



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, May 27, 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

Mayor Bourbeau

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 - May 13, 2025, Regular Meeting | 5 |
| | <u>Recommendation:</u> Council approve the May 13, 2025, City Council Regular Meeting minutes. [City Clerk] | |
| 2. | April 2025 Accounts Payable and Payroll | 13 |
| | <u>Fiscal Impact:</u> Total expenditures for all funds is \$3,369,105.03. | |
| | <u>Recommendation:</u> Council approve certified City accounts payable, payroll and payroll vendor checks for April 2025 [Administrative Services] | |
| 3. | 2025 F-14 Pavement Rehabilitation Project Construction Award | 23 |
| | <u>Fiscal Impact:</u> Approving staff recommendations will result in the estimated expenditures up to \$2,800,000 in Sales Tax Measure F-14 Funds | |
| | <u>Recommendation:</u> Council: | |
| | 1. Award a construction contract for \$1,843,967 to Souza Construction for the 2025 F-14 Rehabilitation Project (Project No. C2024R01). | |
| | 2. Authorize the Director of Administrative Services to allocate \$2,550,000 of Sales Tax Measure F-14 funds for the 2025 F-14 Pavement Rehabilitation Project. [Public Works] | |

4. **Annual Military Equipment Report Pursuant Assembly Bill 481** 29

Fiscal Impact: None

Recommendation: Council receive and file the annual Military Equipment Report according to the requirements of Assembly Bill 481; and takes such additional, related, action that may be desirable.[Police Department]

5. **Adoption of an Ordinance Forming the Atascadero Industrial Development Authority** 46

Fiscal Impact: There is no significant impact to the City's general fund associated with the proposed formation of the Industrial Development Authority.

Recommendation: Council adopt, on second reading by title only, an Ordinance of the City Council of the City of Atascadero Forming the Atascadero Industrial Development Authority. [Administrative 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. **Adoption of the 2025 Fire Hazard Severity Zone map and discussion regarding the Atascadero Wildland Urban Interface Fire Area Map** 52

Fiscal Impact: None

Recommendation: Council:

1. Introduce for first reading, by title only, Draft Ordinance adopting the State Fire Marshal's 2025 Local Responsibility Area Fire Hazard Severity Zone Map.

2. Review options and provide feedback to staff on the Atascadero Wildland Urban Interface Fire Area Map. [Fire Department]

2. **Amendments to Fee Schedule** 65

Fiscal Impact: There will be an increase in operating revenue resulting from the CPI increase, with an offsetting increase in costs to provide the services.

Recommendation: Council adopt Draft Resolution, adopting amended fees and deposits to offset costs incurred in planning services, and a schedule of fees and charges for City services.[Administrative Services]

3. **4543 Yerba Avenue Nuisance Abatement Hearing**

Fiscal Impact: While there is no fiscal impact anticipated in the declaration of a nuisance and an order to abate, the City may incur expenses in an amount to be determined should it later be compelled to abate the nuisance with its own forces or a contractor.

Recommendation: Council adopt Draft Resolution Declaring a Public Nuisance at 4543 Yerba Avenue and Ordering Abatement of the Nuisance.

H. **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)

I. **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
 - a. Mayor Bourbeau will make appointments to the DRC Committee and

Wastewater Working Group

2. City Clerk

3. City Treasurer

4. City Attorney

5. City Manager

J. ADJOURNMENT



CITY OF ATASCADERO CITY COUNCIL

MINUTES

Tuesday, May 13, 2025

**City Hall Council Chambers, Fourth Floor
6500 Palma Avenue, Atascadero, California**

City Council Regular Session:

6:00 P.M.

REGULAR SESSION – CALL TO ORDER: 6:00 P.M.

Mayor Bourbeau called the meeting to order at 6:00 P.M. and Council Member Peek led the Pledge of Allegiance.

ROLL CALL:

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

Absent: None

Others Present: None

Staff Present: City Manager Jim Lewis, Deputy City Manager/City Clerk Lara Christensen, City Attorney Dave Fleishman, Police Chief Dan Suttles, Public Works Director Nick DeBar, Community Development Director Phil Dunsmore, Administrative Services Director/City Treasurer Jeri Rangel, Deputy City Manager – IT Luke Knight, Fire Chief Casey Bryson, Human Resources Manager Rachel Hunter

A. CONSENT CALENDAR:

1. City Council Draft Minutes – April 22, 2025, Regular Meeting

- Recommendation: Council approve the April 22, 2025, City Council Regular Meeting minutes. [City Clerk]

2. March 2025 Investment Report

- Fiscal Impact: None

- Recommendation: Council receive and file the City Treasurer's report for quarter ending March 31, 2025 [Administrative Services]

3. Atascadero Tourism Business Improvement District (ATBID) Assessment

- Fiscal Impact: None.
- Recommendation: Council:
 1. Approve the ATBID Annual Report.
 2. Adopt Draft Resolution, declaring intent to levy an annual Business Improvement District assessment on lodging businesses within the Atascadero Tourism Business Improvement District, and set a public hearing for June 10, 2025. [Community Services & Promotions]

4. Downtown Parking and Business Improvement Area (DPBIA) Assessment

- Fiscal Impact: None.
- Recommendation: Council adopt Draft Resolution, declaring intent to levy the annual Downtown Parking and Business Improvement Area assessment, and set a public hearing for June 10, 2025. [Community Development]

5. Apple Valley Assessment Districts

- 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, and \$6,770 will be recognized from contributions made by the developer.
- Recommendation: Council:
 1. Adopt Draft Resolution A, initiating proceedings for the levy and collection of annual assessments for Atascadero Street and Storm Drain Maintenance District No. 01 (Apple Valley) for fiscal year 2025/2026.
 2. Adopt Draft Resolution B, accepting and preliminarily approving the Engineer's Annual Levy Report regarding the Atascadero Street and Storm Drain Maintenance District No. 01 (Apple Valley).
 3. Adopt Draft Resolution C, declaring the City's intention to levy and collect annual assessments within Atascadero Street and Storm Drain Maintenance District No. 01 (Apple Valley) in fiscal year 2025/2026, and to appoint a time and place for the public hearing on these matters.
 4. Adopt Draft Resolution D, initiating proceedings for annual levy of assessments for the Atascadero Landscaping and Lighting Maintenance District No. 01 (Apple Valley) for fiscal year 2025/2026 pursuant to the provisions of Part 2 of Division 15 of the California Streets and Highways Code.
 5. Adopt Draft Resolution E, for preliminary approval of the Annual Engineer's Levy Report for the Atascadero Landscaping and Lighting Maintenance District No. 01 (Apple Valley) for fiscal year 2025/2026.
 6. Adopt Draft Resolution F, declaring the City's intention to levy and collect assessments for the Atascadero Landscaping and Lighting Maintenance District No. 01 (Apple Valley) for fiscal year 2025/2026. [Administrative Services]

6. De Anza Estates Assessment Districts

- 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.
- Recommendation: Council:
 1. Adopt Draft Resolution A, initiating proceedings for the levy and collection of annual assessments for Atascadero Street and Storm Drain Maintenance District No. 03 (De Anza Estates) for fiscal year 2025/2026.
 2. Adopt Draft Resolution B, accepting and preliminarily approving the Engineer's Annual Levy Report regarding the Atascadero Street and Storm Drain Maintenance District No. 03 (De Anza Estates).
 3. Adopt Draft Resolution C, declaring the City's intention to levy and collect annual assessments within Atascadero Street and Storm Drain Maintenance District No. 03 (De Anza Estates) in fiscal year 2025/2026, and to appoint a time and place for the public hearing on these matters.
 4. Adopt Draft Resolution D, initiating proceedings for annual levy of assessments for the Atascadero Landscaping and Lighting Maintenance District No. 03 (De Anza Estates) for fiscal year 2025/2026 pursuant to the provisions of Part 2 of Division 15 of the California Streets and Highways Code.
 5. Adopt Draft Resolution E, for preliminary approval of the Annual Engineer's Levy Report for the Atascadero Landscaping and Lighting Maintenance District No. 03 (De Anza Estates) for fiscal year 2025/2026.
 6. Adopt Draft Resolution F, declaring the City's intention to levy and collect assessments for the Atascadero Landscaping and Lighting Maintenance District No. 03 (De Anza Estates) for fiscal year 2025/2026. [Administrative Services]

7. Las Lomas (Woodridge) Assessment Districts

- 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.
- Recommendation: Council:
 1. Adopt Draft Resolution A, initiating proceedings for the levy and collection of annual assessments for Atascadero Street and Storm Drain Maintenance District No. 02 (Las Lomas [Woodridge]) for fiscal year 2025/2026.
 2. Adopt Draft Resolution B, accepting and preliminarily approving the Engineer's Annual Levy Report regarding the Atascadero Street and Storm Drain Maintenance District No. 02 (Las Lomas [Woodridge]).
 3. Adopt Draft Resolution C, declaring the City's intention to levy and collect annual assessments within Atascadero Street and Storm Drain Maintenance District No. 02 (Las Lomas [Woodridge]) in fiscal year 2025/2026, and to appoint a time and place for the public hearing on these matters.

4. Adopt Draft Resolution D, initiating proceedings for annual levy of assessments for the Atascadero Landscaping and Lighting Maintenance District No. 02 (Las Lomas [Woodridge]) for fiscal year 2025/2026 pursuant to the provisions of Part 2 of Division 15 of the California Streets and Highways Code.
5. Adopt Draft Resolution E, for preliminary approval of the Annual Engineer's Levy Report for the Atascadero Landscaping and Lighting Maintenance District No. 02 (Las Lomas [Woodridge]) for fiscal year 2025/2026.
6. Adopt Draft Resolution F, declaring the City's intention to levy and collect assessments for the Atascadero Landscaping and Lighting Maintenance District No. 02 (Las Lomas [Woodridge]) for fiscal year 2025/2026. [Administrative Services]

8. Atascadero Tourism Business Improvement District (ATBID) Board Appointment of Two Board Members for New Term

- Fiscal Impact: None
- Recommendation: Council appoint Clint Pearce and Sarah Maggelet to the ATBID Advisory Board for the term expiring June 30, 2027 [Community Services and Promotions]

9. Asset Management Software

- Fiscal Impact: Approval of the Asset Management software platform will incur expenditures of \$420,000 in General Government Facilities Fees Funds and \$150,000 Wastewater Funds allocated for this project, and \$102,000 in General Funds over a five-year period.
- Recommendation: Council:
 1. Authorize the City Manager to execute a contract with Centricity GIS in the amount of \$215,000, for the configuration, implementation, and training for new asset management software.
 2. Authorize the City Manager to execute a contract with Trimble, Inc. in the amount of \$305,000 for the subscription and support for new asset management software [Information Technology]

10. 11800 San Marcos Road Emergency Repair and Stabilization Project Construction Award

- Fiscal Impact: Approving staff recommendations will result in the estimated expenditure of \$524,000 comprised of 88.53% FHWA funds and 11.47% Local Transportation Funds, or \$463,900 and \$60,100, respectively.
- Recommendation: Council:
 1. Award a construction contract for \$267,183 to David Crye Construction for the 11800 San Marcos Road Emergency Repair and Stabilization Project (Project No. Z2024E01).
 2. Authorize the Administrative Services Director to allocate an estimated \$463,900 in FWHA Emergency Opening Fund revenues and expenses for the project.
 3. Authorize the Administrative Services Director to allocate an estimated \$60,100 in Local Transportation Funds to cover the 11.47% local match for FWHA Emergency Opening Funds. [Public Works]

11. San Luis Obispo County Tourism Marketing District (TMD) Board Appointment

- Fiscal Impact: None
- Recommendation: Council appoint lodging representative, Amar Sohi, to the San Luis Obispo County Tourism Marketing District Board of Directors for the term expiring June 30, 2027. [Community Services and Promotions]

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: Peek
SECOND BY: Funk

1. Approve Consent Calendar (#A3: Resolution No. 2025-006) (#A4: Resolution No. 2025-007) (#A5: Resolution Nos. 2025-008, 2025-009, 2025-010, 2025-011, 2025-012, 2025-013) (#A6: Resolution Nos. 2025-014, 2025-015, 2025-016, 2025-017, 2025-018, 2025-019) (#A: Resolution Nos. 2025-020, 2025-021, 2025-022, 2025-023, 2025-024, 2025-025) (#A9: Contract Nos. 2025-009, 2025-010) (#A9: Contract No. 2025-011)

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

Passed 5-0

UPDATES FROM THE CITY MANAGER: City Manager James R. Lewis gave an update on projects and issues within the City.

