Services

REVIEWED AND APPROVED FOR COUNCIL AGENDA



Lara K Christensen, Deputy City Manager

ATTACHMENT:

May 2025 Eden Warrant Register in the amount of

\$ 4,760,255.49

City of Atascadero
Disbursement Listing

06/24/25 | Item D2 | Attachment 1

For the Month of May 2025

Check Number	Check Date	Vendor	Description	Amount
181585	05/01/2025	ANTHEM BLUE CROSS HEALTH	Payroll Vendor Payment	229,851.45
181587	05/01/2025	GIS BENEFITS	Payroll Vendor Payment	17,276.36
181588	05/02/2025	A & T ARBORISTS & VEGETATION	Accounts Payable Check	2,950.00
181589	05/02/2025	A-1 PEST MANAGEMENT	Accounts Payable Check	199.00
181590	05/02/2025	ALLIANT INSURANCE SERVICES INC	Accounts Payable Check	150.00
181591	05/02/2025	ALPHA ELECTRICAL SERVICE	Accounts Payable Check	210.00
181592	05/02/2025	ADRIANA ANGUIS	Accounts Payable Check	132.00
181593	05/02/2025	MICHAEL J. ARRIOLA	Accounts Payable Check	1,850.00
181594	05/02/2025	ASSC. OF ZOOS & AQUARIUMS	Accounts Payable Check	1,064.05
181595	05/02/2025	AT&T	Accounts Payable Check	810.90
181596	05/02/2025	AT&T	Accounts Payable Check	877.80
181597	05/02/2025	ATASCADERO HAY & FEED	Accounts Payable Check	1,020.53
181598	05/02/2025	AURORA WORLD, INC.	Accounts Payable Check	324.32
181599	05/02/2025	AVILA TRAFFIC SAFETY	Accounts Payable Check	54.38
181600	05/02/2025	TERRIE BANISH	Accounts Payable Check	462.00
181601	05/02/2025	BANK OF NEW YORK MELLON	Accounts Payable Check	2,500.00
181602	05/02/2025	KEITH R. BERGHER	Accounts Payable Check	1,421.25
181603	05/02/2025	BERRY MAN, INC.	Accounts Payable Check	736.05
181604	05/02/2025	BIG BRAND TIRE & SERVICE	Accounts Payable Check	104.18
181605	05/02/2025	BUREAU VERITAS NORTH AMERICA	Accounts Payable Check	822.01
181606	05/02/2025	CAL-COAST MACHINERY, INC	Accounts Payable Check	275.78
181607	05/02/2025	CARBON HEALTH MED GROUP OF CA	Accounts Payable Check	290.00
181608	05/02/2025	CASEY PRINTING, INC.	Accounts Payable Check	2,456.58
181609	05/02/2025	CASH	Accounts Payable Check	200.00
181610	05/02/2025	CHARTER COMMUNICATIONS	Accounts Payable Check	2,030.38
181611	05/02/2025	CINTAS	Accounts Payable Check	144.94
181612	05/02/2025	KRISTINE CLARK	Accounts Payable Check	132.00
181613	05/02/2025	COLOR CRAFT PRINTING	Accounts Payable Check	222.51
181614	05/02/2025	COYOTE TRACTOR SERVICES, LLC	Accounts Payable Check	1,480.00
181615	05/02/2025	CRYSTAL CRIMBCHIN	Accounts Payable Check	321.39
181616	05/02/2025	CSG CONSULTANTS, INC.	Accounts Payable Check	288.00
181617	05/02/2025	COLIN W. DEAN	Accounts Payable Check	1,900.00
181618	05/02/2025	NICHOLAS DEBAR	Accounts Payable Check	300.00
181619	05/02/2025	DEEP BLUE INTEGRATION, INC.	Accounts Payable Check	540.00
181620	05/02/2025	PATRICIA DEIRMENJIAN	Accounts Payable Check	220.00
181621	05/02/2025	DELTA LIQUID ENERGY	Accounts Payable Check	719.16
181622	05/02/2025	DEPARTMENT OF JUSTICE	Accounts Payable Check	610.00
181623	05/02/2025	DEPARTMENT OF WATER RESOURCES	Accounts Payable Check	4,835.00
181624	05/02/2025	DOOMSDAY SKATE, LLC	Accounts Payable Check	420.00
181625	05/02/2025	PHILIP DUNSMORE	Accounts Payable Check	300.00

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Check Number	Check Date	Vendor	Description	Amount
181626	05/02/2025	EARTH SYSTEMS PACIFIC	Accounts Payable Check	2,720.00
181627	05/02/2025	EPIC IT SUPPORT	Accounts Payable Check	10,141.10
181628	05/02/2025	EXECUTIVE JANITORIAL	Accounts Payable Check	3,500.00
181629	05/02/2025	FAMCON PIPE AND SUPPLY, INC.	Accounts Payable Check	622.05
181630	05/02/2025	FARM SUPPLY COMPANY	Accounts Payable Check	55.28
181631	05/02/2025	FENCE FACTORY ATASCADERO	Accounts Payable Check	1,030.50
181632	05/02/2025	FGL ENVIRONMENTAL	Accounts Payable Check	139.00
181633	05/02/2025	NICHOLAS C. FRANGIE	Accounts Payable Check	450.00
181634	05/02/2025	FRESNO CITY COLLEGE	Accounts Payable Check	429.00
181635	05/02/2025	KELLY GLEASON	Accounts Payable Check	153.00
181636	05/02/2025	ERICK GOMEZ	Accounts Payable Check	357.40
181637	05/02/2025	HANSEN BRO'S CUSTOM FARMING	Accounts Payable Check	12,880.00
181638	05/02/2025	HERC RENTALS, INC.	Accounts Payable Check	157.69
181639	05/02/2025	HERITAGE EMERGENCY RESPONSE	Accounts Payable Check	800.00
181640	05/02/2025	HIGH COUNTRY OUTDOOR, INC.	Accounts Payable Check	550.00
181641	05/02/2025	BRADLEY L. HILL	Accounts Payable Check	6,500.00
181643	05/02/2025	HOME DEPOT CREDIT SERVICES	Accounts Payable Check	2,769.53
181644	05/02/2025	INFORMATION TECHNOLOGY	Accounts Payable Check	947.94
181645	05/02/2025	INTERWEST CONSULTING GROUP INC	Accounts Payable Check	3,414.34
181646	05/02/2025	IRVIN AIR	Accounts Payable Check	391.00
181647	05/02/2025	J. CARROLL CORPORATION	Accounts Payable Check	491.56
181648	05/02/2025	JEANNINE JACOBS	Accounts Payable Check	16.00
181649	05/02/2025	JEFF & TONY'S DSD, LLC	Accounts Payable Check	664.88
181650	05/02/2025	JK'S UNLIMITED, INC.	Accounts Payable Check	9,878.79
181651	05/02/2025	JOE A. GONSALVES & SON	Accounts Payable Check	3,000.00
181652	05/02/2025	K&M INTERNATIONAL	Accounts Payable Check	1,429.35
181653	05/02/2025	KNECHT'S PLUMBING & HEATING	Accounts Payable Check	5,580.00
181654	05/02/2025	KW CONSTRUCTION	Accounts Payable Check	25,579.32
181655	05/02/2025	L.N. CURTIS & SONS	Accounts Payable Check	4,584.36
181656	05/02/2025	COLETTE LAYTON	Accounts Payable Check	87.00
181657	05/02/2025	LEE WILSON ELECTRIC CO. INC	Accounts Payable Check	1,878.02
181658	05/02/2025	JAMES R. LEWIS	Accounts Payable Check	2,007.01
181659	05/02/2025	LIFE ASSIST, INC.	Accounts Payable Check	901.32
181660	05/02/2025	WYATT T. LUND	Accounts Payable Check	750.00
181661	05/02/2025	MARIACHI VOCES TAPATIAS	Accounts Payable Check	2,250.00
181662	05/02/2025	MCMASTER-CARR SUPPLY CO.	Accounts Payable Check	52.82
181663	05/02/2025	RYAN J. MCNAMEE	Accounts Payable Check	90.00
181664	05/02/2025	MIG	Accounts Payable Check	6,912.50
181665	05/02/2025	MINER'S ACE HARDWARE	Accounts Payable Check	756.88
181666	05/02/2025	MUNIQUIP, LLC	Accounts Payable Check	3,080.48

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Check Number	Check Date	Vendor	Description	Amount
181667	05/02/2025	MWI ANIMAL HEALTH	Accounts Payable Check	55.79
181668	05/02/2025	NATURE PLANET, INC.	Accounts Payable Check	417.26
181669	05/02/2025	NBS	Accounts Payable Check	8,234.94
181670	05/02/2025	KELLYE R. NETZ	Accounts Payable Check	32.60
181671	05/02/2025	NEW TIMES	Accounts Payable Check	2,086.00
181672	05/02/2025	CINTIA B. NUTTALL	Accounts Payable Check	315.00
181673	05/02/2025	ODP BUSINESS SOLUTIONS, LLC	Accounts Payable Check	90.45
181674	05/02/2025	CHEYENNE PACHECO	Accounts Payable Check	1,393.24
181675	05/02/2025	PACIFIC GAS AND ELECTRIC	Accounts Payable Check	609.07
181676	05/02/2025	PENGUIN RANDOM HOUSE, LLC	Accounts Payable Check	252.64
181677	05/02/2025	PERRY'S ELECTRIC MOTORS & CTRL	Accounts Payable Check	17,219.13
181678	05/02/2025	MICHAEL W. PORTER II	Accounts Payable Check	60.00
181679	05/02/2025	PROCARE JANITORIAL SUPPLY, INC.	Accounts Payable Check	312.04
181680	05/02/2025	GERALD D. PURIFY JR.	Accounts Payable Check	1,200.00
181681	05/02/2025	JERI RANGEL	Accounts Payable Check	300.00
181682	05/02/2025	RECOGNITION WORKS	Accounts Payable Check	679.14
181683	05/02/2025	RICK ENGINEERING COMPANY	Accounts Payable Check	1,540.00
181684	05/02/2025	BRANDON ROBERTS	Accounts Payable Check	177.30
181685	05/02/2025	SAMUEL RODRIGUEZ	Accounts Payable Check	600.00
181686	05/02/2025	ROLSON MUSIC & SOUND	Accounts Payable Check	1,945.00
181687	05/02/2025	CORBIN J. ROSSI	Accounts Payable Check	90.00
181688	05/02/2025	SAFARI LTD.	Accounts Payable Check	312.54
181689	05/02/2025	ENRIQUE M. SANTOS	Accounts Payable Check	2,400.00
181690	05/02/2025	ALBERT SANUDO JR.	Accounts Payable Check	90.00
181691	05/02/2025	SCOTT O'BRIEN FIRE & SAFETY CO	Accounts Payable Check	128.73
181692	05/02/2025	SECURITAS TECHNOLOGY	Accounts Payable Check	364.16
181693	05/02/2025	SENSATIONS APPAREL	Accounts Payable Check	1,668.44
181694	05/02/2025	SITEONE LANDSCAPE SUPPLY, LLC	Accounts Payable Check	3,652.81
181695	05/02/2025	SLO COUNTY SHERIFF'S OFFICE	Accounts Payable Check	638.00
181696	05/02/2025	RANDY D. SMART, JR.	Accounts Payable Check	60.00
181697	05/02/2025	SOCAL GAS	Accounts Payable Check	1,552.77
181698	05/02/2025	SOUZA CONSTRUCTION, INC.	Accounts Payable Check	1,041,986.22
181699	05/02/2025	SPECIALIZED EQUIPMENT REPAIR	Accounts Payable Check	1,251.23
181700	05/02/2025	SSA GROUP, LLC	Accounts Payable Check	3,333.34
181701	05/02/2025	DR. CYNTHIA STRINGFIELD	Accounts Payable Check	679.20
181702	05/02/2025	SUNLIGHT JANITORIAL, INC.	Accounts Payable Check	1,897.50
181703	05/02/2025	TESCO CONTROLS, LLC	Accounts Payable Check	32,658.75
181704	05/02/2025	T-MOBILE	Accounts Payable Check	3,037.44
181705	05/02/2025	T-MOBILE	Accounts Payable Check	34.58
181706	05/02/2025	USA BLUE BOOK	Accounts Payable Check	351.35

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Check Number	Check Date	Vendor	Description	Amount
181707	05/02/2025	VINO VICE, INC.	Accounts Payable Check	446.50
181708	05/02/2025	WALLACE GROUP	Accounts Payable Check	2,103.25
181709	05/02/2025	WEST COAST AUTO & TOWING, INC.	Accounts Payable Check	720.00
181710	05/02/2025	WEX BANK - BUSINESS UNIVERSAL	Accounts Payable Check	11,952.40
181711	05/02/2025	WEX BANK - WEX FLEET UNIVERSAL	Accounts Payable Check	9,590.60
181712	05/02/2025	WHITLOCK & WEINBERGER TRANS.	Accounts Payable Check	1,213.75
181713	05/02/2025	YOUTH EVOLUTION SOCCER	Accounts Payable Check	2,957.40
5581	05/08/2025	MCGRIFF INSURANCE SERVICE TRUIST INSURANCE HC	Payroll Vendor Payment	1,105.01
5582	05/08/2025	ANTHEM BLUE CROSS HSA	Payroll Vendor Payment	16,915.21
181714	05/08/2025	ATASCADERO PROF. FIREFIGHTERS	Payroll Vendor Payment	1,557.51
181715	05/08/2025	IAFF MERP	Payroll Vendor Payment	1,900.00
181716	05/08/2025	MISSIONSQUARE	Payroll Vendor Payment	17,624.12
181717	05/08/2025	MISSIONSQUARE RETIREMENT	Payroll Vendor Payment	125.00
181718	05/08/2025	NATIONWIDE RETIREMENT SOLUTION	Payroll Vendor Payment	950.45
5583	05/09/2025	STATE DISBURSEMENT UNIT	Payroll Vendor Payment	468.59
5584	05/09/2025	ATASCADERO POLICE OFFICERS	Payroll Vendor Payment	2,230.00
5585	05/09/2025	SEIU LOCAL 620	Payroll Vendor Payment	958.56
5586	05/12/2025	ANTHEM BLUE CROSS HSA	Payroll Vendor Payment	100.00
5587	05/12/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	18,577.62
5588	05/12/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	34,866.13
5589	05/12/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	3,107.71
5590	05/12/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	2,830.30
5591	05/12/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	8,902.45
5592	05/12/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	12,346.45
5593	05/12/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	22,168.53
5594	05/12/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	31,352.12
5595	05/13/2025	RABOBANK, N.A.	Payroll Vendor Payment	75,032.22
5596	05/13/2025	EMPLOYMENT DEV DEPARTMENT	Payroll Vendor Payment	23,501.12
5597	05/13/2025	EMPLOYMENT DEV. DEPARTMENT	Payroll Vendor Payment	5,029.60
181719	05/16/2025	2ND NATURE SOFTWARE INC.	Accounts Payable Check	5,691.11
181720	05/16/2025	ACCESS TOOLKIT	Accounts Payable Check	7,737.00
181721	05/16/2025	AGM CALIFORNIA, INC.	Accounts Payable Check	2,354.00
181722	05/16/2025	AGP VIDEO, INC.	Accounts Payable Check	2,412.50
181723	05/16/2025	ALL ABOUT EVENTS INC.	Accounts Payable Check	2,957.12
181724	05/16/2025	ALL SIGNS AND GRAPHICS, INC.	Accounts Payable Check	486.74
181725	05/16/2025	ALPHA ELECTRICAL SERVICE	Accounts Payable Check	700.00
181726	05/16/2025	AM PAC REPAIR	Accounts Payable Check	588.75
181727	05/16/2025	ANTECH DIAGNOSTICS	Accounts Payable Check	3,519.32
181728	05/16/2025	ASHLEY & VANCE ENGINEERING INC	Accounts Payable Check	390.00
181729	05/16/2025	ASSOCIATED TRAFFIC SAFETY, INC	Accounts Payable Check	181.35

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Check Number	Check Date	Vendor	Description	Amount
181731	05/16/2025	AT&T	Accounts Payable Check	1,070.49
181732	05/16/2025	AT&T	Accounts Payable Check	760.93
181733	05/16/2025	ATASCADERO HAY & FEED	Accounts Payable Check	1,123.27
181735	05/16/2025	ATASCADERO MUTUAL WATER CO.	Accounts Payable Check	10,608.75
181736	05/16/2025	AVILA TRAFFIC SAFETY	Accounts Payable Check	1,370.05
181737	05/16/2025	TERRIE BANISH	Accounts Payable Check	31.74
181738	05/16/2025	BAY AREA DRIVING SCHOOL, INC.	Accounts Payable Check	104.98
181739	05/16/2025	KEITH R. BERGHER	Accounts Payable Check	33.75
181740	05/16/2025	BERRY MAN, INC.	Accounts Payable Check	356.05
181741	05/16/2025	BIG BRAND TIRE & SERVICE	Accounts Payable Check	80.00
181742	05/16/2025	JOHN R. BLEDSOE	Accounts Payable Check	3,008.00
181743	05/16/2025	TERRI RECCHIA BLEDSOE	Accounts Payable Check	600.00
181744	05/16/2025	BRANCH SMITH PROPERTIES	Accounts Payable Check	410.00
181745	05/16/2025	BRENDLER JANITORIAL SERVICE	Accounts Payable Check	5,515.00
181746	05/16/2025	BREZDEN PEST CONTROL, INC.	Accounts Payable Check	108.00
181747	05/16/2025	BURT INDUSTRIAL SUPPLY	Accounts Payable Check	201.69
181748	05/16/2025	CALL ROB	Accounts Payable Check	5,626.81
181749	05/16/2025	CARLOS MOBILE DETAILING	Accounts Payable Check	700.00
181750	05/16/2025	CASEY PRINTING, INC.	Accounts Payable Check	10,730.69
181751	05/16/2025	CASH	Accounts Payable Check	400.00
181752	05/16/2025	CHARLES CHARM	Accounts Payable Check	75.00
181753	05/16/2025	CHARTER COMMUNICATIONS	Accounts Payable Check	4,192.85
181754	05/16/2025	JOSEPH A. CHOUINARD	Accounts Payable Check	12,957.00
181755	05/16/2025	CINTAS	Accounts Payable Check	1,178.55
181756	05/16/2025	CLEATH-HARRIS GEOLOGISTS, INC.	Accounts Payable Check	3,646.90
181757	05/16/2025	COASTAL COPY, INC.	Accounts Payable Check	184.65
181758	05/16/2025	COLOR CRAFT PRINTING	Accounts Payable Check	252.63
181759	05/16/2025	CRYSTAL SPRINGS WATER	Accounts Payable Check	20.00
181760	05/16/2025	CUESTA POLYGRAPH & INVEST. LLC	Accounts Payable Check	1,450.00
181761	05/16/2025	CULLIGAN SANTA MARIA	Accounts Payable Check	700.50
181762	05/16/2025	SHARON J. DAVIS	Accounts Payable Check	182.00
181763	05/16/2025	DEPARTMENT OF MOTOR VEHICLES	Accounts Payable Check	27.00
181764	05/16/2025	DEPARTMENT OF TRANSPORTATION	Accounts Payable Check	4,505.27
181765	05/16/2025	DEPENDABLE FIRE PROTECTION	Accounts Payable Check	306.10
181766	05/16/2025	DOOMSDAY SKATE, LLC	Accounts Payable Check	900.00
181767	05/16/2025	EL CAMINO HOMELESS ORG.	Accounts Payable Check	15,000.00
181768	05/16/2025	EPIC IT SUPPORT	Accounts Payable Check	950.00
181769	05/16/2025	ESCROW CLEANING SERVICE	Accounts Payable Check	900.00
181770	05/16/2025	FGL ENVIRONMENTAL	Accounts Payable Check	533.00
181771	05/16/2025	NICHOLAS C. FRANGIE	Accounts Payable Check	120.00