COMMUNITY FORUM:

The following persons spoke: None

B. MANAGEMENT REPORTS:

1. Update on ECHO Expansion and Neighborhood Meetings

- Fiscal Impact: None
- Recommendation: Council receive an update on shelter operations as a result of community meetings and associated public feedback. [Community Development]

Community Development Director Phil Dunsmore gave the presentation. Wendy Lewis with ECHO spoke and answered questions from Council.

PUBLIC COMMENT:

Mayor Bourbeau opened the Public Comment period.

The following persons spoke on this item: Kelly, Jay DeCou, Susan Fritz, Heather Branton, Linda Stewart, Eric Young, John Sanders, Eric Union, Geoff Auslen, Harry Vantaw, Dan Ulrich

Mayor Bourbeau closed the Public Comment period.

Council received an update on shelter operations at ECHO and directed ECHO to hold at least two public outreach events for the local neighborhood annually.

C. PUBLIC HEARINGS

1. AB 2561 Vacancies Presentation

- Fiscal Impact: None
- Recommendation: Receive and file the City of Atascadero Status of Workforce Vacancies, Recruitment and Retention presentation. [Human Resources]

Human Resources Manager Rachel Hunter gave the presentation and answered questions from Council.

PUBLIC COMMENT:

Mayor Bourbeau opened the Public Comment period.

The following persons spoke on this item: Nicole Byant

Mayor Bourbeau closed the Public Comment period.

Council received and filed the City of Atascadero Status of Workforce vacancies, recruitment and retention presentation.

2. Weed Abatement Hearing of Objections

- Fiscal Impact: None
- Recommendation: Council
 1. Hear all objections to the proposed removal of vegetative growth and/or refuse and allow or overrule any objections.
 2. Authorize the Fire Chief to proceed and perform the work of abatement. [Fire and Emergency Services]

Fire Chief Casey Bryson gave the presentation and answered questions from the City Council.

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: Dariz
SECOND BY: Funk

1. Authorize the Fire Chief to proceed and perform the work of abatement.

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

Passed 5-0

3. Introduction of an Ordinance forming the Atascadero Industrial Development Authority and Adoption of a Resolution Declaring the City Council as the Board of Directors of the Atascadero Industrial Development Authority Formation

- Fiscal Impact: No significant impact
- Recommendation: Council:
 1. Introduce for first reading by title only an Ordinance of the City Council of the City of Atascadero Forming the Atascadero Industrial Development Authority.
 2. Adopt a Resolution declaring the City Council as the Board of Directors of the Atascadero Industrial Development Authority. [Administrative Services]

Administrative Services Director Jeri Rangel and Bond Team members Vanessa Legbandt and Wing-See Fox gave the presentation and answered questions from the City Council.

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. Introduce for first reading by title only an Ordinance of the City Council of the City of Atascadero Forming the Atascadero Industrial Development Authority.
2. Adopt a Resolution declaring the City Council as the Board of Directors of the Atascadero Industrial Development Authority.

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

Passed 5-0

Notice of Public Hearing Cancellation:

4. Economic Development Subsidy – Centennial Development Project

D. COUNCIL ANNOUNCEMENTS AND COMMITTEE REPORTS:

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

Mayor Bourbeau

1. Integrated Waste Management Authority (IWMA)
2. County Mayor's Round Table

Mayor Pro Tem Dariz

1. Community Action Partnership of San Luis Obispo (CAPSLO)

Council Member Funk

1. Homeless Services Oversight Council
2. Atascadero Basin Ground Water Sustainability Agency (GSA)

Council Member Newsom

1. SLO Regional Transit Authority (RTA)
2. City/Schools Committee
3. City of Atascadero Finance Committee

Council Member Peek

1. City/Schools Committee

Council Members Dariz, Funk, and Peek noted attending the League of California Cities Leaders Summit in Sacramento and appreciated the opportunity the City provided for them to participate.

E. INDIVIDUAL DETERMINATION AND / OR ACTION:

1. City Council
 - a. Council Member Funk inquired about the formation of a City Council taskforce that would be a liaison between the working group and the City Council in review of wastewater fees.

There was Council consensus for Mayor Bourbeau to appoint 2 Council Members to the working group which will be formed in June. Appointments to be made at the next City Council meeting during Individual Determination.

ADJOURNMENT

Mayor Bourbeau adjourned the meeting at 8:45 p.m.

MINUTES PREPARED BY:

Alyssa Slater
Deputy City Clerk

APPROVED:



CITY OF ATASCADERO

CITY COUNCIL STAFF REPORT

D2

Department: Administrative
Services
Date: 5/27/25
Placement: Consent

TO: JAMES R. LEWIS, CITY MANAGER
FROM: JERI RANGEL, DIRECTOR OF ADMINISTRATIVE SERVICES
PREPARED BY: ADRIANA ANGÜIS, ACCOUNTING SPECIALIST
SUBJECT: April 2025 Accounts Payable and Payroll

RECOMMENDATION:

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

DISCUSSION:

Attached for City Council review and approval are the following:

PAYROLL

Dated	4/10/25	Checks # 36294-36302	\$	5,117.88
		Direct Deposits		391,324.10
Dated	4/24/25	Checks # 36303-36308		2,890.10
		Direct Deposits		405,389.58

ACCOUNTS PAYABLE


Dated 4/1/25-4/30/25	Checks # 181303 - 181584 & EFTs 5546-5580	2,564,383.37
TOTAL AMOUNT		\$ 3,369,105.03

FISCAL IMPACT:

Total expenditures for all funds is \$ 3,369,105.03

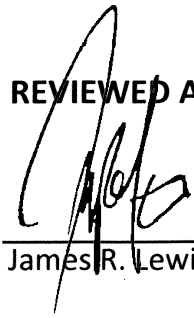
CERTIFICATION:

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



James R. Lewis, City Manager

ATTACHMENT:

April 2025 Eden Warrant Register in the amount of \$ 2,564,383.37

City of Atascadero
Disbursement Listing

5/27/25 | Item D2 | Attachment 1

For the Month of April 2025

Check Number	Check Date	Vendor	Description	Amount
5546	04/01/2025	RABOBANK, N.A.	Payroll Vendor Payment	73,239.62
5547	04/01/2025	EMPLOYMENT DEV DEPARTMENT	Payroll Vendor Payment	22,429.46
5548	04/01/2025	EMPLOYMENT DEV. DEPARTMENT	Payroll Vendor Payment	4,857.75
181303	04/01/2025	ANTHEM BLUE CROSS HEALTH	Payroll Vendor Payment	230,268.59
181305	04/01/2025	GIS BENEFITS	Payroll Vendor Payment	17,075.78
181306	04/04/2025	A SUPERIOR CRANE, LLC	Accounts Payable Check	990.00
181307	04/04/2025	A-1 PEST MANAGEMENT	Accounts Payable Check	199.00
181308	04/04/2025	ALPHA ELECTRICAL SERVICE	Accounts Payable Check	2,774.63
181309	04/04/2025	APPLIANCE PRO'S	Accounts Payable Check	50.00
181310	04/04/2025	ASCAP	Accounts Payable Check	454.26
181311	04/04/2025	ASHLEY & VANCE ENGINEERING INC	Accounts Payable Check	2,216.25
181312	04/04/2025	AT&T	Accounts Payable Check	810.90
181314	04/04/2025	AT&T	Accounts Payable Check	1,540.89
181315	04/04/2025	ATASCADERO GIRLS SOFTBALL	Accounts Payable Check	382.50
181316	04/04/2025	ATASCADERO HAY & FEED	Accounts Payable Check	2,539.91
181317	04/04/2025	ATASCADERO LITTLE LEAGUE	Accounts Payable Check	350.00
181319	04/04/2025	ATASCADERO MUTUAL WATER CO.	Accounts Payable Check	6,747.74
181320	04/04/2025	ATASCADERO YOUTH FOOTBALL	Accounts Payable Check	1,627.00
181321	04/04/2025	TERRIE BANISH	Accounts Payable Check	300.00
181322	04/04/2025	BELLA VISTA INVESTIGATIVE SERV	Accounts Payable Check	4,250.00
181323	04/04/2025	KEITH R. BERGHER	Accounts Payable Check	33.75
181324	04/04/2025	BERRY MAN, INC.	Accounts Payable Check	827.25
181325	04/04/2025	BIG BRAND TIRE & SERVICE	Accounts Payable Check	1,478.92
181326	04/04/2025	JOHN R. BLEDSOE	Accounts Payable Check	2,606.85
181327	04/04/2025	TERRI RECCHIA BLEDSOE	Accounts Payable Check	1,587.50
181328	04/04/2025	KAREN BOORTZ	Accounts Payable Check	198.14
181329	04/04/2025	BRANCH SMITH PROPERTIES	Accounts Payable Check	410.00
181330	04/04/2025	BREZDEN PEST CONTROL, INC.	Accounts Payable Check	193.00
181331	04/04/2025	BUREAU VERITAS NORTH AMERICA	Accounts Payable Check	11,241.73
181332	04/04/2025	BURT INDUSTRIAL SUPPLY	Accounts Payable Check	158.66
181333	04/04/2025	CARBON HEALTH MED GROUP OF CA	Accounts Payable Check	425.00
181334	04/04/2025	JEREMY CARNEVALI	Accounts Payable Check	4.00
181335	04/04/2025	CENTRAL COAST BREWERS GUILD	Accounts Payable Check	5,000.00
181336	04/04/2025	CHARLES CHARM	Accounts Payable Check	150.00
181337	04/04/2025	CHARTER COMMUNICATIONS	Accounts Payable Check	2,030.74
181338	04/04/2025	CINTAS	Accounts Payable Check	960.45
181339	04/04/2025	CITY OF ATASCADERO	Accounts Payable Check	903.00
181340	04/04/2025	COLOR CRAFT PRINTING	Accounts Payable Check	36.50
181341	04/04/2025	CRYSTAL CRIMBCHIN	Accounts Payable Check	673.27
181342	04/04/2025	CS NOW, INC.	Accounts Payable Check	54.26