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Check Number	Check Date	Vendor	Description	Amount
181772	05/16/2025	ANNE E. GALLAGHER	Accounts Payable Check	438.75
181773	05/16/2025	GLENN'S REPAIR & RENTAL, INC.	Accounts Payable Check	8.67
181774	05/16/2025	GOLDEN APPLIANCE REPAIR	Accounts Payable Check	445.00
181775	05/16/2025	TRISTAN M. GUILLORY	Accounts Payable Check	60.00
181776	05/16/2025	HANSEN BRO'S CUSTOM FARMING	Accounts Payable Check	20,107.07
181777	05/16/2025	HARTZELL GEN. ENG. CONTRACTOR	Accounts Payable Check	156,663.84
181778	05/16/2025	HERC RENTALS, INC.	Accounts Payable Check	152.25
181779	05/16/2025	HILLTOP WELDING & FABRICATION	Accounts Payable Check	1,000.00
181780	05/16/2025	INGLIS PET HOTEL	Accounts Payable Check	638.34
181781	05/16/2025	IRON MOUNTAIN RECORDS MGMNT	Accounts Payable Check	203.40
181782	05/16/2025	JEFF & TONY'S DSD, LLC	Accounts Payable Check	525.20
181783	05/16/2025	JIFFY LUBE	Accounts Payable Check	105.56
181784	05/16/2025	JK'S UNLIMITED, INC.	Accounts Payable Check	1,313.87
181785	05/16/2025	JOANN HEAD LAND SURVEYING	Accounts Payable Check	2,617.40
181786	05/16/2025	K&M INTERNATIONAL	Accounts Payable Check	2,316.84
181787	05/16/2025	KPRL 1230 AM	Accounts Payable Check	570.00
181788	05/16/2025	JESSICA KROUSE	Accounts Payable Check	295.00
181789	05/16/2025	L.N. CURTIS & SONS	Accounts Payable Check	3,118.95
181790	05/16/2025	LIFE ASSIST, INC.	Accounts Payable Check	1,950.52
181791	05/16/2025	MADRONE LANDSCAPES, INC.	Accounts Payable Check	385.00
181792	05/16/2025	MAILSTREAM, INC.	Accounts Payable Check	1,070.32
181793	05/16/2025	MARBORG INDUSTRIES	Accounts Payable Check	72.95
181794	05/16/2025	MARK'S TIRE SERVICE, INC.	Accounts Payable Check	569.36
181795	05/16/2025	RYAN J. MCNAMEE	Accounts Payable Check	150.00
181796	05/16/2025	MID COAST MOWER & SAW, INC.	Accounts Payable Check	559.02
181797	05/16/2025	MINER'S ACE HARDWARE	Accounts Payable Check	604.01
181798	05/16/2025	TROY J. MITCHELL, SR.	Accounts Payable Check	5,350.00
181799	05/16/2025	MV TRANSPORTATION, INC.	Accounts Payable Check	14,911.18
181800	05/16/2025	NEW TIMES	Accounts Payable Check	985.00
181801	05/16/2025	NORTH COAST ENGINEERING INC.	Accounts Payable Check	2,835.00
181802	05/16/2025	DANIELLE NUNES-HAKANSON	Accounts Payable Check	19.57
181803	05/16/2025	NUTRIEN AG SOLUTIONS, INC.	Accounts Payable Check	2,328.40
181804	05/16/2025	ODP BUSINESS SOLUTIONS, LLC	Accounts Payable Check	331.15
181805	05/16/2025	ON DUTY HEALTH, PLLC	Accounts Payable Check	11,786.00
181809	05/16/2025	PACIFIC GAS AND ELECTRIC	Accounts Payable Check	57,290.73
181810	05/16/2025	PACIFIC METAL BUILDINGS INC	Accounts Payable Check	3,980.00
181811	05/16/2025	PASO ROBLES FORD LINCOLN MERC	Accounts Payable Check	156.72
181812	05/16/2025	PASO ROBLES SAFE & LOCK, INC.	Accounts Payable Check	1,333.95
181813	05/16/2025	PAYMENTUS GROUP INC	Accounts Payable Check	41.45
181814	05/16/2025	PEAKWIFI, LLC	Accounts Payable Check	650.00

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Check Number	Check Date	Vendor	Description	Amount
181815	05/16/2025	SETH PEEK	Accounts Payable Check	403.80
181816	05/16/2025	ALESSANDRO PEROTTI	Accounts Payable Check	90.00
181817	05/16/2025	PERRY'S PARCEL & GIFT	Accounts Payable Check	120.00
181818	05/16/2025	PHILLIPS INTERNATIONAL, INC.	Accounts Payable Check	684.00
181819	05/16/2025	PLACER TITLE COMPANY	Accounts Payable Check	130,761.00
181820	05/16/2025	PLACER TITLE COMPANY	Accounts Payable Check	106,468.00
181821	05/16/2025	MICHAEL W. PORTER II	Accounts Payable Check	60.00
181822	05/16/2025	PROCARE JANITORIAL SUPPLY,INC.	Accounts Payable Check	3,799.72
181823	05/16/2025	QUINCON, INC.	Accounts Payable Check	172,712.36
181824	05/16/2025	RAINSCAPE, A LANDSCAPE SVC CO.	Accounts Payable Check	7,859.27
181825	05/16/2025	RENEWELL FLEET SERVICE LLC	Accounts Payable Check	333.05
181826	05/16/2025	RICK ENGINEERING COMPANY	Accounts Payable Check	19,149.31
181827	05/16/2025	CORBIN J. ROSSI	Accounts Payable Check	90.00
181828	05/16/2025	EVAN RUSSELL	Accounts Payable Check	70.56
181829	05/16/2025	ARIANA M. SALES	Accounts Payable Check	177.30
181830	05/16/2025	SCHINDLER ELEVATOR CORP	Accounts Payable Check	509.70
181831	05/16/2025	THE SHERWIN WILLIAMS CO INC.	Accounts Payable Check	117.67
181832	05/16/2025	SITEONE LANDSCAPE SUPPLY, LLC	Accounts Payable Check	1,542.68
181833	05/16/2025	SLO COUNTY EMS AGENCY	Accounts Payable Check	67.00
181834	05/16/2025	SLO COUNTY SHERIFF'S OFFICE	Accounts Payable Check	500.00
181835	05/16/2025	RANDY D. SMART, JR.	Accounts Payable Check	30.00
181836	05/16/2025	SOCAL GAS	Accounts Payable Check	341.28
181837	05/16/2025	SP MAINTENANCE SERVICES, INC.	Accounts Payable Check	500.00
181838	05/16/2025	SPEAKWRITE, LLC.	Accounts Payable Check	191.08
181839	05/16/2025	BRUCE ST. JOHN	Accounts Payable Check	511.60
181840	05/16/2025	SWIBCO	Accounts Payable Check	167.09
181841	05/16/2025	MADELINE M. TAYLOR	Accounts Payable Check	354.60
181842	05/16/2025	TEN OVER STUDIO, INC.	Accounts Payable Check	707.50
181843	05/16/2025	CHRISTOPHER DANIEL THOMAS	Accounts Payable Check	180.00
181844	05/16/2025	THOMSON REUTERS - WEST	Accounts Payable Check	222.69
181845	05/16/2025	THORN RUN PARTNERS LLC	Accounts Payable Check	3,000.00
181846	05/16/2025	TOWNSEND PUBLIC AFFAIRS, INC.	Accounts Payable Check	4,000.00
181847	05/16/2025	TUCKFIELD & ASSOCIATES	Accounts Payable Check	2,069.24
181848	05/16/2025	U.S. BANK	Accounts Payable Check	3,459.00
181849	05/16/2025	ULTREX BUSINESS PRODUCTS	Accounts Payable Check	8.68
181850	05/16/2025	UNITED STAFFING ASSC., INC.	Accounts Payable Check	98.33
181851	05/16/2025	USA BLUE BOOK	Accounts Payable Check	83.18
181852	05/16/2025	VANIR CONSTRUCTION MANAGEMENT	Accounts Payable Check	22,813.42
181853	05/16/2025	VERDIN	Accounts Payable Check	24,428.22
181854	05/16/2025	VILLAGE ORIGINALS, INC.	Accounts Payable Check	556.26

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Check Number	Check Date	Vendor	Description	Amount
181855	05/16/2025	VINO VICE, INC.	Accounts Payable Check	1,092.75
181856	05/16/2025	VISIT SLO CAL	Accounts Payable Check	48,913.07
181857	05/16/2025	VITAL RECORDS CONTROL	Accounts Payable Check	224.95
181858	05/16/2025	JENNY WANG	Accounts Payable Check	57.50
181859	05/16/2025	WHITLOCK & WEINBERGER TRANS.	Accounts Payable Check	2,358.75
181860	05/16/2025	WINE COUNTRY BALANCE	Accounts Payable Check	625.00
181861	05/16/2025	CARLYN WRIGHT	Accounts Payable Check	205.00
181862	05/16/2025	KAREN B. WYKE	Accounts Payable Check	918.60
181863	05/16/2025	YOUTH EVOLUTION SOCCER	Accounts Payable Check	1,518.00
181864	05/16/2025	ZOOM IMAGING SOLUTIONS, INC.	Accounts Payable Check	1,226.70
5598	05/23/2025	MCGRIFF INSURANCE SERVICE TRUIST INSURANCE HC	Payroll Vendor Payment	1,105.01
5599	05/23/2025	ANTHEM BLUE CROSS HSA	Payroll Vendor Payment	12,897.61
181865	05/23/2025	ATASCADERO PROF. FIREFIGHTERS	Payroll Vendor Payment	1,557.51
181866	05/23/2025	IAFF MERP	Payroll Vendor Payment	1,900.00
181867	05/23/2025	MISSIONSQUARE	Payroll Vendor Payment	17,462.07
181868	05/23/2025	NATIONWIDE RETIREMENT SOLUTION	Payroll Vendor Payment	934.15
5600	05/27/2025	STATE DISBURSEMENT UNIT	Payroll Vendor Payment	468.59
5601	05/27/2025	ATASCADERO POLICE OFFICERS	Payroll Vendor Payment	2,230.00
5602	05/27/2025	SEIU LOCAL 620	Payroll Vendor Payment	961.04
5603	05/27/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	17,888.64
5604	05/27/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	34,118.62
5605	05/27/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	2,902.18
5606	05/27/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	2,830.30
5607	05/27/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	8,678.35
5608	05/27/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	11,459.73
5609	05/27/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	22,800.89
5610	05/27/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	31,774.75
5611	05/27/2025	RABOBANK, N.A.	Payroll Vendor Payment	73,469.40
5612	05/27/2025	EMPLOYMENT DEV DEPARTMENT	Payroll Vendor Payment	22,459.66
5613	05/27/2025	EMPLOYMENT DEV. DEPARTMENT	Payroll Vendor Payment	4,882.03
181869	05/30/2025	A & T ARBORISTS & VEGETATION	Accounts Payable Check	9,000.00
181870	05/30/2025	A SUPERIOR CRANE, LLC	Accounts Payable Check	1,300.00
181871	05/30/2025	ACCESS PUBLISHING	Accounts Payable Check	889.00
181872	05/30/2025	AIRGAS USA, LLC	Accounts Payable Check	56.58
181873	05/30/2025	ALLIANT INSURANCE SERVICES INC	Accounts Payable Check	335.00
181874	05/30/2025	ALLTECH SERVICES, INC.	Accounts Payable Check	400.74
181875	05/30/2025	ASSOCIATED TRAFFIC SAFETY, INC	Accounts Payable Check	1,440.59
181876	05/30/2025	AT&T	Accounts Payable Check	810.90
181877	05/30/2025	AT&T	Accounts Payable Check	31.75
181878	05/30/2025	ATASCADERO HAY & FEED	Accounts Payable Check	785.04

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Check Number	Check Date	Vendor	Description	Amount
181879	05/30/2025	ATASCADERO YOUTH FOOTBALL	Accounts Payable Check	1,547.50
181880	05/30/2025	AURORA WORLD, INC.	Accounts Payable Check	1,082.93
181881	05/30/2025	TERRIE BANISH	Accounts Payable Check	300.00
181882	05/30/2025	BATTERY SYSTEMS, INC.	Accounts Payable Check	1,255.66
181883	05/30/2025	BELL'S PLUMBING REPAIR, INC.	Accounts Payable Check	439.00
181884	05/30/2025	BERRY MAN, INC.	Accounts Payable Check	865.05
181885	05/30/2025	TOM BIRKENFELD	Accounts Payable Check	240.00
181886	05/30/2025	COOPER BONECK	Accounts Payable Check	690.00
181887	05/30/2025	BREZDEN PEST CONTROL, INC.	Accounts Payable Check	74.00
181888	05/30/2025	BUREAU VERITAS NORTH AMERICA	Accounts Payable Check	845.00
181889	05/30/2025	KRYSTAL CARLON	Accounts Payable Check	123.20
181890	05/30/2025	CC DYNASTY FUTBOL CLUB	Accounts Payable Check	2,200.00
181891	05/30/2025	CEN-CAL CONSTRUCTION	Accounts Payable Check	299,287.25
181892	05/30/2025	CHARTER COMMUNICATIONS	Accounts Payable Check	251.14
181893	05/30/2025	CINTAS	Accounts Payable Check	302.83
181894	05/30/2025	CITY OF ATASCADERO	Accounts Payable Check	1,049.00
181895	05/30/2025	KAREN A. CLANIN	Accounts Payable Check	262.50
181896	05/30/2025	COBAN TECHNOLOGIES, INC.	Accounts Payable Check	47.63
181897	05/30/2025	COLE FARMS, INC.	Accounts Payable Check	463.32
181898	05/30/2025	COLOR CRAFT PRINTING	Accounts Payable Check	313.78
181899	05/30/2025	CREATE & LEARN	Accounts Payable Check	154.00
181900	05/30/2025	CSG CONSULTANTS, INC.	Accounts Payable Check	1,779.50
181901	05/30/2025	CULLIGAN SANTA MARIA	Accounts Payable Check	125.25
181902	05/30/2025	MARK DARIZ	Accounts Payable Check	399.97
181903	05/30/2025	NICHOLAS DEBAR	Accounts Payable Check	300.00
181904	05/30/2025	DELTA LIQUID ENERGY	Accounts Payable Check	10.79
181905	05/30/2025	DEPARTMENT OF JUSTICE	Accounts Payable Check	781.00
181906	05/30/2025	PHILIP DUNSMORE	Accounts Payable Check	300.00
181907	05/30/2025	EPIC IT SUPPORT	Accounts Payable Check	617.40
181908	05/30/2025	ESCUELA DEL RIO	Accounts Payable Check	480.00
181909	05/30/2025	EXECUTIVE JANITORIAL	Accounts Payable Check	3,500.00
181910	05/30/2025	FAILSAFE TESTING, LLC	Accounts Payable Check	1,930.58
181911	05/30/2025	CODY FERRIS	Accounts Payable Check	240.00
181912	05/30/2025	FGL ENVIRONMENTAL	Accounts Payable Check	3,953.00
181913	05/30/2025	FILIPPIN ENGINEERING, INC.	Accounts Payable Check	90,720.14
181914	05/30/2025	NICHOLAS C. FRANGIE	Accounts Payable Check	180.00
181915	05/30/2025	ANNE E. GALLAGHER	Accounts Payable Check	337.50
181916	05/30/2025	GENERAL CODE, LLC	Accounts Payable Check	2,851.00
181917	05/30/2025	ALEX GENTILLY	Accounts Payable Check	890.00
181918	05/30/2025	GIERLICH-MITCHELL, INC.	Accounts Payable Check	32,052.68

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Check Number	Check Date	Vendor	Description	Amount
181919	05/30/2025	SCOTT GROOMER	Accounts Payable Check	240.00
181920	05/30/2025	KADEN GROSECLOSE	Accounts Payable Check	1,471.01
181921	05/30/2025	JOSE R. GUADARRAMA	Accounts Payable Check	300.00
181922	05/30/2025	HANSEN BRO'S CUSTOM FARMING	Accounts Payable Check	16,739.56
181923	05/30/2025	HART IMPRESSIONS PRINTING	Accounts Payable Check	210.11
181924	05/30/2025	ANDREW HAWKINS	Accounts Payable Check	240.00
181925	05/30/2025	HERC RENTALS, INC.	Accounts Payable Check	157.69
181926	05/30/2025	REBECCA HEREDIA	Accounts Payable Check	130.32
181927	05/30/2025	HIGH COUNTRY OUTDOOR, INC.	Accounts Payable Check	550.00
181928	05/30/2025	BRETT HILDEBRAND	Accounts Payable Check	240.00
181930	05/30/2025	HOME DEPOT CREDIT SERVICES	Accounts Payable Check	2,471.38
181931	05/30/2025	INGLIS PET HOTEL	Accounts Payable Check	211.69
181932	05/30/2025	INTERWEST CONSULTING GROUP INC	Accounts Payable Check	4,734.79
181933	05/30/2025	J. CARROLL CORPORATION	Accounts Payable Check	265.35
181934	05/30/2025	ZACHARIAH JACKSON	Accounts Payable Check	1,405.88
181935	05/30/2025	JK'S UNLIMITED, INC.	Accounts Payable Check	12,133.00
181936	05/30/2025	K&M INTERNATIONAL	Accounts Payable Check	2,677.52
181937	05/30/2025	SPENCER KEMP	Accounts Payable Check	30.00
181938	05/30/2025	KEY TERMITE & PEST CONTROL, INC	Accounts Payable Check	100.00
181939	05/30/2025	KAYLA KLINGENBERG	Accounts Payable Check	140.00
181940	05/30/2025	COLETTE LAYTON	Accounts Payable Check	609.16
181941	05/30/2025	JAMES R. LEWIS	Accounts Payable Check	300.00
181942	05/30/2025	LIFE ASSIST, INC.	Accounts Payable Check	271.66
181943	05/30/2025	JACKSON LIGHT	Accounts Payable Check	240.00
181944	05/30/2025	THOMAS LITTLE	Accounts Payable Check	240.00
181945	05/30/2025	ANDREW LUERA	Accounts Payable Check	240.00
181946	05/30/2025	MATTHEW MADRIGAL	Accounts Payable Check	240.00
181947	05/30/2025	MARK'S TIRE SERVICE, INC.	Accounts Payable Check	1,187.17
181948	05/30/2025	RYAN J. MCNAMEE	Accounts Payable Check	120.00
181949	05/30/2025	MESA AUTOBODY	Accounts Payable Check	5,846.50
181950	05/30/2025	MINER'S ACE HARDWARE	Accounts Payable Check	631.14
181951	05/30/2025	MARINA MOYA	Accounts Payable Check	140.00
181952	05/30/2025	KYLE NAKAZAWA	Accounts Payable Check	240.00
181953	05/30/2025	PAUL NETZ	Accounts Payable Check	609.16
181954	05/30/2025	NEW TIMES	Accounts Payable Check	640.00
181955	05/30/2025	NUTRIEN AG SOLUTIONS, INC.	Accounts Payable Check	2,142.00
181956	05/30/2025	ODP BUSINESS SOLUTIONS, LLC	Accounts Payable Check	112.10
181957	05/30/2025	PACIFIC GAS AND ELECTRIC	Accounts Payable Check	5,759.15
181958	05/30/2025	PEAKWIFI, LLC	Accounts Payable Check	350.00
181959	05/30/2025	DEAN PERICIC	Accounts Payable Check	240.00

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Check Number	Check Date	Vendor	Description	Amount
181960	05/30/2025	PORTER CONSTRUCTION, INC.	Accounts Payable Check	3,980.00
181961	05/30/2025	PROCARE JANITORIAL SUPPLY, INC.	Accounts Payable Check	1,146.95
181962	05/30/2025	JERI RANGEL	Accounts Payable Check	300.00
181963	05/30/2025	RENEWELL FLEET SERVICE LLC	Accounts Payable Check	192.98
181964	05/30/2025	RIKEDOM LLC	Accounts Payable Check	196.00
181965	05/30/2025	BRANDON ROBERTS	Accounts Payable Check	240.00
181966	05/30/2025	CHRISTOPHER R. ROBINSON	Accounts Payable Check	240.00
181967	05/30/2025	SAMUEL RODRIGUEZ	Accounts Payable Check	130.00
181968	05/30/2025	CORBIN J. ROSSI	Accounts Payable Check	210.00
181969	05/30/2025	ARIANA M. SALES	Accounts Payable Check	142.80
181970	05/30/2025	VOID	Accounts Payable Check	0.00
181971	05/30/2025	ALBERT SANUDO JR.	Accounts Payable Check	150.00
181972	05/30/2025	SCHNEIDER ELECTRIC SYS USA INC	Accounts Payable Check	3,146.40
181973	05/30/2025	SECURITAS TECHNOLOGY	Accounts Payable Check	684.11
181974	05/30/2025	SITEONE LANDSCAPE SUPPLY, LLC	Accounts Payable Check	98.56
181975	05/30/2025	ALYSSA SLATER	Accounts Payable Check	158.89
181976	05/30/2025	SLO COUNTY APCD	Accounts Payable Check	2,221.28
181977	05/30/2025	SLO COUNTY HEALTH AGENCY	Accounts Payable Check	101,077.25
181978	05/30/2025	SLO COUNTY HEALTH AGENCY	Accounts Payable Check	712.00
181979	05/30/2025	SLO COUNTY SHERIFF'S OFFICE	Accounts Payable Check	696.00
181980	05/30/2025	RANDY D. SMART, JR.	Accounts Payable Check	60.00
181981	05/30/2025	SOCAL GAS	Accounts Payable Check	1,156.20
181982	05/30/2025	SOUZA CONSTRUCTION, INC.	Accounts Payable Check	876,440.90
181983	05/30/2025	SPECIALIZED EQUIPMENT REPAIR	Accounts Payable Check	789.34
181984	05/30/2025	SSA GROUP, LLC	Accounts Payable Check	3,333.34
181985	05/30/2025	STERICYCLE, INC.	Accounts Payable Check	51.80
181986	05/30/2025	KURT W. STONE	Accounts Payable Check	1,200.00
181987	05/30/2025	SUNLIGHT JANITORIAL, INC.	Accounts Payable Check	1,897.50
181988	05/30/2025	TEMPLETON UNIFORMS, LLC	Accounts Payable Check	344.89
181994	05/30/2025	U.S. BANK	Accounts Payable Check	47,945.26
181995	05/30/2025	VAN BEURDEN INSURANCE SVC, INC	Accounts Payable Check	11,052.54
181996	05/30/2025	VINO VICE, INC.	Accounts Payable Check	235.00
181997	05/30/2025	WATER SYSTEMS CONSULTING, INC.	Accounts Payable Check	67,834.25
181998	05/30/2025	WEST COAST AUTO & TOWING, INC.	Accounts Payable Check	1,284.86
181999	05/30/2025	ZACHARY J YEAMAN-SANCHEZ	Accounts Payable Check	130.00
				<u><u>\$ 4,760,255.49</u></u>