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Check Number	Check Date	Vendor	Description	Amount
181343	04/04/2025	CUESTA POLYGRAPH & INVEST. LLC	Accounts Payable Check	900.00
181344	04/04/2025	SHARON J. DAVIS	Accounts Payable Check	136.50
181345	04/04/2025	NICHOLAS DEBAR	Accounts Payable Check	300.00
181346	04/04/2025	DEEP BLUE INTEGRATION, INC.	Accounts Payable Check	270.00
181347	04/04/2025	PATRICIA DEIRMENJIAN	Accounts Payable Check	110.66
181348	04/04/2025	DELTA LIQUID ENERGY	Accounts Payable Check	886.14
181349	04/04/2025	DEPARTMENT OF JUSTICE	Accounts Payable Check	728.00
181350	04/04/2025	DIVISION OF STATE ARCHITECT	Accounts Payable Check	858.80
181351	04/04/2025	DOCUSIGN INC	Accounts Payable Check	6,844.50
181352	04/04/2025	PHILIP DUNSMORE	Accounts Payable Check	300.00
181353	04/04/2025	ECOLOGISTICS, INC.	Accounts Payable Check	7,500.00
181354	04/04/2025	ECONOMIC DEV COLLABORATIVE-	Accounts Payable Check	2,255.98
181355	04/04/2025	EXECUTIVE JANITORIAL	Accounts Payable Check	3,500.00
181356	04/04/2025	FARM SUPPLY COMPANY	Accounts Payable Check	571.25
181357	04/04/2025	FENCE FACTORY ATASCADERO	Accounts Payable Check	490.50
181358	04/04/2025	FGL ENVIRONMENTAL	Accounts Payable Check	754.00
181359	04/04/2025	FILIPPIN ENGINEERING, INC.	Accounts Payable Check	89,133.59
181360	04/04/2025	ALEX GENTILLY	Accounts Payable Check	313.00
181361	04/04/2025	GHS PARTS, INC.	Accounts Payable Check	50.17
181362	04/04/2025	GLENN'S REPAIR & RENTAL, INC.	Accounts Payable Check	75.00
181363	04/04/2025	GRAINGER	Accounts Payable Check	330.54
181364	04/04/2025	KADEN GROSECLOSE	Accounts Payable Check	313.00
181365	04/04/2025	HAMNER, JEWELL & ASSOCIATES	Accounts Payable Check	558.75
181366	04/04/2025	HART IMPRESSIONS PRINTING	Accounts Payable Check	1,277.85
181367	04/04/2025	HINDERLITER, DE LLAMAS	Accounts Payable Check	2,960.37
181368	04/04/2025	HOME DEPOT CREDIT SERVICES	Accounts Payable Check	3,429.87
181369	04/04/2025	ALAN HURST	Accounts Payable Check	164.00
181370	04/04/2025	INTERWEST CONSULTING GROUP INC	Accounts Payable Check	84,920.43
181371	04/04/2025	ZACHARIAH JACKSON	Accounts Payable Check	70.00
181372	04/04/2025	JK'S UNLIMITED, INC.	Accounts Payable Check	7,068.36
181373	04/04/2025	JOE A. GONSALVES & SON	Accounts Payable Check	3,000.00
181374	04/04/2025	KMIT SOLUTIONS	Accounts Payable Check	3,315.00
181375	04/04/2025	KPRL 1230 AM	Accounts Payable Check	320.00
181376	04/04/2025	JESSICA KROUSE	Accounts Payable Check	46.90
181377	04/04/2025	LEE WILSON ELECTRIC CO. INC	Accounts Payable Check	7,245.35
181378	04/04/2025	JAMES R. LEWIS	Accounts Payable Check	1,035.98
181379	04/04/2025	LIFE ASSIST, INC.	Accounts Payable Check	3,124.39
181380	04/04/2025	JACKSON LIGHT	Accounts Payable Check	952.00
181381	04/04/2025	MARBORG INDUSTRIES	Accounts Payable Check	73.05
181382	04/04/2025	MBS LAND SURVEYS	Accounts Payable Check	4,357.50

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181383	04/04/2025	RYAN J. MCNAMEE	Accounts Payable Check	120.00
181384	04/04/2025	MED STOP URGENT CARE CENTER	Accounts Payable Check	256.00
181385	04/04/2025	METROPOLITAN TRANSP COMM	Accounts Payable Check	3,000.00
181386	04/04/2025	MIG	Accounts Payable Check	2,270.00
181387	04/04/2025	MINER'S ACE HARDWARE	Accounts Payable Check	605.20
181388	04/04/2025	MATTHEW J. MIRANDA	Accounts Payable Check	313.00
181389	04/04/2025	MOSS, LEVY, & HARTZHEIM LLP	Accounts Payable Check	2,300.00
181390	04/04/2025	MUNICIPAL MAINT EQUIPMENT, INC	Accounts Payable Check	1,736.49
181391	04/04/2025	NEW TIMES	Accounts Payable Check	234.00
181392	04/04/2025	ODP BUSINESS SOLUTIONS, LLC	Accounts Payable Check	58.99
181393	04/04/2025	PACIFIC GAS AND ELECTRIC	Accounts Payable Check	2,514.93
181394	04/04/2025	KATHRYN PAYNE	Accounts Payable Check	130.50
181395	04/04/2025	TIMOTHY PERKINS	Accounts Payable Check	164.00
181396	04/04/2025	PORTER CONSTRUCTION, INC.	Accounts Payable Check	7,385.00
181397	04/04/2025	PROCARE JANITORIAL SUPPLY, INC.	Accounts Payable Check	360.23
181398	04/04/2025	QUADIENT, INC.	Accounts Payable Check	124.46
181399	04/04/2025	RAINSCAPE, A LANDSCAPE SVC CO.	Accounts Payable Check	457.16
181400	04/04/2025	JERI RANGEL	Accounts Payable Check	300.00
181401	04/04/2025	RENEWELL FLEET SERVICE LLC	Accounts Payable Check	1,958.46
181402	04/04/2025	VOID	Accounts Payable Check	0.00
181403	04/04/2025	CORBIN J. ROSSI	Accounts Payable Check	240.00
181404	04/04/2025	ARIANA M. SALES	Accounts Payable Check	144.30
181405	04/04/2025	SECURITAS TECHNOLOGY	Accounts Payable Check	669.04
181406	04/04/2025	SLO COUNTY SHERIFF'S OFFICE	Accounts Payable Check	754.00
181407	04/04/2025	RANDY D. SMART, JR.	Accounts Payable Check	30.00
181408	04/04/2025	IAN TYLER SMITH	Accounts Payable Check	114.03
181409	04/04/2025	SOCAL GAS	Accounts Payable Check	3,149.98
181410	04/04/2025	SOUZA CONSTRUCTION, INC.	Accounts Payable Check	618,521.72
181411	04/04/2025	SPECIALIZED EQUIPMENT REPAIR	Accounts Payable Check	1,264.22
181412	04/04/2025	SUNLIGHT JANITORIAL, INC.	Accounts Payable Check	1,897.50
181413	04/04/2025	SUNRUN INSTALLATION SERVICES	Accounts Payable Check	309.22
181414	04/04/2025	MADELINE M. TAYLOR	Accounts Payable Check	383.40
181415	04/04/2025	TEN OVER STUDIO, INC.	Accounts Payable Check	872.50
181416	04/04/2025	T-MOBILE	Accounts Payable Check	6,019.50
181417	04/04/2025	TUCKFIELD & ASSOCIATES	Accounts Payable Check	8,406.74
181418	04/04/2025	U.S. POSTMASTER	Accounts Payable Check	3,189.54
181419	04/04/2025	UNIVAR SOLUTIONS USA, INC.	Accounts Payable Check	6,041.25
181420	04/04/2025	VERIZON WIRELESS	Accounts Payable Check	315.99
181421	04/04/2025	VINO VICE, INC.	Accounts Payable Check	258.50
181422	04/04/2025	VOICE PRODUCTS, INC.	Accounts Payable Check	43,460.53

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181423	04/04/2025	WATER SYSTEMS CONSULTING, INC.	Accounts Payable Check	36,927.75
181424	04/04/2025	WCJ PROPERTY MANAGEMENT	Accounts Payable Check	1,320.00
181425	04/04/2025	WEST COAST AUTO & TOWING, INC.	Accounts Payable Check	100.00
181426	04/04/2025	WEX BANK - BUSINESS UNIVERSAL	Accounts Payable Check	12,992.43
181427	04/04/2025	WEX BANK - WEX FLEET UNIVERSAL	Accounts Payable Check	8,659.78
181428	04/04/2025	KAREN B. WYKE	Accounts Payable Check	1,370.40
181429	04/04/2025	YOUTH EVOLUTION SOCCER	Accounts Payable Check	1,914.00
181430	04/04/2025	ZOE J. DUTY FAMILY ENTERPRISES	Accounts Payable Check	29.00
181431	04/04/2025	ZOO TAMPA AT LOWRY PARK	Accounts Payable Check	498.26
5549	04/10/2025	MCGRIFF INSURANCE SERVICE TRUIST INSURANCE HO	Payroll Vendor Payment	1,105.01
5550	04/10/2025	ANTHEM BLUE CROSS HSA	Payroll Vendor Payment	12,697.61
181432	04/10/2025	ATASCADERO PROF. FIREFIGHTERS	Payroll Vendor Payment	1,557.51
181433	04/10/2025	FRANCHISE TAX BOARD	Payroll Vendor Payment	93.60
181434	04/10/2025	IAFF MERP	Payroll Vendor Payment	1,900.00
181435	04/10/2025	MISSIONSQUARE	Payroll Vendor Payment	18,197.59
181436	04/10/2025	NATIONWIDE RETIREMENT SOLUTION	Payroll Vendor Payment	761.35
181437	04/10/2025	VEHICLE REGISTR COLLECTION	Payroll Vendor Payment	607.00
5551	04/11/2025	STATE DISBURSEMENT UNIT	Payroll Vendor Payment	692.30
5552	04/11/2025	ATASCADERO POLICE OFFICERS	Payroll Vendor Payment	2,164.00
5553	04/11/2025	SEIU LOCAL 620	Payroll Vendor Payment	958.14
5554	04/14/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	16,981.91
5555	04/14/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	34,958.19
5556	04/14/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	3,082.01
5557	04/14/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	2,830.30
5558	04/14/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	8,902.45
5559	04/14/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	12,278.57
5560	04/14/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	21,386.18
5561	04/14/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	30,110.85
5562	04/15/2025	RABOBANK, N.A.	Payroll Vendor Payment	70,508.65
5563	04/15/2025	EMPLOYMENT DEV DEPARTMENT	Payroll Vendor Payment	21,553.62
5564	04/15/2025	EMPLOYMENT DEV. DEPARTMENT	Payroll Vendor Payment	4,713.86
181438	04/18/2025	2 MEXICANS, LLC	Accounts Payable Check	3,161.00
181439	04/18/2025	AGP VIDEO, INC.	Accounts Payable Check	2,380.00
181440	04/18/2025	AIRGAS USA, LLC	Accounts Payable Check	57.86
181441	04/18/2025	ALL SIGNS AND GRAPHICS, INC.	Accounts Payable Check	456.75
181442	04/18/2025	ALLIANT INSURANCE SERVICES INC	Accounts Payable Check	185.00
181443	04/18/2025	ALPHA ELECTRICAL SERVICE	Accounts Payable Check	635.00
181444	04/18/2025	HELONA ANDRESSON	Accounts Payable Check	153.00
181445	04/18/2025	SADA ANDREWS	Accounts Payable Check	112.00
181446	04/18/2025	AT&T	Accounts Payable Check	440.70

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181447	04/18/2025	AT&T	Accounts Payable Check	760.93
181448	04/18/2025	ATASCADERO HAY & FEED	Accounts Payable Check	1,395.22
181449	04/18/2025	BATTERY SYSTEMS, INC.	Accounts Payable Check	134.29
181450	04/18/2025	BAUER COMPRESSORS	Accounts Payable Check	1,744.28
181451	04/18/2025	BAY AREA DRIVING SCHOOL, INC.	Accounts Payable Check	69.99
181452	04/18/2025	KEITH R. BERGHER	Accounts Payable Check	270.00
181453	04/18/2025	BERRY MAN, INC.	Accounts Payable Check	574.75
181454	04/18/2025	BIG BRAND TIRE & SERVICE	Accounts Payable Check	5,650.69
181455	04/18/2025	BLUE SKY PSYCHOLOGY GROUP INC.	Accounts Payable Check	360.00
181456	04/18/2025	BOUND TREE MEDICAL, LLC	Accounts Payable Check	1,394.10
181457	04/18/2025	BRANCH SMITH PROPERTIES	Accounts Payable Check	410.00
181458	04/18/2025	BRENDLER JANITORIAL SERVICE	Accounts Payable Check	1,370.00
181459	04/18/2025	BREZDEN PEST CONTROL, INC.	Accounts Payable Check	74.00
181460	04/18/2025	BURT INDUSTRIAL SUPPLY	Accounts Payable Check	238.95
181461	04/18/2025	CA BUILDING STANDARDS COMM.	Accounts Payable Check	476.10
181462	04/18/2025	CA DEPT OF TAX AND FEE ADMIN.	Accounts Payable Check	3,310.00
181463	04/18/2025	VOID	Accounts Payable Check	0.00
181464	04/18/2025	CENTRAL COAST PRINT COMPANY	Accounts Payable Check	5,153.28
181465	04/18/2025	CG VISUAL SOLUTIONS CORP.	Accounts Payable Check	458.58
181466	04/18/2025	CHARTER COMMUNICATIONS	Accounts Payable Check	4,447.88
181467	04/18/2025	LARA CHRISTENSEN	Accounts Payable Check	576.47
181468	04/18/2025	CINTAS	Accounts Payable Check	943.13
181469	04/18/2025	TIMOTHY CLEAVER	Accounts Payable Check	243.00
181470	04/18/2025	CLEVER CONCEPTS, INC.	Accounts Payable Check	7,487.50
181471	04/18/2025	COASTAL COPY, INC.	Accounts Payable Check	322.61
181472	04/18/2025	COLOR CRAFT PRINTING	Accounts Payable Check	926.52
181473	04/18/2025	COMFORT LIVING HEATING & AIR	Accounts Payable Check	860.00
181474	04/18/2025	COPWARE, INC.	Accounts Payable Check	965.00
181475	04/18/2025	CRYSTAL SPRINGS WATER	Accounts Payable Check	20.00
181476	04/18/2025	CSG CONSULTANTS, INC.	Accounts Payable Check	451.50
181477	04/18/2025	CULLIGAN SANTA MARIA	Accounts Payable Check	770.60
181478	04/18/2025	DAN BIDDLE PEST CONTROL SERVIC	Accounts Payable Check	150.00
181479	04/18/2025	DEEP BLUE INTEGRATION, INC.	Accounts Payable Check	540.00
181480	04/18/2025	DELTA LIQUID ENERGY	Accounts Payable Check	4,075.82
181481	04/18/2025	DEPARTMENT OF CONSERVATION	Accounts Payable Check	4,002.06
181482	04/18/2025	DEPARTMENT OF TRANSPORTATION	Accounts Payable Check	6,436.91
181483	04/18/2025	EL CAMINO VETERINARY HOSPITAL	Accounts Payable Check	182.86
181484	04/18/2025	FAHLO	Accounts Payable Check	195.00
181485	04/18/2025	FAMCON PIPE AND SUPPLY, INC.	Accounts Payable Check	2,310.94
181486	04/18/2025	FARM SUPPLY COMPANY	Accounts Payable Check	233.24

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Check Number	Check Date	Vendor	Description	Amount
181487	04/18/2025	FGL ENVIRONMENTAL	Accounts Payable Check	278.00
181488	04/18/2025	FIESTA MAHAR MANUFACTURING CORP	Accounts Payable Check	703.78
181489	04/18/2025	FILIPPIN ENGINEERING, INC.	Accounts Payable Check	8,268.75
181490	04/18/2025	GHS PARTS, INC.	Accounts Payable Check	23.93
181491	04/18/2025	GRANITE CONSTRUCTION, INC.	Accounts Payable Check	1,522.50
181492	04/18/2025	TRISTAN M. GUILLORY	Accounts Payable Check	60.00
181493	04/18/2025	HANSEN BRO'S CUSTOM FARMING	Accounts Payable Check	25,760.00
181494	04/18/2025	RYAN HAYES	Accounts Payable Check	243.00
181495	04/18/2025	HERC RENTALS, INC.	Accounts Payable Check	619.88
181496	04/18/2025	RYAN HOFSTETTER	Accounts Payable Check	119.63
181497	04/18/2025	IRON MOUNTAIN RECORDS MGMNT	Accounts Payable Check	155.42
181498	04/18/2025	J. CARROLL CORPORATION	Accounts Payable Check	2,789.17
181499	04/18/2025	JEFF & TONY'S DSD, LLC	Accounts Payable Check	525.44
181500	04/18/2025	K&M INTERNATIONAL	Accounts Payable Check	388.41
181501	04/18/2025	KPRL 1230 AM	Accounts Payable Check	320.00
181502	04/18/2025	JESSICA KROUSE	Accounts Payable Check	40.46
181503	04/18/2025	JAMES R. LEWIS	Accounts Payable Check	69.99
181504	04/18/2025	LIN LI	Accounts Payable Check	36.00
181505	04/18/2025	LIFE ASSIST, INC.	Accounts Payable Check	883.09
181506	04/18/2025	LOLA'S LETTERS CENTRAL COAST	Accounts Payable Check	625.00
181507	04/18/2025	MADRONE LANDSCAPES, INC.	Accounts Payable Check	385.00
181508	04/18/2025	MARBORG INDUSTRIES	Accounts Payable Check	73.05
181509	04/18/2025	RYAN J. MCNAMEE	Accounts Payable Check	210.00
181510	04/18/2025	MEDINA LIGHT SHOW DESIGNS	Accounts Payable Check	4,835.00
181511	04/18/2025	MICHAEL K. NUNLEY & ASSC, INC.	Accounts Payable Check	1,650.50
181512	04/18/2025	MID COAST MOWER & SAW, INC.	Accounts Payable Check	100.77
181513	04/18/2025	MID-COAST FIRE PROTECTION, INC	Accounts Payable Check	2,629.11
181514	04/18/2025	MINER'S ACE HARDWARE	Accounts Payable Check	695.28
181515	04/18/2025	MV TRANSPORTATION, INC.	Accounts Payable Check	14,356.78
181516	04/18/2025	MWI ANIMAL HEALTH	Accounts Payable Check	1,370.45
181517	04/18/2025	NEW TIMES	Accounts Payable Check	351.00
181518	04/18/2025	NORTH COAST ENGINEERING INC.	Accounts Payable Check	472.50
181519	04/18/2025	RON OVERACKER	Accounts Payable Check	317.00
181524	04/18/2025	PACIFIC GAS AND ELECTRIC	Accounts Payable Check	67,667.54
181525	04/18/2025	DAWN PATTERSON	Accounts Payable Check	38.36
181526	04/18/2025	PEAKWIFI, LLC	Accounts Payable Check	650.00
181527	04/18/2025	DEAN PERICIC	Accounts Payable Check	407.31
181528	04/18/2025	ALESSANDRO PEROTTI	Accounts Payable Check	180.00
181529	04/18/2025	PERRY'S PARCEL & GIFT	Accounts Payable Check	25.00
181530	04/18/2025	MICHAEL W. PORTER II	Accounts Payable Check	60.00

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181531	04/18/2025	RACO MANUFACTURING & ENG. CO.	Accounts Payable Check	2,750.00
181532	04/18/2025	RAINSCAPE, A LANDSCAPE SVC CO.	Accounts Payable Check	6,847.00
181533	04/18/2025	RENEWELL FLEET SERVICE LLC	Accounts Payable Check	893.74
181534	04/18/2025	RICHARDS, WATSON & GERSHON	Accounts Payable Check	39,462.46
181535	04/18/2025	RICK ENGINEERING COMPANY	Accounts Payable Check	35,702.52
181536	04/18/2025	JAMES STEVEN ROBINSON DVM	Accounts Payable Check	10,500.00
181537	04/18/2025	RODMAN REPAIR & FABRICATION	Accounts Payable Check	720.00
181538	04/18/2025	CORBIN J. ROSSI	Accounts Payable Check	210.00
181539	04/18/2025	ALBERT SANUDO JR.	Accounts Payable Check	210.00
181540	04/18/2025	SECURITAS TECHNOLOGY	Accounts Payable Check	194.98
181541	04/18/2025	SITEONE LANDSCAPE SUPPLY, LLC	Accounts Payable Check	689.83
181542	04/18/2025	RANDY D. SMART, JR.	Accounts Payable Check	150.00
181543	04/18/2025	SOCAL GAS	Accounts Payable Check	658.37
181544	04/18/2025	SOUTHERN COMPUTER WAREHOUSE	Accounts Payable Check	561.98
181545	04/18/2025	SPEAKWRITE, LLC.	Accounts Payable Check	337.89
181546	04/18/2025	SPECIALIZED EQUIPMENT REPAIR	Accounts Payable Check	2,093.83
181547	04/18/2025	JENNIFER L. SPOTTEN	Accounts Payable Check	1,041.60
181548	04/18/2025	STATE WATER RES CONTROL BOARD	Accounts Payable Check	727.00
181549	04/18/2025	STONEAGE ARTS, INC.	Accounts Payable Check	168.88
181550	04/18/2025	TESCO CONTROLS, LLC	Accounts Payable Check	1,800.00
181551	04/18/2025	THOMSON REUTERS - WEST	Accounts Payable Check	222.69
181552	04/18/2025	THORN RUN PARTNERS LLC	Accounts Payable Check	3,000.00
181553	04/18/2025	TJA ADVERTISING	Accounts Payable Check	22,000.00
181554	04/18/2025	TOWNSEND PUBLIC AFFAIRS, INC.	Accounts Payable Check	4,000.00
181560	04/18/2025	U.S. BANK	Accounts Payable Check	37,849.88
181561	04/18/2025	ULTREX BUSINESS PRODUCTS	Accounts Payable Check	23.07
181562	04/18/2025	USA BLUE BOOK	Accounts Payable Check	1,153.10
181563	04/18/2025	TYSON VAN HORN	Accounts Payable Check	359.71
181564	04/18/2025	VANIR CONSTRUCTION MANAGEMENT	Accounts Payable Check	21,025.10
181565	04/18/2025	VERDIN	Accounts Payable Check	50,043.54
181566	04/18/2025	VINO VICE, INC.	Accounts Payable Check	94.00
181567	04/18/2025	VISIT SLO CAL	Accounts Payable Check	3,800.00
181568	04/18/2025	VITAL RECORDS CONTROL	Accounts Payable Check	224.95
181569	04/18/2025	WALKER'S OFFICE SUPPLIES INC.	Accounts Payable Check	4,796.42
181570	04/18/2025	WATER SYSTEMS CONSULTING, INC.	Accounts Payable Check	87,071.05
181571	04/18/2025	WEST COAST AUTO & TOWING, INC.	Accounts Payable Check	915.00
181572	04/18/2025	WESTERN JANITOR SUPPLY	Accounts Payable Check	314.45
181573	04/18/2025	BROCK WHITE	Accounts Payable Check	195.74
181574	04/18/2025	WHITLOCK & WEINBERGER TRANS.	Accounts Payable Check	1,213.75
181575	04/18/2025	WHIT'S TURN TREE CARE	Accounts Payable Check	402.00