CITY OF ATASCADERO

CITY COUNCIL STAFF REPORT

Item D3

Department: Human Resources
Date: 6/24/25
Placement: Consent

TO: JAMES R. LEWIS, CITY MANAGER
FROM: RACHEL HUNTER, HUMAN RESOURCES MANAGER
PREPARED BY: RACHEL HUNTER, HUMAN RESOURCES MANAGER
SUBJECT: Reclassification of Existing Positions

RECOMMENDATION:

Council:

1. Authorize the City Manager to reclass the position of Deputy City Manager to Assistant City Manager, Lead Maintenance Worker (Parks) to Maintenance Supervisor (Parks), Lead Maintenance Worker (Streets) to Maintenance Supervisor (Streets) and Wastewater Plant Operator II to Wastewater Treatment Plant Lead Operator.
2. Amend the fiscal year 2025-2026 and 2026-2027 monthly salary schedules to add new positions as follows:

SALARY WORKSHEET

MONTHLY SALARY

Effective July 1, 2025

CLASSIFICATION	RANGE	STEP A	STEP B	STEP C	STEP D	STEP E
Assistant City Manager	M59	13,657.92	14,340.82	15,057.86	15,810.75	16,601.29
Lead WWTP Operator	31	6,783.90	7,123.10	7,479.26	7,853.22	8,245.88
Maintenance Supervisor	25	5,860.19	6,153.20	6,460.86	6,783.90	7,123.10

Effective July 1, 2026

CLASSIFICATION	RANGE	STEP A	STEP B	STEP C	STEP D	STEP E
Assistant City Manager	M59	14,067.64	14,771.02	15,509.57	16,285.05	17,099.30
Lead WWTP Operator	31	6,987.41	7,336.78	7,703.62	8,088.80	8,493.24
Maintenance Supervisor	25	6,035.99	6,337.79	6,654.68	6,987.41	7,336.78

3. Adopt Draft Resolution for Non-Represented Professional and Management Workers and Confidential Employees; and
4. Authorize the City Manager to execute a Side Letter with the Local 620 Service Employees International Union (SEIU) for the existing Memorandum of Understanding (MOU), dated July 1, 2024, through June 30, 2027; and
5. Authorize the City Manager to approve the Employment Agreement for Lara Christensen to serve as Assistant City Manager.

DISCUSSION:

City staff continues to look for better and more efficient ways to deliver many and varied City services in a cost-effective manner. At the core of this continual improvement are the City

employees who manage these services. The City is very fortunate to have recruited and retained highly skilled and professional employees that keep the City running, and organizing personnel for each department is an important component of optimizing City services and functions.

During the preparation of the 2025-2027 budget, each department was evaluated for management structure and efficiency of operations, growth opportunities, distribution of workload, and succession planning. Department heads were asked to look for positions where there was potential for improvement in efficiency and leadership. While every department identified potential changes, a few areas showed a strong need for additional management, especially to lower the number of direct reports to a more reasonable span of control or to have a clear number two. To improve the city's function and service through more accountable management, the following adjustments are being made in the 2025-2027 Budget:

Reclassification to New Position/New Title

- Deputy City Manager (1 of 2) reclassified to Assistant City Manager.
- Lead Maintenance Worker (Parks) reclassified to Maintenance Supervisor (Parks).
- Lead Maintenance Worker (Streets) reclassified to Maintenance Supervisor (Streets).
- Wastewater Treatment Plant Operator II (1 of 3) reclassified to Lead Wastewater Treatment Plant Operator.

ASSISTANT CITY MANAGER

The Deputy City Manager position being held by Ms. Lara Christensen is being recommended for reclassification to Assistant City Manager. The City is a complex, \$70 million organization with many moving parts. Establishing an Assistant City Manager provides for the following:

1. A clear number two officer for the organization. The Assistant City Manager will exercise full executive authority directing the work departments when needed and managing complex projects such as the Fire and Police Department projects. They serve as Acting City Manager in the City Manager's absence.
2. An Assistant City Manager is recognized regionally as a significant officer in the organization and will have equal weight in input and participation at regional meetings. The City of Atascadero is one of only two cities in the county without an Assistant City Manager, and this City is a larger and more complex organization than the other city without an Assistant City Manager.
3. The reclassification recognizes the many areas of oversight the position manages including City Clerk, Risk Management, Legislative Advocacy, Grant Writing, Citizen Engagement and support of the City's employee culture serving as staff advisor to the Atascadero Employee Development Advisory Committee.

PUBLIC WORKS SUPERVISORS

During the budget evaluation process, it was concluded that in the Public Works Department, both Operations and Wastewater divisions were missing a supervisor at the line level. This created an imbalance for the Deputy Public Works Director – Operations, who had 13 direct reports under the current structure. Having so many daily reports did not allow the Deputy Public Works Director to focus on training and evaluating employees, nor allow the department to tackle special projects or urgent, unplanned situations. Adding a field supervisor to the Street and Parks

divisions will allow employees more growth opportunities, increased training and better access to their supervisor.

Similarly, the Wastewater division is structured without a designated second in command. Therefore, the Wastewater Operations Manager is unable to truly take time away from work, even for training. Reclassing a Wastewater Treatment Plant Operator (WWTPO) II to a Lead Wastewater Treatment Plant Operator (Lead WWTPO) will allow the Operations Manager to take time away from work, as well as focus on more administrative tasks, while the Lead WWTPO can assist in training, planning and day to day operations. Creating a Lead WWTPO position also adds another level of advancement for current employees to grow into, benefiting succession planning in the future.

ALTERNATIVES TO THE STAFF RECOMMENDATION:

Council may give direction to the City Manager not to make any changes to the current titles and staffing throughout the City.

FISCAL IMPACT:

The reclassification of these positions have an estimated annual cost of \$47,000. These changes have been included in the 2025-2027 Budget.

REVIEWED BY OTHERS:

This item has been reviewed by the Deputy Administrative Services Director as well as the Deputy City Manager.

REVIEWED AND APPROVED FOR COUNCIL AGENDA



Lara K. Christensen, Deputy City Manager

ATTACHMENT(S):

1. Draft Resolution for Non-Represented Professional and Management Workers and Confidential Employees
2. SEIU Side Letter to the MOU
3. Updated 2025-2026 and 2026-2027 Citywide Full Time Salary Schedule
4. Employment Agreement for Lara Christensen

DRAFT RESOLUTION

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ATASCADERO, CALIFORNIA, ESTABLISHING THE COMPENSATION AND BENEFIT PLAN FOR NON-REPRESENTED PROFESSIONAL AND MANAGEMENT WORKERS AND CONFIDENTIAL EMPLOYEES, EFFECTIVE JULY 1, 2025 – JUNE 30, 2027

WHEREAS, the Government Code of the State of California prescribes a procedure for discussing and resolving matters regarding wages, hours and other terms and conditions of employment; and

WHEREAS, the City Personnel System Rules provided for a Compensation Plan; and

WHEREAS, the City desires to set forth salaries and benefits for Non-Represented Professional and Management workers and Confidential employees; and

WHEREAS, the City Council adopted Resolution 2023-069 on May 14, 2024, establishing the compensation and benefit plan for Non-Represented Professional and Management workers and Confidential employees and desires to replace that resolution with this resolution and rescind said adoption.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Atascadero:

SECTION 1. All prior Resolutions for Non-Represented employees are repealed.

SECTION 2. The Non-Represented Professional and Management Workers and Confidential Employees Compensation and Benefit Plan is hereby established as follows:

Positions

The following positions are included in this Resolution. The City Manager and Department Heads have individual employment agreements defining other terms and conditions of employment not described herein.

Executive Management Positions

Administrative Services Director

Assistant City Manager

City Manager

Community Development Director

Community Services & Promotions Director

Deputy City Manager

Fire Chief

Police Chief

Public Works Director

Management Positions

Associate Civil Engineer
Associate Civil Engineer - Registered
Battalion Chief
Chief Building Official
Deputy Administrative Services Director
Deputy Community Development Director
Deputy Public Works Director
Deputy Public Works Director/Utilities Manager
Finance Analyst
Human Resources Manager
Planning Manager
Police Commander
Public Works Analyst
Public Works Operations Manager
Recreation Supervisor
Zoo Director

Confidential (Includes only designated positions within the classifications)

Accounting Specialist
Administrative Assistant
Finance Technician

Salaries

This two (2) year agreement shall provide salary increases according to the following formula and schedule:

Year 1- Effective July 1, 2025, all employees covered under this MOU shall receive a 3.0% (three point zero) COLA salary increase. The following monthly salaries are effective July 1, 2025:

SALARY WORKSHEET						
MONTHLY SALARY						
Effective July 1, 2025						
CLASSIFICATION	RANGE	STEP A	STEP B	STEP C	STEP D	STEP E
Accounting Specialist- Confidential	26	6,006.69	6,307.02	6,622.37	6,953.49	7,301.16
Administrative Assistant- Confidential	22	5,448.25	5,720.66	6,006.69	6,307.02	6,622.37
Administrative Services Director	M59	13,657.92	14,340.82	15,057.86	15,810.75	16,601.29
Assistant City Manager	M59	13,657.92	14,340.82	15,057.86	15,810.75	16,601.29
Associate Civil Engineer	M37	7,985.50	8,384.78	8,804.02	9,244.22	9,706.43
Associate Civil Engineer - Registered	M41	8,804.02	9,244.22	9,706.43	10,191.75	10,701.34
Battalion Chief	M53	11,798.23	12,388.14	13,007.55	13,657.93	14,340.83
Chief Building Official	M46	9,943.17	10,440.32	10,962.34	11,510.46	12,085.98
City Manager	M73	19,218.07	20,178.97	21,187.92	22,247.32	23,359.69
Community Development Director	M58	13,324.79	13,991.03	14,690.58	15,425.11	16,196.37
Community Services & Promotions Director	M57	13,007.55	13,657.92	14,340.82	15,057.86	15,810.75
Deputy Administrative Services Director	M46	9,943.17	10,440.32	10,962.34	11,510.46	12,085.98
Deputy City Manager	M54	12,085.98	12,690.28	13,324.79	13,991.03	14,690.58
Deputy Community Development Director	M46	9,943.17	10,440.32	10,962.34	11,510.46	12,085.98
Deputy Public Works Director	M46	9,943.17	10,440.32	10,962.34	11,510.46	12,085.98
Deputy Public Works Director/Utilities Manager	M49	10,701.34	11,236.41	11,798.23	12,388.14	13,007.55
Finance Analyst	M39	10,701.34	11,236.41	11,798.23	12,388.14	13,007.55
Finance Technician- Confidential	22	5,448.25	5,720.66	6,006.69	6,307.02	6,622.37
Fire Chief	M63	15,057.86	15,810.75	16,601.29	17,431.35	18,302.92
Human Resources Manager	M46	9,943.17	10,440.32	10,962.34	11,510.46	12,085.98
Planning Manager	M46	9,943.17	10,440.32	10,962.34	11,510.46	12,085.98
Police Chief	M64	15,425.11	16,196.37	17,006.19	17,856.50	18,749.33
Police Commander	M54	12,085.98	12,690.28	13,324.79	13,991.03	14,690.58
Public Works Analyst	M39	15,425.11	16,196.37	17,006.19	17,856.50	18,749.33
Public Works Director	M59	13,657.92	14,340.82	15,057.86	15,810.75	16,601.29
Public Works Operations Manager	M41	8,804.02	9,244.22	9,706.43	10,191.75	10,701.34
Recreation Supervisor	M28	6,409.45	6,729.92	7,066.42	7,419.74	7,790.73
Zoo Director	M46	9,943.17	10,440.32	10,962.34	11,510.46	12,085.98

Year 2- Effective July 1, 2026, all employees covered under this MOU shall receive a 3.0% (three

point zero) COLA salary increase. The following monthly salaries are effective July 1, 2026:

SALARY WORKSHEET MONTHLY SALARY Effective July 1, 2026						
CLASSIFICATION	RANGE	STEP A	STEP B	STEP C	STEP D	STEP E
Accounting Specialist- Confidential	26	6,186.89	6,496.23	6,821.04	7,162.09	7,520.19
Administrative Assistant- Confidential	22	5,611.70	5,892.29	6,186.90	6,496.25	6,821.06
Administrative Services Director	M59	14,067.64	14,771.02	15,509.57	16,285.05	17,099.30
Assistant City Manager	M59	14,067.64	14,771.02	15,509.57	16,285.05	17,099.30
Associate Civil Engineer	M37	8,225.06	8,636.31	9,068.13	9,521.54	9,997.62
Associate Civil Engineer - Registered	M41	9,068.13	9,521.53	9,997.61	10,497.49	11,022.36
Battalion Chief	M53	12,152.16	12,759.76	13,397.75	14,067.64	14,771.02
Chief Building Official	M46	10,440.32	10,962.34	11,510.46	12,085.98	12,690.28
City Manager	M73	19,794.58	20,784.31	21,823.53	22,914.71	24,060.45
Community Development Director	M58	13,724.52	14,410.75	15,131.29	15,887.85	16,682.24
Community Services & Promotions Director	M57	13,397.75	14,067.64	14,771.02	15,509.57	16,285.05
Deputy Administrative Services Director	M46	10,440.32	10,962.34	11,510.46	12,085.98	12,690.28
Deputy City Manager	M54	12,448.55	13,070.97	13,724.52	14,410.75	15,131.29
Deputy Community Development Director	M46	10,440.32	10,962.34	11,510.46	12,085.98	12,690.28
Deputy Public Works Director	M46	10,440.32	10,962.34	11,510.46	12,085.98	12,690.28
Deputy Public Works Director/Utilities Manager	M49	11,022.36	11,573.48	12,152.15	12,759.76	13,397.75
Finance Analyst	M39	8,636.31	9,068.13	9,521.54	9,997.62	10,497.50
Finance Technician- Confidential	22	5,611.70	5,892.29	6,186.90	6,496.25	6,821.06
Fire Chief	M63	15,509.57	16,285.05	17,099.30	17,954.27	18,851.98
Human Resources Manager	M46	10,440.32	10,962.34	11,510.46	12,085.98	12,690.28
Planning Manager	M46	10,440.32	10,962.34	11,510.46	12,085.98	12,690.28
Police Chief	M64	15,887.85	16,682.24	17,516.35	18,392.17	19,311.78
Police Commander	M54	12,448.55	13,070.97	13,724.52	14,410.75	15,131.29
Public Works Analyst	M39	8,636.31	9,068.13	9,521.54	9,997.62	10,497.50
Public Works Director	M59	14,067.64	14,771.02	15,509.57	16,285.05	17,099.30
Public Works Operations Manager	M41	9,068.13	9,521.53	9,997.61	10,497.49	11,022.36
Recreation Supervisor	M28	6,601.73	6,931.82	7,278.41	7,642.33	8,024.45
Zoo Director	M46	10,440.32	10,962.34	11,510.46	12,085.98	12,690.28

Work Period

The normal work period for non-exempt employees shall be seven (7) days with a maximum non-overtime of forty (40) hours.

Overtime Rate

Overtime for non-exempt employees, shall be compensated at the rate of time and one-half the

regular rate of pay. All overtime shall be recorded and paid in the following manner:

1 to 15 minutes, overtime compensation – ¼ hour
16 to 30 minutes, overtime compensation – ½ hour
31 to 45 minutes, overtime compensation – ¾ hour
46 to 60 minutes, overtime compensation – 1 hour

Overtime Hours Paid

Overtime for non-exempt employees shall be paid after forty (40) hours worked in a work period. Paid time off shall be considered time worked for overtime purposes.

Schools/Training/Conferences

Hours traveling, studying, or evening classes, etc., when a non-exempt employee is attending an out-of-town school shall be paid in accordance with all FLSA provisions.

Compensatory Time (CT)

Notwithstanding the provisions of this section, non-exempt employees may be granted CT for overtime credit computed at time and one-half at the mutual convenience of the City and the employee. Non-exempt employees may accumulate a maximum of one hundred and twenty (120) hours in their CT account.

Scheduling Compensatory Time

Requests to use CT shall be granted with due regard for operational necessity such as staffing levels.

Deferred Compensation

The City will match an eligible employee's contribution to a deferred compensation program. The match will be up to a maximum of \$1,000 annually for executive management employees, \$500 annually for management employees, and \$250 annually for confidential employees. All deferred compensation contributions are fully vested in the employee and shall not be available to the City.

Bilingual Pay

The City shall pay an additional 2.5% of salary to those employees who are able to speak one of the top two non-English languages as defined by the U.S. Census. A testing mechanism mutually agreed to by both parties will be created to assess language abilities before qualifying for the incentive.

Longevity Exclusively as Section 457 Contribution

- i. For those active employees that have attained 10 years of continuous full time employment, the City, consistent with sections (b) through (f) below, shall deposit funds into a separate deferred compensation plan Section 457 account for each

employee at \$100 per year for each whole year of continuous full-time employment with the City.

- a. Only employees who have received an overall rating of “satisfactory” or better on their last evaluation on file will be eligible for the longevity 457 contribution.
- b. Whole years of full time employment shall be determined on September 1st of each year for each active employee.
- c. Fractions of a year will be rounded down to the nearest whole year.
- d. Based on title 2 of the California Code of Regulations Section 571, the annual City deferred contribution for longevity into the separate deferred compensation plan, will not be considered special compensation, will not be reported to CalPERS as compensation and will not be considered as compensation when calculating an employee’s retirement benefits. In the event that CalPERS at some time in the future determines that the longevity Section 457 Contribution meets the definition of “Special Compensation”, both parties agree to reopen negotiations related to the financial impacts and implementation of this issue.

Health Benefits

1. Effective January 1, 2025, for unit members who elect to have “Family” coverage, the City shall pay an amount not to exceed \$2,322.87 per month for employees electing Family coverage. The City contribution shall go toward the cost of all medical, dental, vision and life insurance benefit premiums for the unit member employee and dependents. City shall pay for increased costs to medical, dental, vision and life insurance premiums for the employee and fifty percent (50%) of increased costs for dependents based upon HMO plan costs.
2. Effective January 1, 2025, for unit members who elect to have “Employee +1” coverage, the City shall pay an amount not to exceed \$1,736.41 per month for employees electing Employee +1 coverage. The City contribution shall go toward the cost of all medical, dental, vision and life insurance benefit premiums for the unit member employee and dependent. City shall pay for increased costs to medical, dental, vision and life insurance premiums for the employee and fifty percent (50%) of increased costs for the dependent based upon HMO plan costs.
3. Effective January 1, 2025, for unit members who elect to have “Employee Only” coverage, the City shall pay amount not to exceed \$979.41 per month for employees electing Employee Only coverage. The City contribution shall go toward the cost of all medical, dental, vision and life insurance benefit premiums for the unit member employee for the term of this agreement. City shall pay for increased costs to medical, dental, vision and life insurance premiums for the employee based upon the HMO plan costs.

For unit members who elect to have “Employee Only” coverage, available funds remaining from the City’s contribution toward insurance coverage shall be paid to an employee hired on or before September 1, 2000 as additional compensation. This amount shall not exceed \$240.56 per month.

4. The City of Atascadero has established a Post Retirement Health Benefit for Executive Management and Council. The City agrees to reimburse the retiree for retiree and/or retiree’s dependent health (medical/dental/vision) insurance premiums, disability insurance, long-term health care or life insurance premiums in a method determined by the Administrative Services Director following retirement.

The program parameters are:

- ❑ The benefit is available upon retirement from PERS or other similar retirement program after age 50; and
- ❑ The employee must have served for a minimum of 8 years with the City of Atascadero. (Council serving consecutive full terms totaling 8 consecutive years shall be eligible regardless of swear in dates); and
- ❑ For employees hired after July 1, 2016 the employee must begin drawing retirement within 6 months of separating from the City of Atascadero; and
- ❑ The benefit extends between the date of retirement and age 65; and
- ❑ The current benefit is \$200.00 monthly.

Life Insurance

The City shall provide a term life insurance policy on each employee (Executive Management, Management, Confidential and Council) in the amount of Fifty-Thousand Dollars (\$50,000).

The City shall provide a term life insurance policy for each eligible dependent of Executive Management, Management and Confidential employees enrolled in health coverage in the amount of One Thousand Dollars (\$1,000) per dependent.

Long-Term Disability Insurance

The City shall provide a City-paid program to provide Long-Term Disability Insurance for Executive Management and Management employees.

State Disability Insurance

The City provides State Disability Insurance as a payroll deduction for each employee in the Confidential classification only. State Disability Insurance shall be integrated with sick leave with the objective of providing full compensation.

Leave

Administrative Leave

Executive Management Employees, and Management Employees will receive Administrative Leave, which will vest as of July 1 annually. Except as provided below, Administrative Leave will not be carried over or accrue from one fiscal year to the next. If an employee is unable to use his/her Administrative Leave prior to the end of the fiscal year for work related reasons beyond his/her control, said leave will be carried over into the next fiscal year for a period not to exceed three (3) months. Said time will be available to the employee for use during that period, but will not be accrued for the purpose of payoff in the event of termination. In the event an employee covered by this Agreement is employed after January 1 of the fiscal year, the employee shall be eligible for one half of their annual allotment of Administrative Leave. Employees shall receive Administrative Leave at the following annual rates:

- Executive Management shall receive 80 hours.
- Management Employees shall receive 48 hours.

Vacation Leave

- a. Employees shall receive vacation leave consistent with the Personnel System Rules.
- b. In addition to the vacation leave accrued as outlined in Section 15.2 B of the City of Atascadero Personnel System Rules, employees shall receive:
 - An additional two days of vacation annually upon completing 15 years of service for a total accrual of 22 days per year or 6.77 hours per pay period; and
 - Two more days of vacation annually upon completing 20 years of service for a total accrual of 24 days per year or 7.385 per pay period.

Holidays

The City shall recognize the following days as official City holidays:

<u>Holiday</u>	<u>Day Observed</u>
New Year's Day	January 1
Martin Luther King, Jr. Birthday	3rd Monday in January
Presidents' Day	3rd Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4th
Labor Day	1st Monday in September
Veteran's Day	November 11
Thanksgiving Day	4th Thursday in November
Day After Thanksgiving	Friday after Thanksgiving
Christmas Eve Day	December 24
Christmas Day	December 25
"Floating" Holiday	Off As Scheduled; Accrues January 1

Each unit member employed by the City as of January 1st of each year shall be eligible for one floating holiday (8 hours). Floating holidays must have prior department approval and shall be consistent with the efficient operation of the department. The floating holiday may be used between January 1 and December 31 of each year.

Sick Leave

1. Sick leave accumulates at a rate of 3.69 hours per pay period. There is no limit to the accumulation.
2. Stay Well Bonus. Employees with 384 or more hours of accumulated sick leave shall be eligible for the Stay Well Bonus. The Stay Well Bonus will be implemented as follows:
 - a. The sick leave pay-off will occur during the twelve- (12) month period beginning the first day after the second pay period in October and ending on the last day of the second pay period in October of the following year after an employee has accumulated and maintained 384 hours of sick leave.

- b. Once the eligibility requirements have been met, an employee may opt to receive a pay-off equal to one-third (1/3) of the unused annual allotment of sick leave. (The annual allotment is 95.94 hours).
 - c. Checks will be prepared by December 15 of each year.
3. Sick Leave Payback. When an executive management employee, a management employee or confidential employee terminates employment in good standing, after five (5) years of continuous service with the City of Atascadero in an executive management, management, or confidential position, as defined in this Resolution, he/she shall be paid one-half of his/her accumulated Sick Leave.
4. In any calendar year, up to two days (16 hours) of sick leave may be used for personal reasons without explanation. These days are not intended as vacation days and may not be used to extend vacations or holidays.

Bereavement Leave

Employees shall be granted bereavement leave pursuant to the City of Atascadero Personnel System Rules.

The City shall provide up to twenty-four (24) hours of paid bereavement leave for bereavement purposes. Bereavement purposes include (1) the death of a member of the employee's immediate family, (2) the critical illness of a member of the employee's immediate family where death appears to be imminent, and (3) reproductive loss. The amount of bereavement leave provided under this section is twenty four (24) hours per family member.

The employee may be required to submit proof of a relative's death or critical illness before final approval of leave is granted.

For purposes of this section, "immediate family" means: spouse or domestic partner, parent (including biological, foster, or adoptive parent, a stepparent, or a legal guardian), grandparent, grandchild, child (including biological, foster, or adopted child, a stepchild, a legal ward, a child of a domestic partner, or a child of a person standing in loco parentis), brother, sister, aunt, uncle, son-in-law, daughter-in-law, mother-in-law, father-in-law, brother-in-law, sister-in-law or significant other. Reproductive loss includes miscarriage, stillbirth, failed adoption, failed surrogacy or unsuccessful assisted reproduction. Reproductive loss leave time in excess of 20 days within a 12-month period will require additional Department Head approval.

Twenty-four (24) hours of the paid absence shall be considered "bereavement leave", and any remaining time shall be from other paid time off available to the employee. However, the employee may not use more than forty (40) hours of accrued sick leave for bereavement purposes.

Bereavement leave longer than forty (40) hours will require Department Head approval.

Retirement

CalPERS Non-Sworn Miscellaneous Members (as defined by CalPERS)

- a. Non-Sworn Miscellaneous Member employees (as defined by CalPERS) are provided retirement benefits through the California Public Employees Retirement System (CalPERS).

TIER 1

Non-sworn Miscellaneous Member employees hired on or before July 14, 2012 are provided benefits pursuant to the 2.5% @ 55 Benefit Formula (Government Code Section 21354.4), Final Compensation 1 Year (G.C. Section 20042) and Unused Sick Leave Credit (G.C. Section 20965). The City will pay 3.3% (three point three percent) of the Non-sworn Miscellaneous Member employee contribution of 8% (eight percent). Non-sworn Miscellaneous Member employees will pay the remaining 4.7% (four point seven percent) of the employee contribution.

TIER 2

Non-sworn Miscellaneous Member employees hired between July 14, 2012 and December 31, 2012, and Non-sworn Miscellaneous Member employees hired on or after January 1, 2013 who meet the definition of a Classic Member under CalPERS, are provided benefits pursuant to the 2% @ 55 Benefit Formula (G.C. Section 21354), Final Compensation 3 Year (G.C. Section 20037) and Unused Sick Leave Credit (G.C. Section 20965). The City will pay 2.3% (two point three percent) of the Non-sworn Miscellaneous Member employee contribution of 7% (seven percent). Non-sworn Miscellaneous Member employees will pay the remaining 4.7% (four point seven percent) of the employee contribution.

TIER 3

Pursuant to the California Public Employees' Pension Reform Act of 2013 (PEPRA), Non-sworn Miscellaneous Member employees hired on or after January 1, 2013 who meet the definition of a CalPERS new member under PEPRA are provided benefits pursuant to 2% @ 62 Benefit Formula (G.C. Section 7522.20) with Final Compensation 3 Year (G.C. Section 20037). The Non-sworn Miscellaneous Member employee will pay a member contribution rate of 50% (fifty percent) of the expected normal cost rate.

- b. The City shall provide CalPERS the Post Retirement Survivor benefit for Miscellaneous Members.
- c. Employee contributions shall be contributed to CalPERS on a pre-tax basis.

CalPERS Sworn Safety Members (as defined by CalPERS)

- a. Sworn Safety Member employees (as defined by CalPERS) are provided retirement benefits through the California Public Employees Retirement System (CalPERS).

TIER 1

Sworn Safety Member employees hired on or before July 14, 2012 are provided benefits pursuant to the 3% @ 50 Benefit Formula (Government Code Section 21362.2), Final Compensation 1 Year (G.C. Section 20042) and Unused Sick Leave Credit (G.C. Section 20965). The City will pay 0% (zero percent) of the Sworn Safety Member employee contribution of 9% (nine percent). Sworn Safety Member employees will pay the employee contribution of 9% (nine percent).

TIER 2

Sworn Safety Member employees hired between July 14, 2012 and December 31, 2012, and Sworn Safety Member employees hired on or after January 1, 2013 who meet the definition of a Classic Member under CalPERS, are provided benefits pursuant to the 3% @ 55 Benefit Formula (G.C. Section 21363.1), Final Compensation 3 Year (G.C. Section 20037) and Unused Sick Leave Credit (G.C. Section 20965). The City will pay 0% (zero percent) of the Sworn Safety Member employee contribution of 9% (nine percent). Sworn Safety Member employees will pay the employee contribution of 9% (nine percent).

TIER 3

Pursuant to the California Public Employees' Pension Reform Act of 2013 (PEPRA), Sworn Safety Member employees including hired on or after January 1, 2013 who meet the definition of a CalPERS new member under PEPRA are provided benefits pursuant to the 2.7% @ 57 Benefit Formula (G.C. Section 7522.25(d)) with Final Compensation 3 Year (G.C. Section 20037). The Sworn Safety Member employee will pay a member contribution rate of 50% (fifty percent) of the expected normal cost rate.

- b. The CalPERS retirement for Sworn Safety Members (as defined by CalPERS) includes Level Four (4) of the 1959 Survivor's Benefit. The employees shall pay the monthly cost of the benefit.
- c. Employee contributions shall be contributed to CalPERS on a pre-tax basis.

Education Incentive Pay

Employees shall be reimbursed up to \$1,600.00 per fiscal year for books, tuition and related educational expenses, including hotel, mileage or travel related expenses, for attending college or other professional training, providing the coursework is job-related, and the employee received a passing grade. All reimbursements must follow the restrictions outlined in the Purchasing Policy.

Gym and fitness memberships: The City will reimburse employees up to 50% of costs to a maximum of \$600 per fiscal year for gym memberships, fitness training classes, jiu jitsu, other similar classes, or memberships as approved by the City Manager in advance. Employee must submit membership or class description, receipts or other proof of cost, and proof of employee payment in order to receive reimbursement. This program is voluntary and employees will participate on their own time without compensation from the City.

Uniform/Safety Equipment Allowance

- a. The City shall provide an annual uniform allowance of one thousand two hundred (\$1,200) for Police Chief and Commanders, and nine hundred fifteen (\$915) for the Fire Chief and Battalion Chiefs. Upon initial hire the employee will receive \$1,200/\$915. In the second year the amount will be prorated based upon the actual number of months employed in the prior year. When an employee separates from the City the Uniform Allowance will be prorated based upon the number of months worked in the then current fiscal year.
- b. The City will make a lump sum payment of the uniform allowance no later than the second payday in July.
- c. Uniforms damaged on duty shall be replaced as prorated by the Chiefs. Employees are required

to seek reimbursement through the courts with all practical diligence.

- d. The City shall make available a bulletproof vest. Employees requesting a vest shall certify that they will wear the vest at all times, except in extreme climatic conditions. Vests shall be replaced or refurbished on an as needed basis as determined by the Chief of Police. Employees already owning a vest shall continue to use them until repair or refurbishment becomes necessary, as determined by the Chief of Police.
- e. Rain boots - The City shall comply with the requirements of CAL/OSHA as it relates to providing rain gear including rain boots.

Commitment to Fair and Reasonable Changes to the CalPERS System

The interests of the City and the employees whose positions are covered under this resolution are generally aligned: both seek fair and reasonable changes to the CalPERS system to ensure long-term sustainability of the system. Needed State-level changes acceptable to both executive management and City labor groups are most likely to be initiated by CalPERS member agencies and labor, working collaboratively.

City and the employees covered under this resolution hereby jointly commit to:

- Request state-level membership organizations (e.g., the League of California Cities, state-wide labor affiliates) to alert and engage members, to make this issue a priority, and encourage committing to a set of collaborative solutions;
- Encourage, educate, and engage peers (e.g., other cities, other labor groups) to make this issue a priority and to lend their voice to our request to state-level membership organizations;
- Jointly analyze options with an open mind as to potential solutions; and
- Other potential collaborative efforts as they arise.

PASSED AND ADOPTED at a regular meeting of the City Council held on the ____th day of June, 2025.

On motion by _____ and seconded by _____, the foregoing Resolution is hereby adopted in its entirety on the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

CITY OF ATASCADERO

Charles Bourbeau, Mayor

ATTEST:

Lara K. Christensen, City Clerk

Side Letter of Agreement
City of Atascadero
And
Local 620 Service Employees International Union Atascadero
Chapter

June 24, 2025

Pursuant to the provisions of the Meyers-Milias-Brown Act (“MMBA”), and Sections 1.4.b and 6.2 of the Memorandum of Understanding (“MOU”) between the City of Atascadero (“City”) and the Local 620 Service Employees International Union Atascadero Chapter (“Union”) effective July 1, 2024 through June 30, 2027 (“MOU”), as amended by Side Letter dated 10/22/24, this Side Letter of Agreement (“Side Letter Agreement”) is entered into on July 1, 2025, between the City and the Union as an amendment to the MOU. The Union and the City are collectively referred to herein as the “parties.” It is understood and agreed that the specific provisions contained in this Side Letter Agreement shall supersede any previous agreements, whether oral and written, regarding the matters contained herein. Except as provided herein, all wages, hours and other terms and conditions of employment presently enjoyed by the Union in the MOU shall remain in full force and effect.

The City and Union have met and conferred in good faith concerning the terms and conditions of this Side Letter Agreement and its implementation and agree to the following changes:

Section 1.2 Recognition:

- a. Changes to classifications that the Union is the recognized and exclusive representative for are as follows:
 - Maintenance Supervisor
 - Lead Wastewater Treatment Plant Operator

Section 4.1 Salary:

The following monthly salaries are effective July 1, 2025:

SALARY WORKSHEET**MONTHLY SALARY**

Effective July 1, 2025

CLASSIFICATION	RANGE	STEP A	STEP B	STEP C	STEP D	STEP E
Lead WWTP Operator	31	6,783.90	7,123.10	7,479.26	7,853.22	8,245.88
Maintenance Supervisor	25	5,860.19	6,153.20	6,460.86	6,783.90	7,123.10

The following monthly salaries are effective July 1, 2026:

SALARY WORKSHEET**MONTHLY SALARY**

Effective July 1, 2026

CLASSIFICATION	RANGE	STEP A	STEP B	STEP C	STEP D	STEP E
Lead WWTP Operator	31	6,987.41	7,336.78	7,703.62	8,088.80	8,493.24
Maintenance Supervisor	25	6,035.99	6,337.79	6,654.68	6,987.41	7,336.78

Section 4.10 Work Shoes:

Changes to classifications that the City shall contribute Two Hundred and Fifty (\$250.00) Dollars per fiscal year for the purchase of appropriate footwear to are as follows:

- Maintenance Supervisor
- Lead Wastewater Treatment Plant Operator

Section 4.12 Certifications:

Employees in the position of WWTP OIT, WWTP OI, WWTP OII and **Lead WWTP O** holding Grade certifications received and maintained from the California State Water Resources Control Board and/or the California Water Environment Association above what is required by their job description, shall receive 1% certification pay incentive on top of their base wages.

With approval of the Public Works Director, employees in the position of WWTP OIT, WWTP OI, WWTP OII, **Lead Wastewater Treatment Plant Operator**, Maintenance Worker I, Maintenance Worker II, Lead Maintenance Worker and **Maintenance Supervisor** who hold a valid Class A or Class B California driver's license, maintain a valid Medical Examiner's Certificate and are cleared by the Federal Motor Carrier Safety Administration Clearinghouse shall receive 1% certification pay incentive on top of their base wages. This certification pay is subject to City operational needs and may be stopped or denied at the discretion of the City Manager.

Certification pay shall cease in the event an employee loses the certification for which it was earned. Employees will be eligible for no more than two (2) certification pays (total of 2%).

This language shall be in effect beginning July 1, 2025.

For the City of Atascadero:

For SEIU Local 620:

James R Lewis Date
City Manager

Nicole Bryant Date

SEIU Date

MONTHLY SALARY**Approved June XX, 2025****Effective July 1, 2025**

CLASSIFICATION	STEP A	STEP B	STEP C	STEP D	STEP E
Account Clerk II	4,372.96	4,591.61	4,821.19	5,062.25	5,315.36
Accounting Specialist - Confidential	6,006.69	6,307.02	6,622.37	6,953.49	7,301.16
Administrative Assistant	5,188.81	5,448.25	5,720.66	6,006.69	6,307.02
Administrative Assistant - Confidential	5,448.25	5,720.66	6,006.69	6,307.02	6,622.37
Administrative Services Director	13,657.92	14,340.82	15,057.86	15,810.75	16,601.29
Assistant City Manager	13,657.92	14,340.82	15,057.86	15,810.75	16,601.29
Assistant Planner	6,006.69	6,307.02	6,622.37	6,953.49	7,301.16
Associate Civil Engineer	7,985.50	8,384.78	8,804.02	9,244.22	9,706.43
Associate Civil Engineer - Registered	8,804.02	9,244.22	9,706.43	10,191.75	10,701.34
Associate Planner	6,783.90	7,123.10	7,479.26	7,853.22	8,245.88
Battalion Chief	11,798.23	12,388.14	13,007.55	13,657.93	14,340.83
Building Inspector I	5,860.19	6,153.20	6,460.86	6,783.90	7,123.10
Building Inspector II	6,622.37	6,953.49	7,301.16	7,666.22	8,049.53
Building Permit Technician	4,821.19	5,062.25	5,315.36	5,581.13	5,860.19
Chief Building Official	9,943.17	10,440.32	10,962.34	11,510.46	12,085.98
City Manager	19,218.07	20,178.97	21,187.92	22,247.32	23,359.69
Code Enforcement Officer	5,860.19	6,153.20	6,460.86	6,783.90	7,123.10
Community Development Director	13,324.79	13,991.03	14,690.58	15,425.11	16,196.37
Community Services & Promotions Director	13,007.55	13,657.92	14,340.82	15,057.86	15,810.75
Community Services Officer	4,773.73	5,012.42	5,263.04	5,526.19	5,802.50
Deputy Administrative Services Director	9,943.17	10,440.32	10,962.34	11,510.46	12,085.98
Deputy City Manager	12,085.98	12,690.28	13,324.79	13,991.03	14,690.58
Deputy Community Development Director	9,943.17	10,440.32	10,962.34	11,510.46	12,085.98
Deputy Public Works Director	9,943.17	10,440.32	10,962.34	11,510.46	12,085.98
Deputy Public Works Director/Utilities Manager	10,701.34	11,236.41	11,798.23	12,388.14	13,007.55
Finance Analyst	7,985.50	8,384.78	8,804.02	9,244.22	9,706.43
Finance Technician	5,315.36	5,581.13	5,860.19	6,153.20	6,460.86
Finance Technician- Confidential	5,448.25	5,720.66	6,006.69	6,307.02	6,622.37
Fire Captain	8,587.80	9,017.19	9,468.05	9,941.45	10,438.52
Fire Captain Specialist I	8,759.56	9,197.54	9,657.42	10,140.29	10,647.30
Fire Captain Specialist II	8,931.31	9,377.88	9,846.77	10,339.11	10,856.07
Fire Captain/Paramedic	9,618.34	10,099.26	10,604.22	11,134.43	11,691.15
Fire Captain/Paramedic/Specialist I	9,790.09	10,279.59	10,793.57	11,333.25	11,899.91
Fire Captain/Paramedic/Specialist II	9,961.85	10,459.94	10,982.94	11,532.09	12,108.69
Fire Chief	15,057.86	15,810.75	16,601.29	17,431.35	18,302.92
Fire Engineer	7,241.85	7,603.94	7,984.14	8,383.35	8,802.52
Fire Engineer Specialist I	7,386.69	7,756.02	8,143.82	8,551.01	8,978.56
Fire Engineer Specialist II	7,531.52	7,908.10	8,303.51	8,718.69	9,154.62
Fire Engineer/OIC	7,386.69	7,756.02	8,143.82	8,551.01	8,978.56
Fire Engineer/OIC/Specialist I	7,531.52	7,908.10	8,303.51	8,718.69	9,154.62
Fire Engineer/OIC/Specialist II	7,676.36	8,060.18	8,463.19	8,886.35	9,330.67
Fire Engineer/Paramedic	8,110.87	8,516.41	8,942.23	9,389.34	9,858.81