City of Atascadero
Disbursement Listing

5/27/25 | Item D2 | Attachment 1

For the Month of April 2025

Check Number	Check Date	Vendor	Description	Amount
181576	04/18/2025	YEH AND ASSOCIATES, INC.	Accounts Payable Check	8,732.50
181577	04/18/2025	ZOO MED LABORATORIES, INC.	Accounts Payable Check	480.27
5565	04/24/2025	MCGRIFF INSURANCE SERVICE TRUIST INSURANCE H	Payroll Vendor Payment	1,105.01
5566	04/24/2025	ANTHEM BLUE CROSS HSA	Payroll Vendor Payment	12,028.61
181578	04/24/2025	ATASCADERO PROF. FIREFIGHTERS	Payroll Vendor Payment	1,557.51
181579	04/24/2025	FRANCHISE TAX BOARD	Payroll Vendor Payment	19.80
181580	04/24/2025	IAFF MERP	Payroll Vendor Payment	1,900.00
181581	04/24/2025	MISSIONSQUARE	Payroll Vendor Payment	17,618.47
181582	04/24/2025	NATIONWIDE RETIREMENT SOLUTION	Payroll Vendor Payment	805.65
181583	04/24/2025	VEHICLE REGISTR COLLECTION	Payroll Vendor Payment	394.00
5567	04/25/2025	STATE DISBURSEMENT UNIT	Payroll Vendor Payment	692.30
5568	04/25/2025	ATASCADERO POLICE OFFICERS	Payroll Vendor Payment	2,098.00
5569	04/25/2025	SEIU LOCAL 620	Payroll Vendor Payment	955.17
5570	04/25/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	16,867.11
5571	04/25/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	34,118.62
5572	04/25/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	2,902.18
5573	04/25/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	2,830.30
5574	04/25/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	8,902.45
5575	04/25/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	12,177.16
5576	04/25/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	21,233.77
5577	04/25/2025	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	Payroll Vendor Payment	31,302.09
5578	04/29/2025	RABOBANK, N.A.	Payroll Vendor Payment	71,721.75
5579	04/29/2025	EMPLOYMENT DEV DEPARTMENT	Payroll Vendor Payment	21,947.54
5580	04/29/2025	EMPLOYMENT DEV. DEPARTMENT	Payroll Vendor Payment	4,792.54
181584	04/29/2025	LOOMIS REFRIGERATION, INC.	Accounts Payable Check	40,500.00
				<u><u>\$ 2,564,383.37</u></u>



CITY OF ATASCADERO

CITY COUNCIL STAFF REPORT

Item D3

Department: Public Works

Date: 5/27/25

Placement: Consent

TO: JAMES R. LEWIS, CITY MANAGER

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

PREPARED BY: JOE MURPHY, ASSOCIATE CIVIL ENGINEER – CAPITAL PROJECTS

SUBJECT: 2025 F-14 Pavement Rehabilitation Project Construction Award

RECOMMENDATIONS:

1. Council award a construction contract for \$1,843,967 to Souza Construction for the 2025 F-14 Rehabilitation Project (Project No. C2024R01).
2. Council authorize the Director of Administrative Services to allocate \$2,550,000 of Sales Tax Measure F-14 funds for the 2025 F-14 Pavement Rehabilitation Project.

DISCUSSION:

BACKGROUND

Sales Tax Measure F-14 was approved by voters in November 2014 to fund the repair, maintenance, and rehabilitation of City-maintained local roadways with a one-half cent sales tax over twelve years. A list of projects to be funded with Measure F-14 revenue is developed each budget cycle by employing the Critical Point Management technique with the City's Pavement Management Program. The roadway segments in the chart below are part of the 2025 F-14 Pavement Rehabilitation Project and included in the current Budget and 5-Year Capital Improvement Program (CIP). This project has a total of 1.59 centerline road miles, or 3.18 lane miles. A map showing these segments is also attached for reference (Attachment 1).

Road Segments in 2025 F-14 Rehabilitation Project

Road Segment	From	To	Length (ft.)	Area (sq. ft.)	2024 PCI
Los Osos Rd	Old Morro Rd E	San Rafael Rd	6,005	126,015	24
San Andres Ave	Atascadero Ave	Marchant Ave	1,470	35,280	32
San Dimas Rd	Los Osos Rd	Toloso Rd	940	20,680	32

Total: 8,415 182,065

DESIGN ANALYSIS

Earth Systems Pacific (ESP) performed pavement testing services and preliminary design recommendations, which were then coordinated with Rick Engineering in final design work and preparing construction plans and specifications for the project. All three streets on the project – Los Osos Road, San Andres Avenue, and San Dimas Avenue, were assessed on the basis of subgrade quality, current roadway conditions, and traffic volumes and are proposed to be reconstructed using a traditional base/asphalt section.

Staff was heavily involved in value engineering during the design process and worked closely with the consultants (RICK Engineering and Earth Systems Pacific) to determine the appropriate level of rehabilitation treatment on each roadway. Each roadway segment was analyzed during design to determine if and where underlying structural issues existed, and where the pavement degradation was confined to the surface courses and could be remedied with a less costly treatment (microsurfacing). The design team worked together to pinpoint the worst areas, determine the causes of failure, (drainage issues, poorly compacted subgrade fill, insufficient structural section, etc.), and focus repair solutions tailored to the expected causes of failures.

BID ANALYSIS

The project was publicly bid starting April 16, 2025 for a minimum of 15 days in accordance with State Contracting Laws and Atascadero Purchasing Policies. A public bid opening occurred on May 8, 2025, and five bids were received ranging from \$1,843,967 to \$3,061,890. The bids were reviewed for accuracy and compliance with project bidding requirements, and the City Engineer has determined that Souza Construction of San Luis Obispo is the lowest responsive bidder at \$1,843,967. Bidding was competitive for this project, and Souza's bid is considered a very fair and reasonable price for this project scope.

The current Five Year Capital Improvement Plan in the Fiscal Year 2023-2025 Budget estimates a cost of \$2,800,000 in Measure F-14 monies for project funding. Of that amount, \$250,000 has already been approved by Council for the project. Staff requests Council authorization for the remaining \$2,550,000 needed for the budget, for a total project cost of \$2,800,000.

CONSTRUCTION ANALYSIS

Construction is anticipated to begin in early July 2025 after Souza Construction is complete with The Downtown ECR Project currently under construction. Souza will have 50 working days (approximately 2.5 months) to complete the F-14 project work after notice to proceed is issued.

During construction, some inconvenience is expected to vehicular and pedestrian traffic along the roadway segments. The contractor will be required to prepare a traffic control plan, and City staff and inspectors will work with the contractor to minimize travel delays and impediments to driveways on all roadway segments. Since the majority of the pavement rehabilitation will match existing grades, the number of driveways that will need to be removed and replaced is reduced. This will limit impacts to individual property owners. Property owners on each roadway segment will be notified of the construction schedule prior to work beginning and during construction when direct impacts occur to property access.

State Law requires the City to maintain or re-establish existing survey monuments during road construction. The City will contract directly with a licensed land surveyor for survey monument perpetuation/preservation work, which is estimated to be \$50,000. Other costs during construction include construction administration, inspection and material testing estimated to be \$187,300 or about 10% of construction costs.

ENVIRONMENTAL REVIEW

The proposed project is Categorically Exempt (Class 1) from the provisions of the California Environmental Quality Act (California Public Resources Code §§ 21000, et seq., "CEQA") and CEQA Guidelines (Title 14 California Code of Regulations §§ 15000, et seq.) pursuant to CEQA Guidelines Section 15301, because it is limited to repair and maintenance of existing facilities. A finding of exemption is on file in the project records.

ALTERNATIVES TO THE STAFF RECOMMENDATION:

Staff does not recommend any alternatives. Council may direct staff to rebid the project, but staff believes bids received were highly competitive and Souza's bid is reasonable and fair. Staff further believes that rebidding the project will very likely result in higher bid amounts.

FISCAL IMPACT:

Approving staff recommendations will result in the estimated expenditures up to \$2,800,000 in Sales Tax Measure F-14 Funds. The following summarizes the estimated expenditures and proposed funding sources for the project:

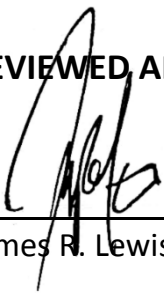
ESTIMATED EXPENDITURES	
Design and Bid Phase	\$250,000
Construction Contract	\$1,843,967
Construction Contingency @20%	\$368,733
Construction Administration/Inspection/Material Testing @ ~15%	\$287,300
Survey Monument Perpetuation	\$50,000
Total:	\$2,800,000

PROPOSED FUNDING SOURCES	
Sales Tax Measure F-14 Fund: 2025 Pavement Rehab. Project: FY23-25	\$ 250,000
Sales Tax Measure F-14 Fund: 2025 Pavement Rehab. Project: FY25/26	\$2,550,000
Total:	\$2,800,000

REVIEWED BY OTHERS:

This item has been reviewed by the Administrative Services Director.

REVIEWED AND APPROVED FOR COUNCIL AGENDA:



James R. Lewis, City Manager

ATTACHMENTS:

1. Project Location Map
2. Bid Summary

LEGEND:

 2025 REHABILITATION SEGMENT

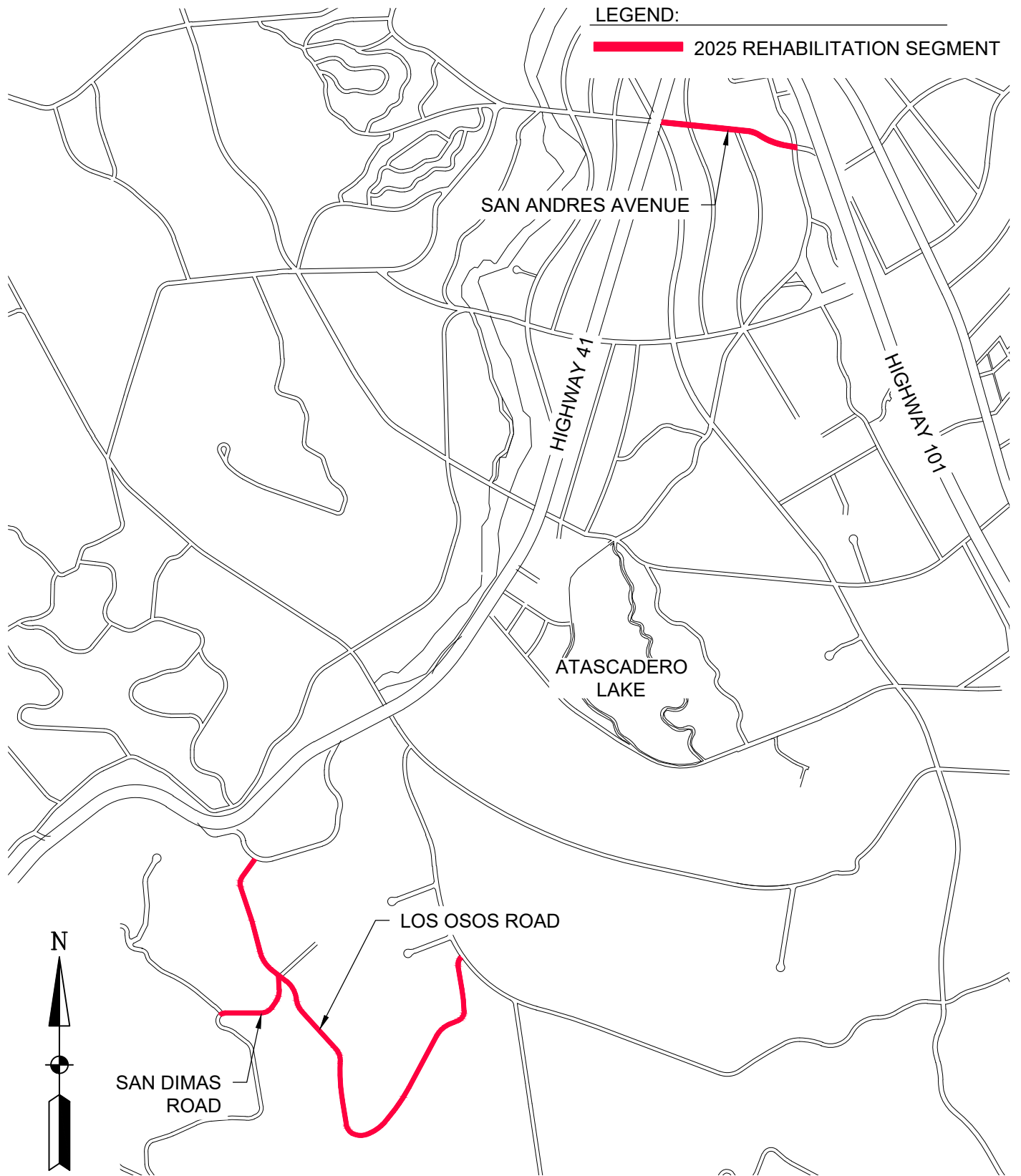


EXHIBIT
2025 F-14 PMP PROJECT
ROADWAY REPAIR LOCATIONS

DRAWN BY:	R. HAYES
DATE:	2/19/2023
SCALE:	1"=1500'
PAGE NO:	1 OF 1



City of Atascadero
CITY CLERK’S OFFICE

BID SUMMARY

TO: Darcy Price, Public Works

FROM: Jessica Krouse, Deputy City Clerk

BID NUMBER: C2024R01

OPENED: May 8, 2025

PROJECT: 2025 Measure F-14 Pavement Rehabilitation Project

FIVE (5) - Bids were received and opened today, as follows:

Name of Bidder	Base Bid Total	Add Alternate
Ferravanti Grading & Paving	\$2,078,070.00	
R. Burke Corporation	\$3,061,890.00	
Souza Construction	\$1,843,967.00	
Papich Construction Company	\$2,196,998.00	
Cen-Cal Construction	\$1,945,747.00	



CITY OF ATASCADERO

CITY COUNCIL STAFF REPORT

Item D4

Department: Police
Date: 5/27/25
Placement: Consent

TO: JAMES R. LEWIS, CITY MANAGER
FROM: Daniel Suttles, Chief of Police
PREPARED BY: Jeffrey Wilshusen, Commander

SUBJECT: Annual Military Equipment Report Pursuant Assembly Bill 481

RECOMMENDATION:

Council receive and file the annual Military Equipment Report according to the requirements of Assembly Bill 481; and takes such additional, related, action that may be desirable.

DISCUSSION:

On September 30, 2021, California Assembly Bill 481 (AB 481) was signed into law, which codified California Government Code Sections 7070 to 7075. AB 481 requires law enforcement agencies to obtain approval of, by ordinance at a regular meeting, a “military equipment” policy related to any funding, acquisition, or use of “military equipment”. The items considered to be “military equipment” are not necessarily “military equipment” but are defined under Government Code Section 7070(c), and include such things as weapons using .50 caliber rounds or greater and flashbang grenades. AB 481 also requires the City Council to annually review and approve any military equipment policy adopted by the ordinance. Any proposed policy must be posted on the City’s website at least 30 days before that annual review and approval.

On June 14, 2022, the City Council adopted Ordinance No. 656 adopting a Military Equipment Policy per AB 481. Pursuant to Ordinance No. 656, staff must return to Council annually to provide a report on the City’s Military Equipment Policy, including the quantity of items possessed, costs, results on any internal audits, and report on any complaints or concerns regarding the use of the equipment.

There are no complaints or concerns received regarding the use of the equipment and it has been determined that there are no violations of the policy. The updated attachment to the Military Equipment Policy details the type of equipment, quantity possessed, and related costs.

ALTERNATIVES TO THE STAFF RECOMMENDATION:

None


FISCAL IMPACT:

None.

REVIEWED BY OTHERS:

This item has been reviewed by the Deputy City Manager.

REVIEWED AND APPROVED FOR COUNCIL AGENDA



James R. Lewis, City Manager

ATTACHMENT(S):

1. Updated attachment to the Military Equipment Policy
2. Atascadero Police Department's Lexipol Policy 708

ATASCADERO POLICE DEPARTMENT POLICY MANUAL
ATTACHMENT TO POLICY MANUAL SECTION 708
INVENTORY LIST OF AB 481 DEFINED MILITARY EQUIPMENT

Equipment Name: 5.56mm Semi-Automatic Rifles and Ammunition - CA Govt. Code §7070(c)(10)		
Quantity Owned/Sought: 7 owned		Lifespan: Approximately 15 years
Equipment Capabilities: Semi-automatic rifles that fire a 5.56mm projectile.		
Manufacturer Product Description: Colt		
<p>Purpose/Authorized Uses: Officers may deploy the patrol rifle in any circumstance where the officer can articulate a reasonable expectation that the rifle may be needed. Examples of some general guidelines for deploying the patrol rifle may include but are not limited to:</p> <ul style="list-style-type: none"> • Situations where the officer reasonably anticipates an armed encounter. • When an officer is faced with a situation that may require accurate and effective fire at long range. • Situations where an officer reasonably expects the need to meet or exceed a suspect's firepower. • When an officer reasonably believes that there may be a need to fire on a barricaded person or a person with a hostage. • When an officer reasonably believes that a suspect may be wearing body armor. • When authorized or requested by a supervisor. 		
Fiscal Impacts: The initial cost of equipment is approximately \$1,100 per rifle. The ongoing costs for ammunition vary, and maintenance is performed by Department staff.		
Legal/Procedural Rules Governing Use: All applicable State, Federal, and Local laws governing police use of force. Various Atascadero Police Department Policies on Use of Force and Firearms including Atascadero Police Department Policy Manual sections: 300, 305, 310, 312, 314.7.3, 433.		
Training Required: Officers must complete a CA POST-certified 24-hour patrol rifle course as well as regular department firearms training and qualifications as required by law and policy.		

Equipment Name: 5.56mm Semi-automatic Rifles and Ammunition - CA Govt. Code §7070(c)(10)		
Quantity Owned/Sought: 17 owned		Lifespan: Approximately 15 years
Equipment Capabilities: Semi-automatic rifle capable of firing a 5.56mm projectile.		
Manufacturer Product Description: Bushmaster XM15-E2S Patrolman Rifle. Short-barreled carbine for patrol operations		
<p>Purpose/Authorized Uses: Officers may deploy the patrol rifle in any circumstance where the officer can articulate a reasonable expectation that the rifle may be needed. Examples of some general guidelines for deploying the patrol rifle may include but are not limited to:</p> <ul style="list-style-type: none"> • Situations where the officer reasonably anticipates an armed encounter. • When an officer is faced with a situation that may require accurate and effective fire at long range. • Situations where an officer reasonably expects the need to meet or exceed a suspect's firepower. • When an officer reasonably believes that there may be a need to fire on a barricaded person or a person with a hostage. 		

ATASCADERO POLICE DEPARTMENT POLICY MANUAL

ATTACHMENT TO POLICY MANUAL SECTION 708

INVENTORY LIST OF AB 481 DEFINED MILITARY EQUIPMENT

<ul style="list-style-type: none"> • When an officer reasonably believes that a suspect may be wearing body armor. • When authorized or requested by a supervisor.
Fiscal Impacts: The initial cost of equipment is approximately \$1,100 per rifle. The ongoing costs for ammunition vary, and maintenance is performed by Department staff.
Legal/Procedural Rules Governing Use: All applicable State, Federal, and Local laws governing police use of force. Various Atascadero Police Department Policies on Use of Force and Firearms including Atascadero Police Department Policy Manual sections: 300, 305, 310, 312, 314.7.3, 433.
Training Required: Officers must complete a CA POST-certified 24-hour patrol rifle course as well as regular department firearms training and qualifications as required by law and policy.

Equipment Name: 5.56mm Semi-Automatic Rifles and Ammunition - CA Govt. Code §7070(c)(10)		
Quantity Owned/Sought: 3 owned		Lifespan: Approximately 15 years
Equipment Capabilities: Semi-automatic rifles that fire a 5.56mm projectile.		
Manufacturer Product Description: Heckler and Koch G36C is a compact deployable patrol rifle ideal for compact carry locations such as motor vehicles and motorcycles.		
Purpose/Authorized Uses: Officers may deploy the patrol rifle in any circumstance where the officer can articulate a reasonable expectation that the rifle may be needed. Examples of some general guidelines for deploying the patrol rifle may include but are not limited to: <ul style="list-style-type: none"> • Situations where the officer reasonably anticipates an armed encounter. • When an officer is faced with a situation that may require accurate and effective fire at long range. • Situations where an officer reasonably expects the need to meet or exceed a suspect's firepower. • When an officer reasonably believes that there may be a need to fire on a barricaded person or a person with a hostage. • When an officer reasonably believes that a suspect may be wearing body armor. • When authorized or requested by a supervisor. 		
Fiscal Impacts: The initial cost of equipment is approximately \$1,100 per rifle. The ongoing costs for ammunition vary, and maintenance is performed by Department staff.		
Legal/Procedural Rules Governing Use: All applicable State, Federal, and Local laws governing police use of force. Various Atascadero Police Department Policies on Use of Force and Firearms including Atascadero Police Department Policy Manual sections: 300, 305, 310, 312, 314.7.3, 433.		
Training Required: Officers must complete a CA POST-certified 24-hour patrol rifle course as well as regular department firearms training and qualifications as required by law and policy.		

Equipment Name: 40 caliber and 9mm Semi-Automatic Rifles and Ammunition - CA Govt. Code §7070(c)(10)		
Quantity Owned/Sought: 2 owned		Lifespan: Approximately 15 years
Equipment Capabilities: Semi-automatic rifles that fire a 40 caliber and 9mm projectile.		

ATASCADERO POLICE DEPARTMENT POLICY MANUAL

ATTACHMENT TO POLICY MANUAL SECTION 708

INVENTORY LIST OF AB 481 DEFINED MILITARY EQUIPMENT

Manufacturer Product Description: The Heckler & Koch MP5 submachine gun is designed to meet a wide range of tactical requirements for specialized teams.
Purpose/Authorized Uses: Officers may deploy the patrol rifle in any circumstance where the officer can articulate a reasonable expectation that the rifle may be needed. Examples of some general guidelines for deploying the patrol rifle may include but are not limited to: <ul style="list-style-type: none"> • Situations where the officer reasonably anticipates an armed encounter. • When an officer is faced with a situation that may require accurate and effective fire at long range. • Situations where an officer reasonably expects the need to meet or exceed a suspect's firepower. • When an officer reasonably believes that there may be a need to fire on a barricaded person or a person with a hostage. • When an officer reasonably believes that a suspect may be wearing body armor. • When authorized or requested by a supervisor.
Fiscal Impacts: The initial cost of equipment is approximately \$1,100 per rifle. The ongoing costs for ammunition vary, and maintenance is performed by Department staff.
Legal/Procedural Rules Governing Use: All applicable State, Federal, and Local laws governing police use of force. Various Atascadero Police Department Policies on Use of Force and Firearms including Atascadero Police Department Policy Manual sections: 300, 305, 310, 312, 314.7.3, 433.
Training Required: Officers must complete a CA POST-certified 24-hour patrol rifle course as well as regular department firearms training and qualifications as required by law and policy.