Fire Engineer/Paramedic/OIC	8,255.71	8,668.50	9,101.93	9,557.03	10,034.88
Fire Engineer/Paramedic/OIC/Specialist I	8,400.55	8,820.58	9,261.61	9,724.69	10,210.92
Fire Engineer/Paramedic/OIC/Specialist II	8,545.38	8,972.65	9,421.28	9,892.34	10,386.96
Fire Engineer/Paramedic/Specialist I	8,255.71	8,668.50	9,101.93	9,557.03	10,034.88
Fire Engineer/Paramedic/Specialist II	8,400.55	8,820.58	9,261.61	9,724.69	10,210.92
Firefighter	6,728.77	7,065.21	7,418.47	7,789.39	8,178.86
Firefighter Specialist I	6,863.35	7,206.52	7,566.85	7,945.19	8,342.45
Firefighter Specialist II	6,997.92	7,347.82	7,715.21	8,100.97	8,506.02
Firefighter/FEO	6,863.35	7,206.52	7,566.85	7,945.19	8,342.45
Firefighter/FEO/Specialist I	6,997.92	7,347.82	7,715.21	8,100.97	8,506.02
Firefighter/FEO/Specialist II	7,132.50	7,489.13	7,863.59	8,256.77	8,669.61
Firefighter/Paramedic	7,536.22	7,913.03	8,308.68	8,724.11	9,160.32
Firefighter/Paramedic/FEO	7,670.80	8,054.34	8,457.06	8,879.91	9,323.91
Firefighter/Paramedic/FEO/Specialist I	7,805.37	8,195.64	8,605.42	9,035.69	9,487.47
Firefighter/Paramedic/FEO/Specialist II	7,939.95	8,336.95	8,753.80	9,191.49	9,651.06
Firefighter/Paramedic/Specialist I	7,670.80	8,054.34	8,457.06	8,879.91	9,323.91
Firefighter/Paramedic/Specialist II	7,805.37	8,195.64	8,605.42	9,035.69	9,487.47
GIS Business Analyst	6,622.37	6,953.49	7,301.16	7,666.22	8,049.53
Human Resources Manager	9,943.17	10,440.32	10,962.34	11,510.46	12,085.98
Inspector	5,448.25	5,720.66	6,006.69	6,307.02	6,622.37
Lead Maintenance Worker	5,062.25	5,315.36	5,581.13	5,860.19	6,153.20
Lead WWTP Operator	6,783.90	7,123.10	7,479.26	7,853.22	8,245.88
Lead Zookeeper	4,941.72	5,188.81	5,448.25	5,720.66	6,006.69
Maintenance Supervisor	5,860.19	6,153.20	6,460.86	6,783.90	7,123.10
Maintenance Worker I	3,966.40	4,164.72	4,372.96	4,591.61	4,821.19
Maintenance Worker II	4,591.61	4,821.19	5,062.25	5,315.36	5,581.13
Office Assistant II	4,065.57	4,268.85	4,482.29	4,706.40	4,941.72
Office Assistant III	4,372.96	4,591.61	4,821.19	5,062.25	5,315.36
Planning Manager	9,943.17	10,440.32	10,962.34	11,510.46	12,085.98
Plans Examiner/Building Inspector	6,783.90	7,123.10	7,479.26	7,853.22	8,245.88
Police Chief	15,425.11	16,196.37	17,006.19	17,856.50	18,749.33
Police Commander	12,085.98	12,690.28	13,324.79	13,991.03	14,690.58
Police Corporal	8,123.90	8,530.10	8,956.61	9,404.44	9,874.66
Police Corporal - Intermediate POST	8,327.00	8,743.35	9,180.52	9,639.55	10,121.53
Police Corporal- Advanced POST	8,530.10	8,956.61	9,404.44	9,874.66	10,368.39
Police Level 3 Reserve Officer	7,459.00	7,831.95	n/a	n/a	n/a
Police Officer	7,459.00	7,831.95	8,223.55	8,634.73	9,066.47
Police Officer - Advanced POST	7,831.95	8,223.55	8,634.73	9,066.47	9,519.79
Police Officer - Intermediate POST	7,645.48	8,027.75	8,429.14	8,850.60	9,293.13
Police Officer Recruit	5,802.50	n/a	n/a	n/a	n/a
Police Records Clerk	5,188.81	5,448.25	5,720.66	6,006.69	6,307.02
Police Records Supervisor	6,783.90	7,123.10	7,479.26	7,853.22	8,245.88
Police Sergeant	9,718.58	10,204.51	10,714.74	11,250.48	11,813.00
Police Sergeant - Advanced POST	9,961.54	10,459.62	10,982.60	11,531.73	12,108.32
Police Sergeant - Supervisory POST	10,204.51	10,714.74	11,250.48	11,813.00	12,403.65
Public Safety Dispatch Supervisor	7,405.63	7,775.91	8,164.71	8,572.95	9,001.60
Public Safety Dispatch Supervisor - EMD	7,455.63	7,828.41	8,219.84	8,630.84	9,062.38

Public Safety Dispatch Supervisor - EMD with Longevity	7,825.91	8,217.21	8,628.08	9,059.49	9,512.46
Public Safety Dispatch Supervisor w/ Longevity	7,775.91	8,164.71	8,572.95	9,001.60	9,451.68
Public Safety Dispatcher	5,802.50	6,092.63	6,397.26	6,717.12	7,052.98
Public Safety Dispatcher - EMD	5,852.50	6,145.13	6,452.39	6,775.01	7,113.76
Public Safety Dispatcher - EMD with Longevity	6,142.63	6,449.76	6,772.25	7,110.87	7,466.41
Public Safety Dispatcher w/Longevity	6,092.63	6,397.26	6,717.12	7,052.98	7,405.63
Public Works Analyst	7,985.50	8,384.78	8,804.02	9,244.22	9,706.43
Public Works Director	13,657.92	14,340.82	15,057.86	15,810.75	16,601.29
Public Works Inspector	6,153.20	6,460.86	6,783.90	7,123.10	7,479.26
Public Works Operations Manager	8,804.02	9,244.22	9,706.43	10,191.75	10,701.34
Recreation Coordinator	5,188.81	5,448.25	5,720.66	6,006.69	6,307.02
Recreation Supervisor	6,409.45	6,729.92	7,066.42	7,419.74	7,790.73
Senior Building Inspector	7,479.26	7,853.22	8,245.88	8,658.17	9,091.08
Senior Planner	5,448.25	5,720.66	6,006.69	6,307.02	6,622.37
Senior Property Evidence Specialist	7,700.40	8,085.42	8,489.69	8,914.17	9,359.88
Senior Property Evidence Specialist - EMD	7,750.40	8,137.92	8,544.82	8,972.06	9,420.66
Senior Property Evidence Specialist - EMD with Longevity	8,135.42	8,542.19	8,969.30	9,417.77	9,888.65
Senior Property Evidence Specialist w/Longevity	8,085.42	8,489.69	8,914.17	9,359.88	9,827.87
Senior Recreation Coordinator	5,720.66	6,006.69	6,307.02	6,622.37	6,953.49
Systems Administrator III	7,666.22	8,049.53	8,452.01	8,874.61	9,318.34
Technical Support Specialist II	5,315.36	5,581.13	5,860.19	6,153.20	6,460.86
Website and Social Media Technician	5,188.81	5,448.25	5,720.66	6,006.69	6,307.02
WWTP Operator I	5,062.25	5,315.36	5,581.13	5,860.19	6,153.20
WWTP Operator II	5,860.19	6,153.20	6,460.86	6,783.90	7,123.10
WWTP Operator in Training	4,372.96	4,591.61	4,821.19	5,062.25	5,315.36
Zoo Director	9,943.17	10,440.32	10,962.34	11,510.46	12,085.98
Zoo Education Curator	3,966.40	4,164.72	4,372.96	4,591.61	4,821.19
Zoo Supervisor	5,188.81	5,448.25	5,720.66	6,006.69	6,307.02
Zookeeper I	3,966.40	4,164.72	4,372.96	4,591.61	4,821.19

MONTHLY SALARY**Approved June XX, 2025****Effective July 1, 2026**

CLASSIFICATION	STEP A	STEP B	STEP C	STEP D	STEP E
Account Clerk II	4,504.14	4,729.35	4,965.82	5,214.11	5,474.82
Accounting Specialist - Confidential	6,186.89	6,496.23	6,821.04	7,162.09	7,520.19
Administrative Assistant	5,344.49	5,611.71	5,892.30	6,186.92	6,496.27
Administrative Assistant - Confidential	5,611.70	5,892.29	6,186.90	6,496.25	6,821.06
Administrative Services Director	14,067.64	14,771.02	15,509.57	16,285.05	17,099.30
Assistant City Manager	14,067.64	14,771.02	15,509.57	16,285.05	17,099.30
Assistant Planner	6,186.92	6,496.27	6,821.08	7,162.13	7,520.24
Associate Civil Engineer	8,225.06	8,636.31	9,068.13	9,521.54	9,997.62
Associate Civil Engineer - Registered	9,068.13	9,521.53	9,997.61	10,497.49	11,022.36
Associate Planner	6,987.41	7,336.78	7,703.62	8,088.80	8,493.24
Battalion Chief	12,152.16	12,759.76	13,397.75	14,067.64	14,771.02
Building Inspector I	6,035.99	6,337.79	6,654.68	6,987.41	7,336.78
Building Inspector II	6,821.08	7,162.13	7,520.24	7,896.25	8,291.06
Building Permit Technician	4,965.82	5,214.11	5,474.82	5,748.56	6,035.99
Chief Building Official	10,440.32	10,962.34	11,510.46	12,085.98	12,690.28
City Manager	19,794.58	20,784.31	21,823.53	22,914.71	24,060.45
Code Enforcement Officer	6,035.99	6,337.79	6,654.68	6,987.41	7,336.78
Community Development Director	13,724.52	14,410.75	15,131.29	15,887.85	16,682.24
Community Services & Promotions Director	13,397.75	14,067.64	14,771.02	15,509.57	16,285.05
Community Services Officer	4,916.93	5,162.78	5,420.92	5,691.97	5,976.57
Deputy Administrative Services Director	10,440.32	10,962.34	11,510.46	12,085.98	12,690.28
Deputy City Manager	12,448.55	13,070.97	13,724.52	14,410.75	15,131.29
Deputy Community Development Director	10,440.32	10,962.34	11,510.46	12,085.98	12,690.28
Deputy Public Works Director	10,440.32	10,962.34	11,510.46	12,085.98	12,690.28
Deputy Public Works Director/Utilities Manager	11,022.36	11,573.48	12,152.15	12,759.76	13,397.75
Finance Analyst	8,636.31	9,068.13	9,521.54	9,997.62	10,497.50
Finance Technician	5,474.82	5,748.56	6,035.99	6,337.79	6,654.68
Finance Technician- Confidential	5,611.70	5,892.29	6,186.90	6,496.25	6,821.06
Fire Captain	8,587.80	9,017.19	9,468.05	9,941.45	10,438.52
Fire Captain Specialist I	8,759.56	9,197.54	9,657.42	10,140.29	10,647.30
Fire Captain Specialist II	8,931.31	9,377.88	9,846.77	10,339.11	10,856.07
Fire Captain/Paramedic	9,618.34	10,099.26	10,604.22	11,134.43	11,691.15
Fire Captain/Paramedic/Specialist I	9,790.09	10,279.59	10,793.57	11,333.25	11,899.91
Fire Captain/Paramedic/Specialist II	9,961.85	10,459.94	10,982.94	11,532.09	12,108.69
Fire Chief	15,509.57	16,285.05	17,099.30	17,954.27	18,851.98
Fire Engineer	7,241.85	7,603.94	7,984.14	8,383.35	8,802.52
Fire Engineer Specialist I	7,386.69	7,756.02	8,143.82	8,551.01	8,978.56
Fire Engineer Specialist II	7,531.52	7,908.10	8,303.51	8,718.69	9,154.62
Fire Engineer/OIC	7,386.69	7,756.02	8,143.82	8,551.01	8,978.56
Fire Engineer/OIC/Specialist I	7,531.52	7,908.10	8,303.51	8,718.69	9,154.62
Fire Engineer/OIC/Specialist II	7,676.36	8,060.18	8,463.19	8,886.35	9,330.67
Fire Engineer/Paramedic	8,110.87	8,516.41	8,942.23	9,389.34	9,858.81

Fire Engineer/Paramedic/OIC	8,255.71	8,668.50	9,101.93	9,557.03	10,034.88
Fire Engineer/Paramedic/OIC/Specialist I	8,400.55	8,820.58	9,261.61	9,724.69	10,210.92
Fire Engineer/Paramedic/OIC/Specialist II	8,545.38	8,972.65	9,421.28	9,892.34	10,386.96
Fire Engineer/Paramedic/Specialist I	8,255.71	8,668.50	9,101.93	9,557.03	10,034.88
Fire Engineer/Paramedic/Specialist II	8,400.55	8,820.58	9,261.61	9,724.69	10,210.92
Firefighter	6,728.77	7,065.21	7,418.47	7,789.39	8,178.86
Firefighter Specialist I	6,863.35	7,206.52	7,566.85	7,945.19	8,342.45
Firefighter Specialist II	6,997.92	7,347.82	7,715.21	8,100.97	8,506.02
Firefighter/FEO	6,863.35	7,206.52	7,566.85	7,945.19	8,342.45
Firefighter/FEO/Specialist I	6,997.92	7,347.82	7,715.21	8,100.97	8,506.02
Firefighter/FEO/Specialist II	7,132.50	7,489.13	7,863.59	8,256.77	8,669.61
Firefighter/Paramedic	7,536.22	7,913.03	8,308.68	8,724.11	9,160.32
Firefighter/Paramedic/FEO	7,670.80	8,054.34	8,457.06	8,879.91	9,323.91
Firefighter/Paramedic/FEO/Specialist I	7,805.37	8,195.64	8,605.42	9,035.69	9,487.47
Firefighter/Paramedic/FEO/Specialist II	7,939.95	8,336.95	8,753.80	9,191.49	9,651.06
Firefighter/Paramedic/Specialist I	7,670.80	8,054.34	8,457.06	8,879.91	9,323.91
Firefighter/Paramedic/Specialist II	7,805.37	8,195.64	8,605.42	9,035.69	9,487.47
GIS Business Analyst	6,821.08	7,162.13	7,520.24	7,896.25	8,291.06
Human Resources Manager	10,440.32	10,962.34	11,510.46	12,085.98	12,690.28
Inspector	5,611.71	5,892.30	6,186.92	6,496.27	6,821.08
Lead Maintenance Worker	5,214.11	5,474.82	5,748.56	6,035.99	6,337.79
Lead WWTP Operator	6,987.41	7,336.78	7,703.62	8,088.80	8,493.24
Lead Zookeeper	5,089.99	5,344.49	5,611.71	5,892.30	6,186.92
Maintenance Supervisor	6,035.99	6,337.79	6,654.68	6,987.41	7,336.78
Maintenance Worker I	4,085.39	4,289.66	4,504.14	4,729.35	4,965.82
Maintenance Worker II	4,729.35	4,965.82	5,214.11	5,474.82	5,748.56
Office Assistant II	4,187.54	4,396.92	4,616.77	4,847.61	5,089.99
Office Assistant III	4,504.14	4,729.35	4,965.82	5,214.11	5,474.82
Planning Manager	10,440.32	10,962.34	11,510.46	12,085.98	12,690.28
Plans Examiner/Building Inspector	6,987.41	7,336.78	7,703.62	8,088.80	8,493.24
Police Chief	15,887.85	16,682.24	17,516.35	18,392.17	19,311.78
Police Commander	12,448.55	13,070.97	13,724.52	14,410.75	15,131.29
Police Corporal	8,327.00	8,743.35	9,180.52	9,639.55	10,121.53
Police Corporal - Intermediate POST	8,535.18	8,961.94	9,410.04	9,880.54	10,374.57
Police Corporal- Advanced POST	8,743.35	9,180.52	9,639.55	10,121.53	10,627.61
Police Level 3 Reserve Officer	7,682.77	8,066.91	n/a	n/a	n/a
Police Officer	7,682.77	8,066.91	8,470.26	8,893.77	9,338.46
Police Officer - Advanced POST	8,066.91	8,470.26	8,893.77	9,338.46	9,805.38
Police Officer - Intermediate POST	7,874.84	8,268.58	8,682.01	9,116.11	9,571.92
Police Officer Recruit	5,976.57	n/a	n/a	n/a	n/a
Police Records Clerk	5,344.49	5,611.71	5,892.30	6,186.92	6,496.27
Police Records Supervisor	6,987.41	7,336.78	7,703.62	8,088.80	8,493.24
Police Sergeant	10,010.14	10,510.65	11,036.18	11,587.99	12,167.39
Police Sergeant - Advanced POST	10,260.39	10,773.41	11,312.08	11,877.68	12,471.56
Police Sergeant - Supervisory POST	10,510.65	11,036.18	11,587.99	12,167.39	12,775.76
Public Safety Dispatch Supervisor	7,627.79	8,009.18	8,409.64	8,830.12	9,271.63
Public Safety Dispatch Supervisor - EMD	7,677.79	8,061.68	8,464.77	8,888.01	9,332.41

Public Safety Dispatch Supervisor - EMD with Longevity	8,059.18	8,462.14	8,885.25	9,329.52	9,795.99
Public Safety Dispatch Supervisor w/ Longevity	8,009.18	8,409.64	8,830.12	9,271.63	9,735.21
Public Safety Dispatcher	5,976.57	6,275.40	6,589.17	6,918.63	7,264.56
Public Safety Dispatcher - EMD	6,026.57	6,327.90	6,644.30	6,976.52	7,325.34
Public Safety Dispatcher - EMD with Longevity	6,325.40	6,641.67	6,973.76	7,322.45	7,688.57
Public Safety Dispatcher w/Longevity	6,275.40	6,589.17	6,918.63	7,264.56	7,627.79
Public Works Analyst	8,636.31	9,068.13	9,521.54	9,997.62	10,497.50
Public Works Director	14,067.64	14,771.02	15,509.57	16,285.05	17,099.30
Public Works Inspector	6,337.79	6,654.68	6,987.41	7,336.78	7,703.62
Public Works Operations Manager	9,068.13	9,521.53	9,997.61	10,497.49	11,022.36
Recreation Coordinator	5,344.49	5,611.71	5,892.30	6,186.92	6,496.27
Recreation Supervisor	6,601.73	6,931.82	7,278.41	7,642.33	8,024.45
Senior Building Inspector	7,703.62	8,088.80	8,493.24	8,917.90	9,363.80
Senior Planner	5,611.71	5,892.30	6,186.92	6,496.27	6,821.08
Senior Property Evidence Specialist	7,892.91	8,287.56	8,701.94	9,137.04	9,593.89
Senior Property Evidence Specialist - EMD	7,942.91	8,340.06	8,757.07	9,194.93	9,654.67
Senior Property Evidence Specialist - EMD with Longevity	8,337.56	8,754.44	9,192.17	9,651.78	10,134.36
Senior Property Evidence Specialist w/Longevity	8,287.56	8,701.94	9,137.04	9,593.89	10,073.58
Senior Recreation Coordinator	5,892.30	6,186.92	6,496.27	6,821.08	7,162.13
Systems Administrator III	7,896.25	8,291.06	8,705.61	9,140.89	9,597.93
Technical Support Specialist II	5,474.82	5,748.56	6,035.99	6,337.79	6,654.68
Website and Social Media Technician	5,344.49	5,611.71	5,892.30	6,186.92	6,496.27
WWTP Operator I	5,214.11	5,474.82	5,748.56	6,035.99	6,337.79
WWTP Operator II	6,035.99	6,337.79	6,654.68	6,987.41	7,336.78
WWTP Operator in Training	4,504.14	4,729.35	4,965.82	5,214.11	5,474.82
Zoo Director	10,440.32	10,962.34	11,510.46	12,085.98	12,690.28
Zoo Education Curator	4,085.39	4,289.66	4,504.14	4,729.35	4,965.82
Zoo Supervisor	5,344.49	5,611.71	5,892.30	6,186.92	6,496.27
Zookeeper I	4,085.39	4,289.66	4,504.14	4,729.35	4,965.82

EMPLOYMENT AGREEMENT ASSISTANT CITY MANAGER

THIS AGREEMENT, (hereinafter referred to as the “Agreement”) was made and entered into the July 1, 2025 by and between the City of Atascadero, County of San Luis Obispo, State of California, a municipal corporation (hereinafter referred to as the “City”) and Lara Christensen (hereinafter referred to as “Christensen”).