Equipment Name: .308 caliber bolt-action Rifle and Ammunition - CA Govt. Code §7070(c)(10)	
Quantity Owned/Sought: 1 owned	Lifespan: Approximately 15 years
Equipment Capabilities: The Remington 700 Sniper Rifle fires a .308 caliber projectile at extended distances.	
Manufacturer Product Description: The Remington 700 is the number one bolt-action of all time, proudly made in the U.S.A. For over 50 years, more Model 700s have been sold than any other bolt-action rifle before or since. The legendary strength of its 3-rings-of-steel receiver paired with a hammer-forged barrel, combine to yield the most popular bolt-action rifle in history.	
Purpose/Authorized Uses: This rifle is exclusively authorized for use by a sniper-trained SWAT officer, and may be deployed in circumstances where the officer can articulate a reasonable expectation that the rifle may be necessary. Examples of some general guidelines for deploying the rifle may include, but are not limited to: <ul style="list-style-type: none">• Situations where the officer reasonably anticipates an armed encounter.• When the officer is faced with a situation that may require accurate and effective fire at long range.• Situations where an officer reasonably expects the need to meet or exceed a suspect's firepower.	

ATASCADERO POLICE DEPARTMENT POLICY MANUAL

ATTACHMENT TO POLICY MANUAL SECTION 708

INVENTORY LIST OF AB 481 DEFINED MILITARY EQUIPMENT

<ul style="list-style-type: none"> • When an officer reasonably believes that there may be a need to fire on a barricaded person or a person with a hostage. • When an officer reasonably believes that a suspect may be wearing body armor. • When authorized or requested by a supervisor.
Fiscal Impacts: \$1,604.12 per rifle. The ongoing costs for ammunition vary, and maintenance is performed by Department staff.
Legal/Procedural Rules Governing Use: All applicable State, Federal and Local laws governing police use of force. Various Atascadero Police Department Policies on Use of Force including Atascadero Police Department Policy Manual sections 300, 305, 310, 312, 314.7.3.
Training Required: In addition to patrol rifle and standard SWAT Operator training, SWAT Snipers must complete a CA POST-certified sniper course as well as regular SWAT Sniper training and qualifications as required by law and policy.

Equipment Name: .308 caliber bolt-action Rifle and Ammunition - CA Govt. Code §7070(c)(10)	
Quantity Owned/Sought: 1 owned	Lifespan: Approximately 15 years
Equipment Capabilities: The AXSA LE Sniper Rifle fires a .308 caliber projectile at extended distances.	
Manufacturer Product Description: The Accuracy International AX308 rifle is a precision bolt-action rifle designed for accuracy and reliability in various shooting scenarios, including long-range shooting and tactical applications. The rifle is built on a sturdy chassis system constructed from high-grade materials, providing stability and durability. The barrel is equipped with a heavy-profile, match-grade barrel, the AX308 rifle delivers superb accuracy and consistent shot-to-shot performance. The barrel is cold hammer-forged and precision-machined to ensure exceptional quality and longevity.	
<p>Purpose/Authorized Uses: This rifle is exclusively authorized for use by a sniper-trained SWAT officer and may be deployed in circumstances where the officer can articulate a reasonable expectation that the rifle may be necessary. Examples of some general guidelines for deploying the rifle may include but are not limited to:</p> <ul style="list-style-type: none"> • This bolt-action rifle is replacing the aging Remington 700 Sniper Rifle. • Situations where the officer reasonably anticipates an armed encounter. • When the officer is faced with a situation that may require accurate and effective fire at long range. • Situations where an officer reasonably expects the need to meet or exceed a suspect's firepower. • When an officer reasonably believes that there may be a need to fire on a barricaded person or a person with a hostage. • When an officer reasonably believes that a suspect may be wearing body armor. • When authorized or requested by a supervisor. 	
Fiscal Impacts: This rifle was purchased and gifted by the San Luis Obispo County Sheriff's Advisor Council. The ongoing costs for ammunition vary, and maintenance is performed by Department staff.	

ATASCADERO POLICE DEPARTMENT POLICY MANUAL
ATTACHMENT TO POLICY MANUAL SECTION 708
INVENTORY LIST OF AB 481 DEFINED MILITARY EQUIPMENT

Legal/Procedural Rules Governing Use: All applicable State, Federal, and Local laws governing police use of force. Various Atascadero Police Department Policies on Use of Force including Atascadero Police Department Policy Manual sections 300, 305, 310, 312, 314.7.3.
Training Required: In addition to patrol rifle and standard SWAT Operator training, SWAT Snipers must complete a CA POST-certified sniper course as well as regular SWAT Sniper training and qualifications as required by law and policy.

Equipment Name: 40mm Less Lethal Launchers and Kinetic Energy Munitions - CA Govt. Code §7070(c)(14)	
Quantity Owned/Sought: 9 owned	Lifespan: Approximately 15 years
Equipment Capabilities: The 40mm Less Lethal Launcher is capable of firing 40mm Kinetic Energy Munitions.	
Manufacturer Product Description:	
Purpose/Authorized Uses: To compel an individual to cease his/her actions when such munitions present a reasonable option. A verbal warning of the intended use of the device should precede its application. The 40mm Less Lethal Launchers and Kinetic Energy Munitions are intended for use as a “less lethal” use of force option, which serves as an additional option to mitigate the possibility of using lethal force.	
Fiscal Impacts: \$3,400 initial purchase per launcher, \$2,500 initial purchase of 40mm projectiles. The ongoing cost for munitions will vary.	
Legal/Procedural Rules Governing Use: All applicable State, Federal, and Local laws governing police use of force. Various Atascadero Police Department Policies on Use of Force, primarily Atascadero Police Department Policy Manual sections 300 and 308.	
Training Required: Initial orientation courses, including qualifications, are provided by Department members who have attended a POST-certified instructor’s course; annual recertification, including qualifications by demonstrated use in a training environment, is required of all operators.	

Equipment Name: - .556 AR-15 Patrol Rifles, CA Govt. Code §7070(c)(10)	
Quantity Owned/Sought: 16	Lifespan: 15 years
Equipment Capabilities: Semi-automatic rifle capable of firing a 5.56mm projectile.	
Manufacturer Product Description: 5.56 Sionic AR-15 Patrol Rifles for patrol operations and SWAT Team deployment.	

ATASCADERO POLICE DEPARTMENT POLICY MANUAL

ATTACHMENT TO POLICY MANUAL SECTION 708

INVENTORY LIST OF AB 481 DEFINED MILITARY EQUIPMENT

Purpose/Authorized Uses: Officers may deploy the patrol rifle in any circumstance where the officer can articulate a reasonable expectation that the rifle may be needed. Examples of some general guidelines for deploying the patrol rifle may include but are not limited to:

- These Patrol Rifles are replacing the aging Patrol Rifle inventory.
- Situations where the officer reasonably anticipates an armed encounter.
- When an officer is faced with a situation that may require accurate and effective fire at long range.
- Situations where an officer reasonably expects the need to meet or exceed a suspect's firepower.
- When an officer reasonably believes that there may be a need to fire on a barricaded person or a person with a hostage.
- When an officer reasonably believes that a suspect may be wearing body armor and when authorized or requested by a supervisor.
- These Patrol Rifles are replacing the aging Patrol Rifle inventory.

Fiscal Impacts: The initial cost of equipment is approximately \$2,350 per rifle. The ongoing costs for ammunition vary, and maintenance is performed by Department staff.

Legal/Procedural Rules Governing Use: All applicable State, Federal, and Local laws governing the use of force by police. Various Atascadero Police Department Policies on the Use of Force, primarily sections 300 and 308 of the Atascadero Police Department Policy Manual.

Training Required: Officers must complete a CA POST-certified 24-hour patrol rifle course as well as regular department firearms training and qualifications as required by law and policy.

Military Equipment

708.1 PURPOSE AND SCOPE

The purpose of this policy is to provide guidelines for the approval, acquisition, and reporting requirements of military equipment (Government Code § 7070; Government Code § 7071; Government Code § 7072).

708.1.1 DEFINITIONS

Definitions related to this policy include (Government Code § 7070):

Governing body – The elected or appointed body that oversees the Department.

Military equipment – Includes but is not limited to the following:

- Unmanned, remotely piloted, powered aerial or ground vehicles.
- Mine-resistant ambush-protected (MRAP) vehicles or armored personnel carriers.
- High mobility multipurpose wheeled vehicles (HMMWV), two-and-one-half-ton trucks, five-ton trucks, or wheeled vehicles that have a breaching or entry apparatus attached.
- Tracked armored vehicles that provide ballistic protection to their occupants.
- Command and control vehicles that are either built or modified to facilitate the operational control and direction of public safety units.
- Weaponized aircraft, vessels, or vehicles of any kind.
- Battering rams, slugs, and breaching apparatuses that are explosive in nature. This does not include a handheld, one-person ram.
- Firearms and ammunition of .50 caliber or greater, excluding standard-issue shotguns and standard-issue shotgun ammunition.
- Specialized firearms and ammunition of less than .50 caliber, including firearms and accessories identified as assault weapons in Penal Code § 30510 and Penal Code § 30515, with the exception of standard-issue firearms.
- Any firearm or firearm accessory that is designed to launch explosive projectiles.
- Noise-flash diversionary devices and explosive breaching tools.
- Munitions containing tear gas or OC, excluding standard, service-issued handheld pepper spray.
- TASER® Shockwave, microwave weapons, water cannons, and long-range acoustic devices (LRADs).
- Kinetic energy weapons and munitions.
- Any other equipment as determined by a governing body or a state agency to require additional oversight.

Military Equipment

708.2 POLICY

It is the policy of the Atascadero Police Department that members of this department comply with the provisions of Government Code § 7071 with respect to military equipment.

708.3 MILITARY EQUIPMENT COORDINATOR

The Chief of Police should designate a member of this department to act as the military equipment coordinator. The responsibilities of the military equipment coordinator include but are not limited to:

- (a) Acting as liaison to the governing body for matters related to the requirements of this policy.
- (b) Identifying department equipment that qualifies as military equipment in the current possession of the Department, or the equipment the Department intends to acquire that requires approval by the governing body.
- (c) Conducting an inventory of all military equipment at least annually.
- (d) Collaborating with any allied agency that may use military equipment within the jurisdiction of Atascadero Police Department (Government Code § 7071).
- (e) Preparing for, scheduling, and coordinating the annual community engagement meeting to include:
 - 1. Publicizing the details of the meeting.
 - 2. Preparing for public questions regarding the department's funding, acquisition, and use of equipment.
- (f) Preparing the annual military equipment report for submission to the Chief of Police and ensuring that the report is made available on the department website (Government Code § 7072).
- (g) Establishing the procedure for a person to register a complaint or concern, or how that person may submit a question about the use of a type of military equipment, and how the Department will respond in a timely manner.