SECTION 1 EMPLOYMENT

A. The City agrees to and shall employ Christensen as the Assistant City Manager of the City of Atascadero. Christensen agrees to perform the functions and duties of the position of Assistant City Manager of the City of Atascadero as described by state law, the Municipal Code of the City of Atascadero, the job description of the position of Assistant City Manager as developed by the City Manager of the City, and all other duties and functions as the City Manager of the City shall from time to time assign.

B. Christensen agrees to perform all such functions and duties to the best of her abilities and in a competent and efficient manner. Christensen agrees to focus her full professional time, ability and attention to City business during the term of this Agreement and agrees not to engage in any other business pursuits whatsoever or, directly or indirectly, render any services of a business, commercial or professional nature to any other person or organization, whether for compensation or otherwise, without the prior written consent of the City Manager.

SECTION 2 TERM

A. Christensen shall serve at the will and pleasure of the City Manager. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the City Manager to terminate the employment of Christensen at any time and for any reason, or for no reason, subject only to the provisions specified in Section 3 of this Agreement.

B. This Agreement shall become effective on July 1, 2025, and unless otherwise terminated under the provisions of Section 3, shall remain in effect indefinitely.

C. Nothing in this Section shall or is intended to prevent, limit or otherwise interfere with the right of the City or Christensen to terminate the employment of Christensen prior to the expiration of this Agreement, or any extension thereof, in accordance with Section 3 of this Agreement.

SECTION 3 TERMINATION

A. The City Manager and Christensen may agree mutually in writing to terminate Christensen's employment.

B. The City may terminate Christensen's employment at any time without cause. In the event that Christensen is terminated by the City, and Christensen is otherwise ready, willing and able to perform her duties under this Agreement, the City shall pay Christensen severance compensation equal to six (6) months of salary and benefits. In consideration of this severance payment, Christensen agrees that she shall not be entitled to any other payment or compensation of any kind from the City in connection with the termination of her employment.

C. Christensen may terminate her employment at any time for any reason by providing 90 days prior written notice to the City Manager. In the event that Christensen provides such written notice, she shall be entitled to receive at the termination of this employment only such accrued unused and other such benefits as may be due and payable under applicable City rule, regulation or policy, and/or under

applicable local, state or federal law. Christensen shall not, however, be entitled to any severance pay or other compensation at the termination of her employment. During the period subsequent to Christensen's submission of her notice terminating her employment, she shall continue to perform her duties as Assistant City Manager pursuant to this Agreement unless removed from those duties and/or terminated by the City Manager pursuant to the terms of this Agreement. However, in the event that Christensen is then removed from those duties and/or terminated by the City Manager, Christensen shall continue to receive compensation in the form of salary and benefits through the completion of the 90 (ninety) day notice period.

D. The City Manager may terminate Christensen's employment for cause. In the event that Christensen is terminated for cause, she shall not be entitled to the payment of any severance pay or compensation, other than the payment of accrued unused vacation leave. In the event that Christensen is terminated for cause, Christensen shall be entitled to prior written notification of the reason(s) for the termination, the facts upon which such reason(s) are based, copies of all supporting evidence and investigations regarding the facts and reason(s) for the termination, and the right to respond, orally or in writing or both, to the City Manager within five (5) working days of receipt of the notice of such termination. Furthermore, if requested by Christensen, Christensen shall have the right to a hearing before the City of Atascadero City Council which shall be a hearing de novo. In the event the decision to terminate for cause is reversed by the City Council and the City Manager terminates Christensen's employment without cause, the terms of Subsection B hereof shall apply.

E. The City Manager and/or Christensen may terminate this Agreement in the event that Christensen has been unable to perform the essential functions of her position due to disability for a period of three (3) months and it is medically determined that Christensen is permanently disabled from performing the essential functions of her position.

1. A determination that Christensen is permanently disabled shall be made by the City Manager based upon competent medical evidence and evaluation and in accord with the applicable state and federal laws pertaining to the protection of disabled persons and in accord with the laws governing the City's membership in CalPERS.

2. In the event it is determined by the City Manager that a question exists as to Christensen's ability to perform the essential functions of her position, based upon objective facts, the City Manager may require Christensen to undergo a fitness for duty examination. Nothing in this subsection shall obligate Christensen to waive her right to privacy under California Civil Code § 56.10(c)(8), nor shall the City seek any report pursuant to this subsection beyond that to which it would be entitled under California Civil Code § 56.10(c)(8).

F. In the event Christensen is convicted of a crime involving an abuse of her office or position as defined in California Government Code section 53243.4, Christensen shall be required to fully reimburse the City in accordance with California Government Code sections 53243, 53243.1, and/or 53243.2.

SECTION 4 SALARY AND COMPENSATION

A. Effective upon the commencement of this Agreement, the City shall pay to Christensen a base salary within the range established for the Assistant City Manager. This salary shall be paid on a pro rata basis in regular installments pursuant to the City's normal payroll procedures.

B. The City Manager may set forth annually in writing certain goals consisting of duties and responsibilities above and beyond Christensen's ordinary duties and responsibilities. In the event that Christensen achieves such goals, she may be entitled to receive other compensation in addition to her regular salary and benefits. The City Manager shall set forth the amount of additional compensation to which Christensen would be entitled in the same writing setting forth the annual goals. Any such additional compensation will be at the discretion of the City Manager with the approval of the City Council if necessary.

C. The City shall deduct or withhold from Christensen's salary any and all sums as Christensen may from time to time direct, or as required by law, including, but not limited to, sums for the payment of federal, state and/or local income taxes and retirement or pension plans.

D. In addition to the compensation set forth above, Christensen shall be entitled to receive the benefits as set forth in the City Council Resolution establishing compensation and benefits for Management.

E. In its sole discretion, the City may increase Christensen's base salary and/or other benefits beyond those set forth in this Agreement in such amounts and/or to such an extent as may be recommended by the City Manager on the basis of a salary review made at least annually by the City Manager. Any such increases shall be subject to the approval of the City of Atascadero City Council as required.

F. The City shall budget for and pay the travel and subsistence expenses of Christensen's for a reasonable number of local, state and national conferences relevant to her duties and responsibilities as Assistant City Manager with the approval of the City Manager.

G. Christensen shall receive three hundred dollars (\$300.00) each month as an automobile allowance. The allowance is in exchange for employee making available (1) for her own use a personal automobile, and (2) her use of her personal automobile for City related business and/or functions during, before and after normal work hours. Employee is not precluded from using City vehicles for City business during, before and after the normal workday. A City vehicle will not be provided to Employee for her exclusive use and no City vehicle shall be utilized by Employee for commuting purposes.

H. The City Manager shall fix any other terms and conditions of employment relating to Christensen's performance as the City Manager may from time to time determine, provided that such other terms and conditions of employment are not contrary to or inconsistent with the terms set forth in this Agreement, the City's rules, regulations and ordinances, local, state and/or federal law.

I. Any provisions of the City code, rules, regulations and ordinances relating to management employee benefits as they now exist or may later be amended shall also apply to Christensen, in addition to any benefits set forth in this Agreement, except as those provisions of the City code, rules, regulations and ordinances relating to management employee benefits may conflict or be inconsistent with the terms of this agreement, in which case the terms of this Agreement shall control.

SECTION 5 PERFORMANCE EVALUATION

A. Annually, the City Manager, with the assistance of Christensen, may define such goals and performance objectives which the City Manager determines necessary for the proper operation of City Manager's/City Clerk's Office and shall further establish a relative priority among those various goals and objectives. These goals and objectives shall be reduced in writing and should be reasonably attainable within the time limitations specified by the City Manager and in light of the appropriations provided through the annual operating and capital budgets.

B. The City Manager shall review and evaluate Christensen's performance annually. This review and evaluation shall take into account any goals that may have been developed by the City Manager, as well as Christensen's performance of other functions and duties. The City Manager shall provide to Christensen a summary written statement of the evaluation and shall provide Christensen with the opportunity to discuss the evaluation with the City Manager.

SECTION 6 GENERAL PROVISIONS

A. This Agreement constitutes the sole understanding and agreement of the City and

Christensen with respect to the matters set forth herein and supersedes any and all prior negotiations, statements, instructions, representations or agreements, whether written or oral.

B. The parties agree and acknowledge that no representations, inducements, promises or agreements, oral or otherwise, have been made by any party, or by anyone acting on behalf of any party, which are not contained herein and that any agreement, statement or promise not contained in this Agreement shall not be valid or binding on either party.

C. Any amendment to this Agreement shall be valid only if in writing approved and signed by both parties, unless otherwise specified in this Agreement.

D. If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions shall nevertheless continue in full force and effect.

E. If any action at law or in equity is necessary to enforce or interpret the terms of this Agreement, the prevailing party shall be entitled to recover reasonable attorney's fees and costs in addition to any other relief to which that party may be entitled.

F. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the date and year first written above.

CITY:

Christensen:

James R Lewis
City Manager

Lara Christensen
Assistant City Manager



CITY OF ATASCADERO

CITY COUNCIL STAFF REPORT

Item D4

Department: Fire
Department
Date: 6/24/25
Placement: Consent

TO: JAMES R. LEWIS, CITY MANAGER

FROM: CASEY BRYSON, FIRE CHIEF

PREPARED BY: DAVID VAN SON, BATTALION CHIEF OF COMMUNITY RISK
REDUCTION

SUBJECT: Adoption of the 2025 Fire Hazard Severity Zone map

RECOMMENDATION:

Council adopt on second reading, by title only, a Draft Ordinance adopting the State Fire Marshal's 2025 Local Responsibility Area Fire Hazard Severity Zone Map.

DISCUSSION:

At the May 27, 2025 meeting, the City Council voted 5-0 to introduce an ordinance adopting the 2025 Fire Hazard Severity Zone (FHSZ) map for Atascadero. The State Fire Marshal periodically updates these maps to identify areas of wildfire hazard based on physical factors such as vegetation, slope, and fire weather conditions. Adoption of this map ensures that new construction in designated High and Very High hazard areas complies with California's Wildland-Urban Interface (WUI) building standards. The City has met all public noticing and outreach requirements, including hosting a public workshop and making draft materials available for public review. Adoption of the ordinance will formally designate Moderate, High, and Very High Fire Hazard Severity Zones within the City as required by state law.

With this adoption, several areas not previously identified in the City's 2021 WUI Fire Area Map will now be subject to wildfire construction standards and defensible space requirements. These include Portola Road between San Marcos and Ardilla, the full length of Monterey Road east to US 101 (including San Ramon and Garcia Road), and portions of the north end of El Camino Real between San Jacinto and Home Depot. These designations will help align local regulations with updated state guidance, improve wildfire resilience, and ensure compliance with applicable state building codes moving forward.

FISCAL IMPACT:

None.

REVIEWED BY OTHERS:

This item has been reviewed by the Community Development Director.

REVIEWED AND APPROVED FOR COUNCIL AGENDA



Lara K. Christensen, Deputy City Manager

ATTACHMENT(S):

1. Draft Ordinance
2. 2025 State Fire Marshal Fire Hazard Severity Zone Map

DRAFT ORDINANCE

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ATASCADERO, CALIFORNIA, ADOPTING THE STATE FIRE MARSHAL'S 2025 LOCAL RESPONSIBILITY AREA FIRE HAZARD SEVERITY ZONE MAP

WHEREAS, the California State Fire Marshal, pursuant to Government Code Section 51179, has developed updated Fire Hazard Severity Zone (FHSZ) maps for Local Responsibility Areas (LRA), including areas within the City of Atascadero; and

WHEREAS, Government Code Section 51179 requires local agencies to designate Moderate, High, and Very High Fire Hazard Severity Zones (VHFHSZ) within LRAs based on maps provided by the California State Fire Marshal; and

WHEREAS, the City of Atascadero must adopt the 2025 LRA FHSZ maps as the official designation of Moderate, High, and Very High Fire Hazard Severity Zones within City limits for purposes of applying state-mandated fire protection building standards; and

WHEREAS, designation of such zones provides critical support for public safety efforts and ensures compliance with California Building Code Chapter 7A and California Fire Code Chapter 49 for new structures built in VHFHSZs; and

WHEREAS, a duly noticed public hearing was held by the City Council of the City of Atascadero to consider the adoption of the 2025 LRA FHSZ maps on May 27, 2025; and

WHEREAS, it can be seen with certainty that this Ordinance is exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15061(b)(3), as there is no possibility that adoption of these maps will have a significant effect on the environment.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ATASCADERO ORDAINS AS FOLLOWS:

SECTION 1. Recitals: The above recitals are true and correct.

SECTION 2. Findings. The City Council makes the following findings, determinations and approvals with respect to the Municipal Code Amendments:

FINDING: The code amendments are justified by climatic, topographic or geological conditions of the City.

FINDING: The code amendments are at least as restrictive as the State mandated Codes.

FINDING: The following statements support the local necessity for the changes or modifications:

- A. Pursuant to Government Code Section 51179, the areas identified as “Moderate, High and Very High Fire Hazard Severity Zones” on the 2025 LRA FHSZ map

are hereby designated as such for purposes of applying the building standards set forth in Chapter 7A of the California Building Code and related fire protection requirements, and as designated by the California Department of Forestry and Fire Protection pursuant to Government Code Section 51178.

- B. That seasonal climatic conditions during the late summer and fall create numerous serious difficulties in the control and protection against fire situations in the City of Atascadero. The hot, dry weather in combination with Santa Ana winds frequently results in wildland fires in the brush-covered slopes on the Santa Lucia Mountains and several areas surrounding. The aforementioned areas completely surround the City. When a fire occurs in said areas, such as occurred in 1994, the Highway 41 fire burned for several days and entered the City, the entirety of local fire department personnel is required to control, monitor, fight and protect against such fire situations in an effort to protect life and preserve property and watershed land. The same climatic conditions may result in the concurrent occurrence of one or more fires in the more populated areas of the City without adequate fire department personnel to protect against and control such a situation. Therefore, the above-described findings support the imposition of fire-protection requirements set forth in the California State Building Standards Code, and in particular support the imposition of greater requirements than set forth in the 2022 California Building and Fire Codes;
- C. The City of Atascadero has recognized the threat of wildland fire as a high risk and identified the need for mitigation in the Local Hazard Mitigation Plan. Pre-fire and post-fire management strategies and tactics to reduce the loss from wildland fire within the City has been identified and prioritized. Additionally, areas within the City limits that pose a higher risk to wildland fire than others have been identified. The above-described risks and needs support the City's identification of a geographical area titled, "Wildland Urban Interface Fire Area", which is at significant risk from wildfires and creation of the Wildland Urban Interface Fire Area Map in which the area of fire threat is equivalent or supersedes the very high fire severity zones imposed by the state. Further, these risks and needs support the requirement that all buildings in locations designated in the Wildland Urban Interface Fire Area Map be built to standards in accordance with the 2022 California Building and Fire Codes and the current edition of the International Wildland-Urban Interface Code.

SECTION 3. CEQA. The proposed Ordinance is exempt from the California Environmental Quality Act (CEQA), Public resources Code Section 21000 et seq., because it can be seen with certainty that there is no possibility that the enactment of this Ordinance would have a significant effect on the environment (Pub. Resources Code § 21065; CEQA Guidelines §§ 15378(b)(4), 15061(b)(3).

SECTION 4. Approval. The City Council of the City of Atascadero hereby in regular session assembled on May 27, 2025 adopts the 2025 Local Responsibility Area Fire Hazard Severity Zone (FHSZ) Map, as produced and provided by the California State Fire Marshal, identifying Moderate, High, and Very High Fire Hazard Severity Zones within the City's jurisdiction. Said map is on file with the Atascadero Fire and Emergency Services Department and is incorporated herein by reference.

SECTION 5. Interpretation. This Ordinance must be broadly construed in order to achieve the purposes stated in this Ordinance. It is the City Council’s intent that the provisions of this Ordinance be interpreted or implemented by the City and others in a manner that facilitates the purposes set forth in this Ordinance.

SECTION 6. Preservation. Repeal of any provision of the AMC or of any previous Code Sections, does not affect any penalty, forfeiture, or liability incurred before, or preclude prosecution and imposition of penalties for any violation occurring before this Ordinance’s effective date. Any such repealed part will remain in full force and effect for sustaining action or prosecuting violations occurring before the effective date of this Ordinance.

SECTION 7. Effect of Invalidation. If this entire Ordinance or its application is deemed invalid by a court of competent jurisdiction, any repeal or amendment of the AMC or other City Ordinance by this Ordinance will be rendered void and cause such previous AMC provision or other City Ordinance to remain in full force and effect for all purposes.

SECTION 8. Severability. If any part of this Ordinance or its application is deemed invalid by a court of competent jurisdiction, the City Council intends that such invalidity will not affect the effectiveness of the remaining provisions or applications and, to this end, the provisions of this Ordinance are severable.

SECTION 9. Notice. The City Clerk is directed to certify the passage and adoption of this Ordinance; cause it to be entered into the City of Atascadero’s book of original ordinances; make a note of the passage and adoption in the records of this meeting; and, within fifteen (15) days after the passage and adoption of this Ordinance, cause it to be published or posted in accordance with California law.

SECTION 10. Effective Date. This Ordinance shall take effect and be in full force and effect 30 days after its passage and adoption.

INTRODUCED at a regular meeting of the City Council held on May 27, 2025, and **PASSED, APPROVED, and ADOPTED** by the City Council of the City of Atascadero, State of California, on June _____, 2025.

CITY OF ATASCADERO

Charles Bourbeau, Mayor

ATTEST:

Lara K. Christensen, City Clerk

APPROVED AS TO FORM:

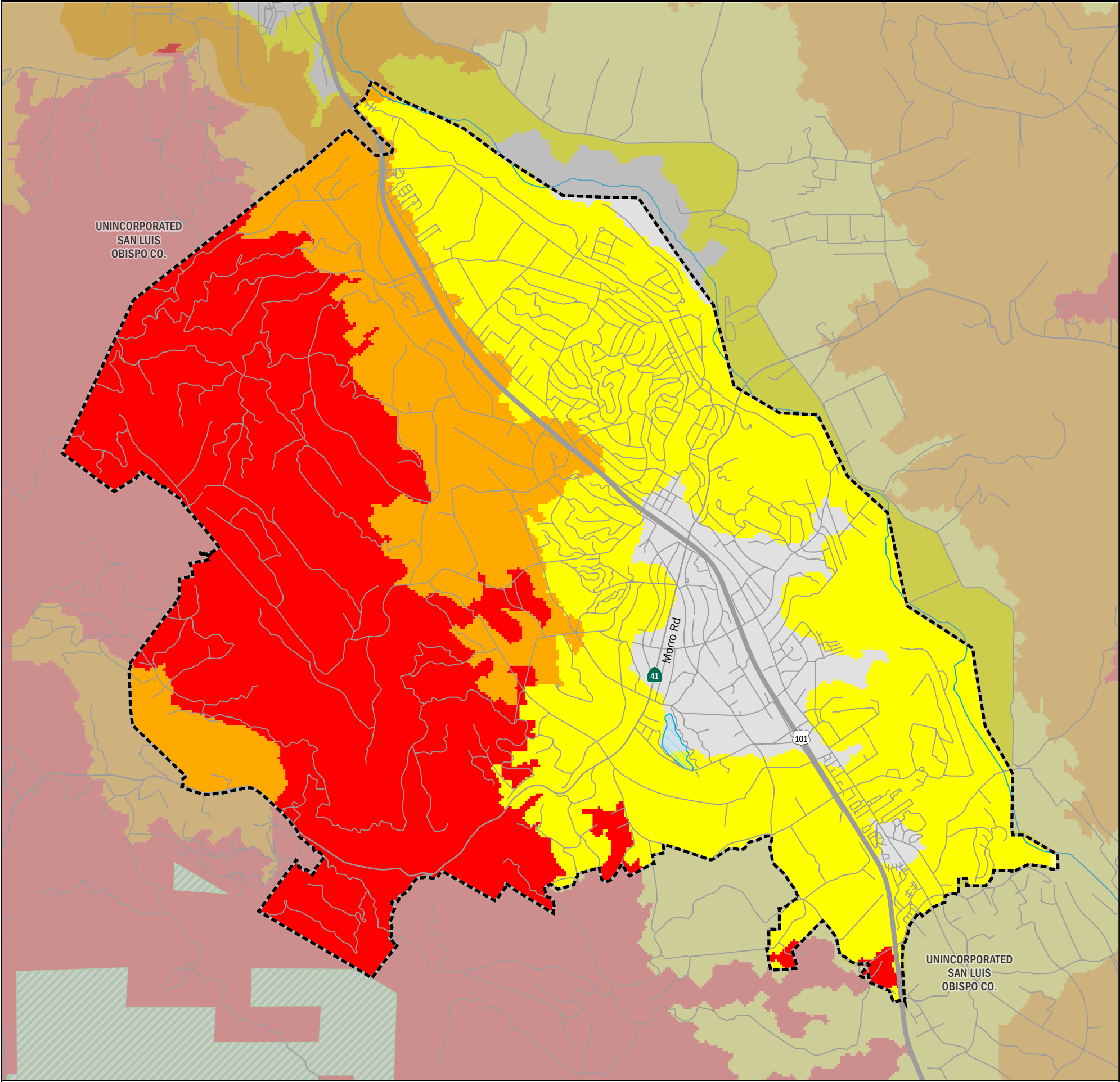
David Fleishman, City Attorney

CITY OF ATASCADERO – SAN LUIS OBISPO COUNTY



Local Responsibility Area
Fire Hazard Severity Zones

As Identified by the
State Fire Marshal
March 10, 2025

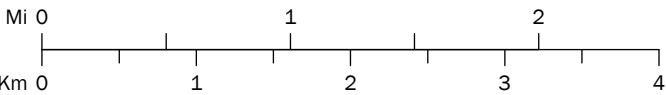


Fire Hazard Severity Zones (FHSZ) in Local Responsibility Area (LRA), as Identified by the State Fire Marshal

Very High High Moderate

Fire Hazard Severity Zones in State Responsibility Area (SRA), Effective April 1, 2024

Very High High Moderate



Projection: NAD 83 California Teale Albers
Scale: 1:49,000 at 11" x 17"

- Incorporated City
- Waterbody
- Unzoned LRA
- Federal Responsibility Area (FRA)

Government Code section 51178 requires the State Fire Marshal to identify areas in the state as moderate, high, and very high fire hazard severity zones based on consistent

statewide criteria and based on the severity of fire hazard that is expected to prevail in those areas. Moderate, high, and very high fire hazard severity zones shall be based on fuel loading, slope, fire weather,

and other relevant factors including areas where winds have been identified by the Office of the State Fire Marshal as a major cause of wildfire spread.

The State of California and the Department of Forestry and Fire Protection make no representations or warranties regarding the accuracy of data or maps. Neither the State nor the Department shall be liable under any circumstances for any direct, special, incidental, or consequential damages with respect to any claim by any user or third party on account of, or arising from, the use of data or maps.

Gavin Newsom, Governor, State of California
Wade Crowfoot, Secretary for Natural Resources, CA Natural Resources Agency
Joe Tyler, Director/Fire Chief, CA Department of Forestry and Fire Protection
Daniel Berlant, State Fire Marshal, CA Department of Forestry and Fire Protection

Data Sources:
CAL FIRE Fire Hazard Severity Zones (FHSZSRA23_3, FHSZLRA_25_1)
CAL FIRE State Responsibility Areas (SRA25_1)
City and County boundaries as of 10/22/24 (CA Board of Equalization)



CITY OF ATASCADERO

CITY COUNCIL STAFF REPORT

Item G1

Department: Public Works
Date: 6/24/25
Placement: Public Hearing

TO: JAMES R. LEWIS, CITY MANAGER

FROM: NICK DE BAR, PUBLIC WORKS DIRECTOR/CITY ENGINEER

PREPARED BY: RYAN BETZ, PUBLIC WORKS ANALYST

SUBJECT: Adopting Sewer Service Charges to be Added to the 2025-2026
Property Tax Rolls

RECOMMENDATIONS:

Council:

1. Conduct a public hearing to receive verbal testimony regarding the proposed sewer service charges to be levied onto property tax rolls.
2. Adopt Draft Resolution approving sewer service charges to be added to the 2025-2026 property tax rolls.

DISCUSSION:

The Atascadero Municipal Code provides for the collection of sewer service charges on the general County property tax bills. Charges have been collected in this manner since the City took ownership of the Atascadero County Sanitation District in 1984. Sewer service charges are based upon Equivalent Dwelling Units (EDUs), where one EDU is the basis for a single-family residence (SFR) service charge, based upon an estimated average daily flow of 240 gallons of wastewater and wastewater strength. Other connection users are assigned a multiple or fraction of an EDU based upon expected average daily flow and strength of wastewater compared to that of SFR. This fixed rate methodology is used since the City is not the water supplier and does not have access to individual customer water consumption data. The City currently has approximately 8,300 EDUs in the system. Revenue from the service charges directly funds sewer (wastewater) services including the collection and treatment of wastewater, rising energy costs, impacts of regulation and legislation; and past and continued critical upgrades and/or replacement of wastewater facilities and infrastructure.

Customers connected to the City's sanitary sewer system are billed a monthly fixed charge for the service the City provides to collect and treat the wastewater. Sewer service charges are collected by placing a levy each year on the property taxes of individual customers through San Luis Obispo County. The City provides data to the County, including the Assessor's Parcel Number (APN), and

the associated sewer service charge being levied on the property. The charge is included as a line item on the customer's property tax statements.

The City Council adopted new sewer service charges at their June 10, 2025 meeting that will become effective on July 10, 2025. Since the levy covers the period from July 1, 2025 through June 30, 2026, a blended rate charge is required for the month of July 2025 with ten days at the old monthly rate (\$48.15 per EDU) and twenty-one days at the new monthly rate (\$57.06 per EDU). The eleven other months will be charged at the new monthly rate for a total annual charge of \$681.80 per EDU.

The public hearing for levying sewer service charges was publicly noticed in June of 2025. A list of properties by Assessor Property Numbers (APNs) and levy amount (which does not include the two-dollar County fee) are itemized on Exhibit A of the Draft Resolution available in the Public Works Engineering Office. Sewer service charges will appear as a line item entitled "ATAS SEWER CHARGE" on property tax statements. Any questions or concerns received during the public hearing should be referred to staff for resolution prior to submitting the charges to the County Auditor by the July 15, 2025 deadline.

FISCAL IMPACT:

The City estimates it will collect approximately \$5,754,280 in sewer service charges for Fiscal Year 2025-26 if Council adopts the Draft Resolution. Revenue from sewer service charges are paid to the City twice each year. An additional two dollars are added to each property on the tax roll to cover the County fee to administer the levy process.

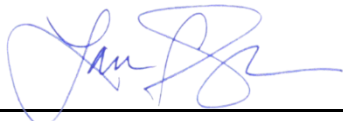
ALTERNATIVES:

None recommended.

REVIEWED BY OTHERS:

This item has been reviewed by the Deputy Director of Administrative Services and Deputy City Manager.

REVIEWED AND APPROVED FOR COUNCIL AGENDA



Lara K. Christensen, Deputy City Manager

ATTACHMENT:

1. Draft Resolution

DRAFT RESOLUTION

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ATASCADERO, CALIFORNIA, ADOPTING SEWER SERVICE CHARGES TO BE ADDED TO THE 2025-2026 PROPERTY TAX ROLLS

WHEREAS, the City Council of the City of Atascadero (hereafter referred to as City Council) has duly held a public hearing on June 24, 2025 concerning the addition of the 2025-2026 sewer service charges to the 2025-2026 property tax bills; and

WHEREAS, due notice was given to the public in accordance with Section 5470 et seq of the Health and Safety Code; and

WHEREAS, the City Council of the City of Atascadero approved the current sewer service rates on June 10, 2025 that become effective on July 10, 2025; and

WHEREAS, at said public hearing the report marked “Exhibit A”, on file with the City Clerk and incorporated herein by reference, containing such charges reflecting said increases in sewer service rates was duly received by said Council; and

WHEREAS, at said public hearing opportunity was given for filing objections and protests and for presentation of testimony of other evidence concerning same; and

WHEREAS, it is in the public interest that this body adopt the charges and determine and confirm the report presented at the hearing.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Atascadero:

SECTION 1. That the recitals set forth hereinabove are true, correct and valid.

SECTION 2. That the City Council hereby adopts the service charges set forth on the report marked “Exhibit A” which is on file in the City Clerk’s Office and hereby expressly incorporated herein by reference as though here fully set forth; and the City Council hereby determines and confirms the report containing such charges as set forth in said “Exhibit A” and hereby further determines and confirms that each and every service charge set forth in said report is true and accurate and is in fact owed.

SECTION 3. That the charges as so confirmed and determined and adopted shall appear as separate items on the tax bill of each parcel listed in said report, and such charges shall be collected at the same time and in the same manner as ordinary County ad valorem taxes are collected, and are subject to the same penalties in the same procedure and sale in case the delinquency is provided for such taxes.

SECTION 4. The City Clerk shall file a certified copy of this Resolution and said Exhibit A with the County Auditor upon its adoption.

SECTION 5. This Resolution is approved by at least a two-thirds vote of said Council.

PASSED AND ADOPTED at a regular meeting of the City Council held on the ____ day of _____, 2025.

On motion by Council Member _____ and seconded by Council Member _____, the foregoing Resolution is hereby adopted in its entirety on the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

CITY OF ATASCADERO:

Charles Bourbeau, Mayor

ATTEST:

Lara K. Christensen, City Clerk

City of Atascadero



Annual Sanitary Sewer Charges 2025/2026

APN	Tax Amount
028-051-013	\$681.80
028-051-030	\$681.80
028-051-031	\$681.80
028-051-042	\$681.80
028-051-043	\$681.80
028-051-045	\$681.80
028-051-049	\$681.80
028-051-050	\$681.80
028-051-051	\$681.80
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028-051-058	\$681.80
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029-341-018	\$1,022.70
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030-081-039	\$954.52
030-081-040	\$681.80
030-081-041	\$6,818.00
030-081-042	\$2,045.40
030-081-044	\$6,136.20
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030-081-048	\$5,795.30
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030-091-003	\$681.80
030-091-004	\$681.80
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030-091-010	\$2,045.40
030-091-011	\$2,556.75
030-091-014	\$3,068.10
030-091-015	\$681.80
030-091-016	\$681.80
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030-091-018	\$2,556.75
030-091-019	\$3,068.10
030-091-021	\$1,704.50
030-091-022	\$3,068.10
030-091-023	\$3,579.45
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030-091-032	\$3,068.10
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030-101-025	\$511.35
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030-101-027	\$681.80
030-101-028	\$1,363.60
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030-101-038	\$1,363.60
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030-181-061	\$681.80
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030-191-001	\$2,045.40
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030-191-011	\$4,090.80
030-191-021	\$2,386.30
030-191-032	\$1,022.70
030-191-038	\$4,090.80

030-191-039	\$2,045.40
030-191-040	\$1,022.70
030-191-041	\$1,022.70
030-192-019	\$2,045.40
030-192-020	\$1,363.60
030-192-021	\$2,045.40
030-194-001	\$25,226.60
030-194-003	\$2,727.20
030-194-004	\$1,363.60
030-194-005	\$2,045.40
030-194-006	\$2,727.20
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030-194-012	\$511.35
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030-194-044	\$511.35
030-194-045	\$511.35
030-194-046	\$511.35
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030-194-050	\$1,022.70
030-194-051	\$1,022.70
030-194-052	\$511.35
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030-194-055	\$511.35
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030-201-005	\$2,727.20
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030-201-007	\$3,749.90
030-201-008	\$681.80
030-201-015	\$906.79
030-201-026	\$6,818.00
030-201-027	\$6,818.00
030-201-028	\$681.80
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030-202-006	\$681.80
030-202-007	\$681.80
030-211-032	\$5,113.50
030-211-033	\$1,363.60
030-211-037	\$1,363.60
030-211-038	\$6,136.20
030-211-039	\$6,818.00
030-212-026	\$6,477.10
030-212-028	\$4,090.80

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030-213-023	\$681.80
030-213-025	\$681.80
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030-221-025	\$681.80
030-221-026	\$681.80
030-221-027	\$681.80
030-221-028	\$681.80
030-221-031	\$681.80
030-221-032	\$681.80
030-221-033	\$1,363.60
030-222-032	\$681.80
030-222-034	\$681.80
030-222-037	\$3,409.00
030-222-043	\$3,409.00
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030-222-049	\$3,579.45
030-222-050	\$681.80
030-222-051	\$5,454.40

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030-223-004	\$681.80
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030-223-006	\$681.80
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049-133-030	\$2,727.20
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056-201-031	\$681.80

056-201-032	\$681.80
056-201-033	\$681.80
056-201-034	\$681.80
056-201-035	\$681.80
056-201-036	\$681.80
056-201-037	\$681.80
056-201-040	\$681.80
056-211-008	\$681.80
056-211-009	\$681.80
056-211-010	\$681.80
056-211-026	\$681.80
056-211-031	\$681.80
056-211-033	\$1,363.60
056-211-034	\$1,363.60
056-211-035	\$681.80
056-211-036	\$681.80
056-211-039	\$681.80
056-211-040	\$681.80
056-211-041	\$681.80
056-211-047	\$681.80
056-211-048	\$681.80
056-211-054	\$681.80
056-211-055	\$681.80
056-211-056	\$681.80
056-211-057	\$1,090.88
056-211-059	\$681.80
056-221-006	\$681.80
056-221-009	\$681.80
056-221-012	\$681.80
056-221-015	\$681.80
056-221-021	\$681.80
056-221-022	\$681.80
056-221-023	\$681.80
056-221-025	\$681.80
056-221-027	\$681.80
056-221-029	\$681.80
056-221-030	\$681.80
056-221-035	\$681.80
056-221-036	\$681.80
056-231-007	\$681.80
056-231-008	\$681.80

056-231-010	\$681.80
056-231-011	\$681.80
056-231-012	\$681.80
056-231-013	\$681.80
056-231-014	\$681.80
056-231-015	\$681.80
056-231-016	\$681.80
056-231-017	\$681.80
056-231-018	\$681.80
056-231-021	\$1,363.60
056-231-022	\$681.80
056-231-023	\$818.16
056-241-003	\$681.80
056-241-007	\$681.80
056-241-009	\$681.80
056-241-010	\$681.80
056-241-011	\$681.80
056-241-012	\$681.80
056-241-013	\$681.80
056-241-015	\$681.80
056-241-016	\$681.80
056-241-017	\$681.80
056-241-018	\$681.80
056-242-008	\$681.80
056-242-009	\$681.80
056-242-010	\$681.80
056-242-011	\$681.80
056-242-012	\$681.80
056-242-016	\$1,363.60
056-251-008	\$681.80
056-251-010	\$681.80
056-251-011	\$681.80
056-251-012	\$681.80
056-251-013	\$681.80
056-251-017	\$681.80
056-251-018	\$681.80
056-251-019	\$681.80
056-251-020	\$681.80
056-251-021	\$681.80
056-251-022	\$681.80
056-251-023	\$681.80

056-251-024	\$681.80
056-251-025	\$681.80
056-251-026	\$681.80
056-251-027	\$681.80
056-251-028	\$681.80
056-251-029	\$681.80
056-251-030	\$681.80
056-251-031	\$681.80
056-251-033	\$681.80
056-251-034	\$681.80
056-251-035	\$681.80
056-251-036	\$681.80
056-251-037	\$681.80
056-261-019	\$681.80
056-261-021	\$681.80
056-261-025	\$681.80
056-261-026	\$681.80
056-261-047	\$681.80
056-261-051	\$681.80
056-261-055	\$681.80
056-261-057	\$681.80
056-261-059	\$954.52
056-261-062	\$681.80
056-261-063	\$681.80
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056-261-066	\$681.80
056-261-072	\$681.80
056-261-073	\$681.80
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056-261-075	\$681.80
056-261-076	\$681.80
056-261-077	\$681.80
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056-261-081	\$681.80
056-261-082	\$681.80
056-261-083	\$681.80
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056-261-085	\$681.80
056-261-086	\$681.80
056-261-087	\$681.80

056-261-088	\$681.80
056-261-089	\$681.80
056-262-001	\$1,363.60
056-262-002	\$681.80
056-262-003	\$681.80
056-262-004	\$681.80
056-262-010	\$681.80
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056-262-014	\$681.80
056-262-017	\$681.80
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056-271-011	\$1,261.33
056-271-020	\$681.80
056-271-030	\$681.80
056-271-032	\$681.80
056-271-041	\$681.80
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056-281-006	\$681.80
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056-281-014	\$681.80
056-281-015	\$681.80
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056-281-017	\$681.80
056-281-027	\$681.80
056-281-028	\$681.80
056-281-029	\$681.80
056-291-001	\$681.80
056-291-003	\$681.80
056-291-004	\$681.80
056-291-007	\$681.80
056-291-008	\$681.80
056-291-009	\$681.80
056-291-010	\$681.80
056-301-003	\$1,363.60
056-301-010	\$681.80

056-301-011	\$681.80
056-301-024	\$681.80
056-301-032	\$681.80
056-301-033	\$1,431.78
056-301-037	\$681.80
056-301-038	\$681.80
056-301-039	\$27,885.62
056-301-041	\$954.52
056-301-042	\$681.80
056-311-001	\$681.80
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056-311-006	\$681.80
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056-312-004	\$681.80
056-312-006	\$681.80
056-312-007	\$681.80
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056-312-026	\$681.80
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056-312-028	\$681.80
056-312-029	\$2,624.93
056-312-030	\$681.80
056-312-031	\$681.80
056-312-032	\$681.80
056-312-035	\$681.80
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056-312-038	\$681.80
056-321-005	\$1,431.78
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056-321-015	\$681.80
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056-321-020	\$681.80

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056-322-006	\$681.80
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056-322-011	\$681.80
056-322-016	\$681.80
056-322-019	\$681.80
056-322-020	\$681.80
056-322-021	\$681.80
056-322-024	\$681.80
056-322-026	\$681.80
056-322-027	\$681.80
056-322-028	\$681.80
056-322-029	\$681.80
056-322-032	\$681.80
056-351-019	\$681.80
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056-351-058	\$1,090.88
056-351-059	\$681.80
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056-381-007	\$409.08
056-381-010	\$409.08
056-381-011	\$409.08
056-381-012	\$409.08
056-381-013	\$409.08
056-381-014	\$409.08
056-381-015	\$409.08
056-381-016	\$409.08
056-381-017	\$409.08
056-381-018	\$409.08
056-381-019	\$409.08
056-381-020	\$409.08

056-381-021	\$409.08
056-381-022	\$409.08
056-381-023	\$409.08
056-381-024	\$409.08
056-381-025	\$409.08
056-381-026	\$409.08
056-381-027	\$409.08
056-381-028	\$409.08
056-381-029	\$409.08
056-382-002	\$409.08
056-382-003	\$409.08
056-382-004	\$409.08
056-382-005	\$409.08
056-382-006	\$409.08
056-382-007	\$409.08
056-382-008	\$409.08
056-382-009	\$409.08
056-382-010	\$409.08
056-382-013	\$409.08
056-382-014	\$409.08
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056-382-017	\$409.08
056-382-018	\$409.08
056-382-019	\$409.08
056-382-020	\$409.08
056-382-021	\$409.08
056-382-022	\$409.08
056-382-023	\$409.08
056-382-024	\$409.08
056-382-025	\$409.08
056-382-026	\$409.08
056-382-027	\$409.08
056-382-028	\$409.08
056-382-029	\$409.08
056-382-030	\$409.08
056-382-031	\$409.08
056-383-012	\$409.08
056-383-013	\$409.08
056-383-014	\$409.08
056-383-015	\$409.08

056-383-016	\$409.08
056-383-017	\$409.08
056-383-018	\$409.08
056-383-019	\$5,113.50
056-383-020	\$681.80
056-383-022	\$1,363.60
056-383-024	\$409.08
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056-383-026	\$409.08
056-383-027	\$409.08
056-383-028	\$409.08
056-383-029	\$409.08
056-383-030	\$409.08
056-383-031	\$409.08
056-383-032	\$409.08
056-383-033	\$409.08
056-383-034	\$409.08
056-383-035	\$409.08
056-383-036	\$409.08
056-383-037	\$409.08
056-383-039	\$681.80
056-383-040	\$681.80
056-383-041	\$681.80
056-383-042	\$681.80
056-384-001	\$681.80
056-384-002	\$681.80
056-384-003	\$681.80
056-384-004	\$681.80
056-384-005	\$681.80
056-384-006	\$681.80
056-384-007	\$681.80
056-384-008	\$681.80
056-384-009	\$681.80
056-384-010	\$681.80
056-384-011	\$681.80
056-384-012	\$681.80
056-384-013	\$681.80
056-384-014	\$681.80
056-384-015	\$681.80
056-384-016	\$681.80
056-384-017	\$681.80

056-384-018	\$681.80
056-384-019	\$681.80
056-384-020	\$681.80
056-384-021	\$681.80
056-384-022	\$681.80
056-384-023	\$681.80
056-384-024	\$681.80
056-384-025	\$681.80
056-384-026	\$681.80
056-384-027	\$681.80
056-384-028	\$681.80
056-384-029	\$681.80
056-384-030	\$681.80
056-384-031	\$681.80
056-384-032	\$681.80



CITY OF ATASCADERO

CITY COUNCIL STAFF REPORT

Item H1

Department: City Manager
Date: 6/24/25
Placement: Management Report

TO: JAMES R. LEWIS, CITY MANAGER
FROM: LARA CHRISTENSEN, DEPUTY CITY MANAGER
PREPARED BY: LARA CHRISTENSEN, DEPUTY CITY MANAGER
SUBJECT: 2024 Risk Management Update

RECOMMENDATION:

Council receive and file the 2023-24 Risk Management update.

DISCUSSION:

The City of Atascadero Risk Management Program includes policies, programs, insurance, and risk pool coverage to minimize the City's risk exposures from employee injury claims, third-party liability claims, or property loss.

The California Joint Powers Insurance Authority (CJPIA) is the City's provider of Risk Management Services, which includes coverage for Liability, Workers' Compensation, and Property Insurance claims. The CJPIA acts as the City's agent in claims processing and litigation and provides the City with regulatory safety training to meet Occupational Safety and Health Administration (OSHA) requirements as well as policy implementation, staff development training, and operational guidance. In addition, the CJPIA works closely with the City's Risk Manager to execute best practices and review the City's Risk Management programs and policies in order to proactively reduce risk exposure and control costs to the City.

The City's Risk Management Program focuses on identifying, evaluating, and addressing loss exposures through various mitigation and preventative services. The program's areas of focus include addressing exposures related to Workers' Compensation, General Liability, Property, Cyber, Crime and Special Events.

WORKERS' COMPENSATION

This program focuses on ensuring employee safety and reducing employee injury proactively through such things as the establishment and implementation of safety policies and programs, required staff training on safe workplace practices, conducting Citywide and Departmental workplace safety and risk assessments and safety meetings, and holding quarterly City Safety Committee Meetings to review injuries and safety training requirements and progress, and site safety inspections.

GENERAL LIABILITY PROGRAM

This program includes identifying the areas of risk exposure for the City and developing or maintaining programs that will minimize or mitigate liability exposure. General liability is any claim against the City including, but not limited to vehicle accidents, trip-and-falls, storm damage, sewage backup, and errors and omissions.

PROPERTY PROGRAM

This program focuses on managing risk associated with the City's real and personal property, including buildings, automobiles, equipment, and related infrastructure in the City's care.

CYBER PROGRAM

This program focuses on managing risk associated with Cyber Crime, Network Security, and Privacy Incidents.

RISK ASSESSMENT/LossCAP PROGRAM

The CJPIA works with the City through the Loss Control Action Plan (LossCAP) Program to reduce the frequency and severity of claims, and to provide an integrated approach to managing the City's risk exposures. Program administration is accomplished through the CJPIA's regional risk manager. Tim Karcz, Senior Risk Manager for Region 2, works closely with the City to help assess, understand, and manage the City's unique risks. Through LossCAP, Mr. Karcz reviews and makes recommendations for corrections to:

- City policies and programs
- Contractual language and insurance requirements
- Public facilities including sidewalks, streets, parks and buildings
- Training programs and procedures

The City's assessments also include a regular review of claims to learn from and identify areas for correction to prevent future exposures.

REPORTING AND CLAIMS HISTORY

The City's cost of coverage with the CJPIA is primarily based on the City's Payroll and loss experience.

The CJPIA provides the City with Overview reports on the City's General Liability and Workers' Compensation Claims. These claim status reports summarize the claims history over a five-year period, the category or cause of claims, cost centers, and a comparison to other agencies of a

comparable size. The five-year claims history is used in calculating the City's premiums. The City's claims are regularly reviewed to learn from and identify areas for correction to prevent future exposure.

2024 ANNUAL REPORT

For the 2023-24 Coverage Period, the City's cost of claims remains below the pool average for both Workers Compensation and General Liability claims. There are 126 member agencies making up the CJPIA, of which only approximately 40 agencies have Law Enforcement and Fire. The City continues to perform better than other cities of a comparable size, many of which are either not full service or do not have either Law Enforcement or Fire.

1. Workers Compensation: The total number of worker's compensation claims in the 2023-24 policy year was 45, with 40 closed. The highest frequency was strains, with an overall average severity of \$31,978 for the five-year period. Consistent with the rest of the pool, the City's majority of losses occur amongst employees engaged in the more physical work activities within Departments such as Police, Fire and Public Works. Although these Departments have the highest incidents of claims, in overall comparison with the pool claim volume is relatively low and the cost to the City remains 28% below the pool average, per \$100 of payroll.
2. General Liability Program: The City had 12 total liability claims for the policy year. Of those claims, 9 were closed and the additional 3 continue to be managed with the assistance of Carl Warren, the CJPIA's Third Party Administrator. Currently, 2 claims have resulted in litigation. Over the five-year period, the City has paid on average 32% less than the pool average, per \$100 of payroll. The City's claims for damages include claims related to Police and Fire. Only approximately 40 of the agencies in the pool include Police and Fire in their data and statistics and Atascadero continues to remain below the pool average. Staff and CJPIA continue to manage and defend the City to limit its exposure.

FISCAL IMPACT:

None.

REVIEWED AND APPROVED FOR COUNCIL AGENDA



Lara K. Christensen, Deputy City Manager



CITY OF ATASCADERO

CITY COUNCIL STAFF REPORT

Item H2

Department: City Clerk
Date: 6/24/25
Placement: Management Report

TO: JAMES R. LEWIS, CITY MANAGER

FROM: LARA CHRISTENSEN, DEPUTY CITY MANAGER/CITY CLERK

PREPARED BY: ALYSSA SLATER, DEPUTY CITY CLERK

SUBJECT: Introduction of Draft Ordinance Amending Title 2, Chapter 14 of the Atascadero Municipal Code to add Section 2-14.03 to Allow for Electronic and Paperless Filing of Fair Political Practices Commission (FPPC) Campaign Disclosure Statements and Statements of Economic Interest

RECOMMENDATION:

Council introduce for first reading, by title only, a Draft Ordinance amending the Atascadero Municipal Code Title 2 (Administration) Chapter 14 (Elections) to add Section 2-14.03 "Electronic Filing of Campaign Disclosure Statements and Statements of Economic Interest" to allow for the implementation of electronic/paperless filing of several types of FPPC forms, including Forms 460, 470, 496, 497, and 700.

DISCUSSION:

On January 1, 2013, Assembly Bill 2452 went into effect, adding Government Code Section 84615 to the Political Reform Act of 1974. This legislation authorizes local government agencies to allow online or electronic filing of campaign statements, reports, or other documents for elected officials, candidates, committees, and other persons required to file under the Act, provided they receive contributions or make expenditures totaling \$2,000 or more in a calendar year. Since the passage of this legislation, many local agencies throughout California have adopted electronic filing systems to enhance transparency, improve efficiency, and reduce paper use. The Fair Political Practices Commission (FPPC) strongly supports and encourages the transition to electronic filing systems. The City Council has also demonstrated its commitment to expanding the use of digital signatures and electronic documents to the fullest extent permitted by law, as reflected in the adoption of Resolution 2024-007 in April 2024.

Currently, the City Clerk's Office accepts campaign disclosure statements in paper format and manually processes, redacts, and uploads them to the City website. Additionally, Assembly Bill 2151 requires campaign statements to be posted online within 72 hours of filing, further increasing the administrative burden. Transitioning to an electronic filing system will streamline these processes, improve compliance, and increase public access to campaign finance information.

To implement electronic filing of campaign statements, the City Council must adopt an ordinance approving the use of an online filing system and affirming that the system operates securely, effectively, and does not place an undue burden on filers. The ordinance must also include legislative findings that the system ensures data integrity, uses standardized formats compatible with the Secretary of State, is free of charge to filers, and provides public access to filings.

The NetFile system meets all legal requirements and is specifically designed for agencies administering campaign finance and economic interest filings. It supports electronic filing of several FPPC forms, including Forms 460, 470, 496, and 497, which are the most commonly used forms in local campaigns. The system is highly secure, employing industry best practices such as bank-level data encryption, multi-location data storage, and regular data backups to ensure data integrity and disaster recovery.

Adoption of this ordinance will enable the City to fully implement the NetFile system for campaign finance disclosure, ensuring compliance with state requirements while providing a more efficient and transparent filing process.

STATEMENT OF ECONOMIC INTERESTS (FORM 700) ELECTRONIC FILING

The City Clerk is also responsible for managing the annual filing of Form 700 Statements of Economic Interests for designated City staff, advisory bodies, and consultants. This requires staff to send initial and follow-up notifications to a significant number of filers as well as track submittals and request additional information or amendments. The NetFile electronic filing system includes a built-in review process that alerts filers to errors as information is entered, significantly reducing the need for amendments and follow-up by the City Clerk's Office. With the transition to electronic filing of campaign disclosure statements, staff recommends that all future Form 700 filings for City staff, advisory bodies, and consultants also be submitted electronically. Implementation of the Form 700 component of NetFile does not necessitate the adoption of an ordinance, and is simply an internal procedural change.

As of January 1, 2025, the FPPC requires Form 700 submittals for all 87200 Filers, which include the City Council, Planning Commission, City Manager, City Treasurer and City Attorney, to be done electronically utilizing the FPPC's eDisclosure system. The City's implementation of NetFile does not change this requirement. The FPPC will remain the filing official for 87200 filers, and they will continue to file their annual Form 700 electronically with the FPPC.

CONCLUSION

Implementation of the NetFile system will enhance transparency and provide greater convenience for committees, individuals, and the public by allowing 24-hour filing and viewing access to campaign finance information from any computer, anywhere. Additionally, the system is designed to improve the accuracy of campaign statements by preventing filings with missing or incomplete information, while increasing staff efficiency in processing and managing filings. To ensure a smooth transition, both NetFile and the City Clerk's Office will provide training and support to all filers.

ALTERNATIVES TO THE STAFF RECOMMENDATION:

1. Council may take no action.
2. Council may modify and introduce the Ordinance.
3. Council may provide alternative direction to staff.

FISCAL IMPACT:

The annual subscription cost for the NetFile electronic filing system is \$4,500 (guaranteed for five years) and is incorporated into the City Clerk's existing budget. The system also provides cost savings through reduced staff time for processing and managing filings.

REVIEWED BY OTHERS:

This item has been reviewed by the Deputy Director of Administrative Services and the City Attorney.

REVIEWED AND APPROVED FOR COUNCIL AGENDA



Lara K. Christensen, Deputy City Manager

ATTACHMENT(S):

1. Draft Ordinance

DRAFT ORDINANCE NO. __

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
ATASCADERO AMENDING TITLE 2 (ADMINISTRATION),
CHAPTER 14 (ELECTIONS) OF THE ATASCADERO
MUNICIPAL CODE TO ADD SECTION 2-14.03 TO ALLOW
FOR ELECTRONIC AND PAPERLESS FILING OF FAIR
POLITICAL PRACTICES COMMISSION (FPPC) CAMPAIGN
DISCLOSURE STATEMENTS AND STATEMENTS OF
ECONOMIC INTEREST**

WHEREAS, Government Code Section 84615 currently provides that a local agency may adopt an Ordinance to require an elected officer, candidate, committee, or other person required to file statements, reports, or other documents required by Chapter 4 of the Political Reform Act (commencing with Section 84100 of the Government Code), except an elected officer, candidate, committee, or other person who receives contributions totaling less than \$2,000 and who makes independent expenditures totaling less than \$2,000 in a calendar year, to file those statements, reports, or other documents online or electronically with the local filing officer; and

WHEREAS, the City of Atascadero has entered into an agreement with NetFile, Inc., a vendor approved by the California Secretary of State, to provide an online electronic filing system (“System”) for campaign disclosure statements and statements of economic interest forms; and

WHEREAS, the System meets all legal requirements, is highly secure, employs industry best practices for operational security and efficiency, will not unduly burden filers and is specifically designed for agencies administering campaign finance and economic interest filings supporting electronic filing of a variety of Fair Political Practices Committee (FPPC) forms; and

WHEREAS, the City of Atascadero desires to amend Title 2, Chapter 14 of the Atascadero Municipal Code to add Section 2-14.03 “Electronic Filing of Campaign Disclosure Statements and Statements of Economic Interests” relating to filings required by the FPPC and the City’s Conflict of Interest Code.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ATASCADERO
HEREBY ORDAINS AS FOLLOWS:**

SECTION 1. Recitals. The foregoing recitals are true and correct and the City Council so finds and determines.

SECTION 2. Findings. The City Council of the City of Atascadero finds that the System will operate securely and effectively and will not unduly burden filers. Specifically, the System will:

- Ensure the integrity of the data and includes safeguards against efforts to tamper with, manipulate, alter, or subvert the data;
- Only accept a filing in the standardized record format developed by the Secretary of State and compatible with the Secretary of State's system for receiving an online or electronic filing; and
- Be available free of charge to filers and to the public for viewing filings. These findings are based upon the vendor's approval by the California Secretary of State to provide these services and the representations of the vendor that the System meets the requirements of Government Code Section 84615.

SECTION 3. Municipal Code. Chapter 2-14.03 is hereby added to Title 2 (Administration) of the Atascadero Municipal Code as shown on Exhibit A attached hereto and incorporated herein by this reference.

SECTION 4. CEQA. The City Council finds, pursuant to Title 14 of the California Code of Regulations, Section 15378(b)(5), that this ordinance is exempt from the requirements of the California Environmental Quality Act (CEQA) in that it is a governmental, organizational or administrative activity that will not result in direct or indirect changes in the environment.

SECTION 5. Effect of Invalidation. If this entire Ordinance or its application is deemed invalid by a court of competent jurisdiction, any repeal or amendment of the Atascadero Municipal Code or other City Ordinance by this Ordinance will be rendered void and cause such previous Atascadero Municipal Code provision or other City Ordinance to remain in full force and effect for all purposes.

SECTION 6. Severability. If any part of this Ordinance or its application is deemed invalid by a court of competent jurisdiction, the City Council intends that such invalidity will not affect the effectiveness of the remaining provisions or applications and, to this end, the provisions of this Ordinance are severable.

SECTION 7. Notice. The City Clerk is directed to certify the passage and adoption of this Ordinance, cause it to be entered into the City of Atascadero's book of original ordinances, make a note of the passage and adoption in the records of this meeting and within fifteen (15) days after the passage and adoption of this Ordinance, cause it to be published or posted in accordance with California law.

SECTION 8. Effective Date. This Ordinance will take effect on the 30th day following its final passage and adoption.

INTRODUCED at a regular meeting of the City Council held on _____, and **PASSED**, **APPROVED** and **ADOPTED** by the City Council of the City of Atascadero, State of California, on _____.

CITY OF ATASCADERO:

Charles Bourbeau, Mayor

ATTEST:

Lara K. Christensen, City Clerk

APPROVED AS TO FORM:

Dave Fleishman, City Attorney

Exhibit A

§ 2-14.03 Electronic Filing of Campaign Statements and Statements of Economic Interests.

- (a) Any elected officer, candidate, committee or other person required to file statements, reports or other documents required by Chapter 4 of the Political Reform Act (commencing with Section 84100 of the Government Code), shall file such documents online or electronically with the City Clerk, unless exempt from the requirement to file online pursuant to Government Code section 84615(a) because the elected officer, candidate, committee or other person receives contributions totaling less than two thousand dollars (\$2,000) and makes expenditures totaling less than two thousand dollars (\$2,000) in a calendar year.
- (b) Any person holding a position designated in the City's local conflict of interest code adopted pursuant to Government Code Section 83700 shall file any required Statement of Economic Interest reports (Form 700) electronically with the City Clerk unless any designated person is required to file said reports directly with the FPPC.
- (c) Filings set forth in Section 2-14.03(a) which are filed and received electronically with the City Clerk are not required to also be filed with the City Clerk in paper format. An electronic filing will be the official record of such filing. Filers must sign electronic filings in the system under penalty of perjury.
- (d) In any instance in which an original statement, report or other document must be filed with the California Secretary of State and a copy of that statement, report or other document is required to be filed with the City Clerk, the filer may, but is not required to, file the copy electronically.
- (e) If the City Clerk's electronic system is not capable of accepting a particular type of statement, report or other document, an elected officer, candidate, committee or other person shall file that document with the City Clerk in an alternative format.
- (f) The City Clerk is authorized to adopt such administrative policies and procedures as deemed necessary by the City Clerk to implement this Section 2.-14.03.



CITY OF ATASCADERO

CITY COUNCIL STAFF REPORT

H3

Department: Community Services & Promotions
Date: 6/24/25
Placement: Management Report

TO: JAMES R. LEWIS, CITY MANAGER

FROM: TERRIE BANISH, DIRECTOR COMMUNITY SERVICES & PROMOTIONS

PREPARED BY: TERRIE BANISH, DIRECTOR COMMUNITY SERVICES & PROMOTIONS

SUBJECT: Update on Zoo's Rebranding Process and Next Steps

RECOMMENDATIONS:

Council receive an oral report on the Zoo's Rebranding Initiative update and next steps.

DISCUSSION:

Since achieving initial accreditation with the Association of Zoos and Aquariums (AZA) in 1991, the Charles Paddock Zoo has undergone significant transformation in operations, programming, and infrastructure. Most recently, the Zoo received another five-year AZA accreditation – an important achievement not just for the Zoo, but for the entire City.

The AZA requires accredited institutions to undergo a rigorous review process every five years. As part of the most recent review, a critical requirement for reaccreditation was the development and implementation of a comprehensive plan focused on long-term fiscal sustainability and financial support through conservation, education, and strategic marketing efforts. This is essential not only to receiving accreditation but being able to maintain accreditation. The accreditation process evaluates the Zoo's financial health, safety standards, guest experience and long-term planning, the City's governance and oversight of the Zoo, as well as the role of the Zoo's support organization, the Friends of the Charles Paddock Zoo. All these criteria are critical to building broader support, increasing visitation, and securing the funding needed to ensure the Zoo's continued success and sustainably.

The City presented, a rebranding initiative plan to the AZA Accreditation Commission, intended to broaden the Zoo's visibility and appeal, strengthen and expand marketing and sponsorship opportunities, align with the AZA's long-term sustainability goals and position the Zoo for future growth. As part of staff outreach and after careful consideration of options and alternatives, the

name Central Coast Zoo, came out to be the clear, favorite selection for the Zoo's rebrand. This rebrand positions the Zoo to reach a broader audience and increase the opportunities for funding, grants, sponsorships and partnerships that support its long-term goals and aligns with accreditation requirements.

While the rebranding of the Zoo was essential to the Zoo's accreditation and the future sustainability of the Zoo, it remains important to preserve the legacy of the Zoo's founder, Charles Paddock. The founder remains honored through the dedication of the "Charles Paddock Plaza," at the Zoo's entrance, which features a commemorative statue and archway and serves as a prominent tribute. Mr. Paddock's contributions are also featured on the new history page on the Zoo's website's and as a featured section in the new children's activity book focused on conservation education.

In the coming months, Zoo staff will implement a comprehensive summer media campaign to expand outreach and engagement. This includes the release of educational videos, the launch of the children's activity book (to be distributed in hotels and local restaurants), and targeted advertising efforts running from July through September across both digital and traditional platforms. Zoo staff will continue to work closely with the Friends of the Charles Paddock Zoo to enhance sponsorship opportunities and grow revenue streams through expanded membership, donor engagement, and the development of a new capital campaign. These efforts support the Zoo's long-term goals and are essential components of maintaining AZA accreditation and ensuring the Zoo's continued success.

Council's support of the creation and implementation of a strategic plan, operational plan and marketing plan, focused on financial support of the Zoo, has been and continues to be necessary in both gaining and maintaining accreditation

FISCAL IMPACT:

Preparation for the rebranding process is part of both the Zoo's budget and the City's Marketing budget collectively and will result in an estimated expenditure of \$45,000.

REVIEWED BY OTHERS:

This item has been reviewed by the Zoo Director and the Deputy City Manager.

REVIEWED AND APPROVED FOR COUNCIL AGENDA



Lara K. Christensen, Deputy City Manager

ATTACHMENT(S): None