708.4 MILITARY EQUIPMENT INVENTORY

The following constitutes a list of qualifying equipment for the Department:

[See attachment: AB 481 Military Equipment List Attachment A Policy 708.pdf](#)

708.5 APPROVAL

The Chief of Police or the authorized designee shall obtain approval from the governing body by way of an ordinance adopting the military equipment policy. As part of the approval process, the Chief of Police or the authorized designee shall ensure the proposed military equipment policy is submitted to the governing body and is available on the department website at least 30 days prior to any public hearing concerning the military equipment at issue (Government Code § 7071). The military equipment policy must be approved by the governing body prior to engaging in any of the following (Government Code § 7071):

Military Equipment

- (a) Requesting military equipment made available pursuant to 10 USC § 2576a.
- (b) Seeking funds for military equipment, including but not limited to applying for a grant, soliciting or accepting private, local, state, or federal funds, in-kind donations, or other donations or transfers.
- (c) Acquiring military equipment either permanently or temporarily, including by borrowing or leasing.
- (d) Collaborating with another law enforcement agency in the deployment or other use of military equipment within the jurisdiction of this department.
- (e) Using any new or existing military equipment for a purpose, in a manner, or by a person not previously approved by the governing body.
- (f) Soliciting or responding to a proposal for, or entering into an agreement with, any other person or entity to seek funds for, apply to receive, acquire, use, or collaborate in the use of military equipment.
- (g) Acquiring military equipment through any means not provided above.

708.6 COORDINATION WITH OTHER JURISDICTIONS

Military equipment should not be used by any other law enforcement agency or member in this jurisdiction unless the military equipment is approved for use in accordance with this policy.

708.7 ANNUAL REPORT

Upon approval of a military equipment policy, the Chief of Police or the authorized designee should submit a military equipment report to the governing body for each type of military equipment approved within one year of approval, and annually thereafter for as long as the military equipment is available for use (Government Code § 7072).

The Chief of Police or the authorized designee should also make each annual military equipment report publicly available on the department website for as long as the military equipment is available for use. The report shall include all information required by Government Code § 7072 for the preceding calendar year for each type of military equipment in department inventory.

708.8 COMMUNITY ENGAGEMENT

Within 30 days of submitting and publicly releasing the annual report, the Department shall hold at least one well-publicized and conveniently located community engagement meeting, at which the Department should discuss the report and respond to public questions regarding the funding, acquisition, or use of military equipment.

Attachments

AB 481 Military Equipment List Attachement A Policy 708.pdf

ATASCADERO POLICE DEPARTMENT POLICY MANUAL

ATTACHMENT TO POLICY MANUAL SECTION 708

INVENTORY LIST OF AB 481 DEFINED MILITARY EQUIPMENT

Equipment Name: 5.56mm Semi-Automatic Rifles and Ammunition - CA Govt. Code §7070(c)(10)		
Quantity Owned/Sought: 7 owned		Lifespan: Approximately 15 years
Equipment Capabilities: Semi-automatic rifles that fire a 5.56mm projectile.		
Atascadero		
<p>Purpose/Authorized Uses: Officers may deploy the patrol rifle in any circumstance where the officer can articulate a reasonable expectation that the rifle may be needed. Examples of some general guidelines for deploying the patrol rifle may include but are not limited to:</p> <ul style="list-style-type: none"> • Situations where the officer reasonably anticipates an armed encounter. • When an officer is faced with a situation that may require accurate and effective fire at long range. • Situations where an officer reasonably expects the need to meet or exceed a suspect's firepower. • When an officer reasonably believes that there may be a need to fire on a barricaded person or a person with a hostage. • When an officer reasonably believes that a suspect may be wearing body armor. • When authorized or requested by a supervisor. 		
<p>Fiscal Impacts: The initial cost of equipment is approximately \$1,100 per rifle. The ongoing costs for ammunition vary, and maintenance is performed by Department staff.</p>		
<p>Legal/Procedural Rules Governing Use: All applicable State, Federal and Local laws governing police use of force. Various Atascadero Police Department Policies on Use of Force and Firearms including Atascadero Police Department Policy Manual sections: 300, 305, 310, 312, 314.7.3, 433.</p>		
<p>Training Required: Officers must successfully complete a CA POST certified 24-hour patrol rifle course as well as regular department firearms training and qualifications as required by law and policy.</p>		

Equipment Name: 5.56mm Semi-automatic Rifles and Ammunition - CA Govt. Code §7070(c)(10)		
Quantity Owned/Sought: 17 owned		Lifespan: Approximately 15 years
Equipment Capabilities: Semi-automatic rifle capable of firing a 5.56mm projectile.		
Manufacturer Product Description: Bushmaster XM15-E2S Patrolman Rifle. Short barreled carbine for patrol operations		
<p>Purpose/Authorized Uses: Officers may deploy the patrol rifle in any circumstance where the officer can articulate a reasonable expectation that the rifle may be needed. Examples of some general guidelines for deploying the patrol rifle may include but are not limited to:</p> <ul style="list-style-type: none"> • Situations where the officer reasonably anticipates an armed encounter. • When an officer is faced with a situation that may require accurate and effective fire at long range. • Situations where an officer reasonably expects the need to meet or exceed a suspect's firepower. • When an officer reasonably believes that there may be a need to fire on a barricaded person or a person with a hostage. • When an officer reasonably believes that a suspect may be wearing body armor. 		

ATASCADERO POLICE DEPARTMENT POLICY MANUAL

ATTACHMENT TO POLICY MANUAL SECTION 708

INVENTORY LIST OF AB 481 DEFINED MILITARY EQUIPMENT

<ul style="list-style-type: none"> When authorized or requested by a supervisor.
Fiscal Impacts: The initial cost of equipment is approximately \$1,100 per rifle. The ongoing costs for ammunition vary, and maintenance is performed by Department staff.
Legal/Procedural Rules Governing Use: All applicable State, Federal and Local laws governing police use of force. Various Atascadero Police Department Policies on Use of Force and Firearms including Atascadero Police Department Policy Manual sections: 300, 305, 310, 312, 314.7.3, 433.
Training Required: Officers must successfully complete a CA POST certified 24-hour patrol rifle course as well as regular department firearms training and qualifications as required by law and policy.

Equipment Name: 5.56mm Semi-Automatic Rifles and Ammunition - CA Govt. Code §7070(c)(10)		
Quantity Owned/Sought: 3 owned		Lifespan: Approximately 15 years
Equipment Capabilities: Semi-automatic rifles that fire a 5.56mm projectile.		
Manufacturer Product Description: Heckler and Koch G36C is a compact deployable patrol rifle ideal for compact carry locations such as motor vehicles and motorcycles.		
Purpose/Authorized Uses: Officers may deploy the patrol rifle in any circumstance where the officer can articulate a reasonable expectation that the rifle may be needed. Examples of some general guidelines for deploying the patrol rifle may include but are not limited to: <ul style="list-style-type: none"> Situations where the officer reasonably anticipates an armed encounter. When an officer is faced with a situation that may require accurate and effective fire at long range. Situations where an officer reasonably expects the need to meet or exceed a suspect's firepower. When an officer reasonably believes that there may be a need to fire on a barricaded person or a person with a hostage. When an officer reasonably believes that a suspect may be wearing body armor. When authorized or requested by a supervisor. 		
Fiscal Impacts: The initial cost of equipment is approximately \$1,100 per rifle. The ongoing costs for ammunition vary, and maintenance is performed by Department staff.		
Legal/Procedural Rules Governing Use: All applicable State, Federal and Local laws governing police use of force. Various Atascadero Police Department Policies on Use of Force and Firearms including Atascadero Police Department Policy Manual sections: 300, 305, 310, 312, 314.7.3, 433.		
Training Required: Officers must successfully complete a CA POST certified 24-hour patrol rifle course as well as regular department firearms training and qualifications as required by law and policy.		

Equipment Name: 40 caliber and 9mm Semi-Automatic Rifles and Ammunition - CA Govt. Code §7070(c)(10)		
Quantity Owned/Sought: 2 owned		Lifespan: Approximately 15 years
Equipment Capabilities: Semi-automatic rifles that fire a 40 caliber and 9mm projectile.		
Product Description: Heckler and Koch MP5 sub machine gun made to cover a wide variety of different tactical requirements for specialized teams.		
Purpose/Authorized Uses: Officers may deploy the patrol rifle in any circumstance where the officer can articulate a reasonable expectation that the rifle may be needed. Examples of some general guidelines for deploying the patrol rifle may include but are not limited to:		

ATASCADERO POLICE DEPARTMENT POLICY MANUAL

ATTACHMENT TO POLICY MANUAL SECTION 708

INVENTORY LIST OF AB 481 DEFINED MILITARY EQUIPMENT

<ul style="list-style-type: none"> • Situations where the officer reasonably anticipates an armed encounter. • When an officer is faced with a situation that may require accurate and effective fire at long range. • Situations where an officer reasonably expects the need to meet or exceed a suspect's firepower. • When an officer reasonably believes that there may be a need to fire on a barricaded person or a person with a hostage. • When an officer reasonably believes that a suspect may be wearing body armor. • When authorized or requested by a supervisor.
Fiscal Impacts: The initial cost of equipment is approximately \$1,100 per rifle. The ongoing costs for ammunition vary, and maintenance is performed by Department staff.
Legal/Procedural Rules Governing Use: All applicable State, Federal and Local laws governing police use of force. Various Atascadero Police Department Policies on Use of Force and Firearms including Atascadero Police Department Policy Manual sections: 300, 305, 310, 312, 314.7.3, 433.
Training Required: Officers must successfully complete a CA POST certified 24-hour patrol rifle course as well as regular department firearms training and qualifications as required by law and policy.

Equipment Name: .308 caliber bolt-action Rifle and Ammunition - CA Govt. Code §7070(c)(10)	
Quantity Owned/Sought: 1 owned	Lifespan: Approximately 15 years
Equipment Capabilities: The Remington 700 Sniper Rifle fires a .308 caliber projectile at extended distances.	
Manufacturer Product Description: The Remington 700 is the number one bolt-action of all time, proudly made in the U.S.A. For over 50 years, more Model 700s have been sold than any other bolt-action rifle before or since. The legendary strength of its 3-rings-of-steel receiver paired with a hammer-forged barrel, combine to yield the most popular bolt-action rifle in history.	
Purpose/Authorized Uses: This rifle is exclusively authorized for use by a sniper-trained SWAT officer, and may be deployed in circumstances where the officer can articulate a reasonable expectation that the rifle may be necessary. Examples of some general guidelines for deploying the rifle may include but are not limited to: <ul style="list-style-type: none"> • Situations where the officer reasonably anticipates an armed encounter. • When the officer is faced with a situation that may require accurate and effective fire at long range. • Situations where an officer reasonably expects the need to meet or exceed a suspect's firepower. • When an officer reasonably believes that there may be a need to fire on a barricaded person or a person with a hostage. • When an officer reasonably believes that a suspect may be wearing body armor. • When authorized or requested by a supervisor. 	
Fiscal Impacts: \$1,604.12 per rifle. The ongoing costs for ammunition vary, and maintenance is performed by Department staff.	

ATASCADERO POLICE DEPARTMENT POLICY MANUAL

ATTACHMENT TO POLICY MANUAL SECTION 708

INVENTORY LIST OF AB 481 DEFINED MILITARY EQUIPMENT

Legal/Procedural Rules Governing Use: All applicable State, Federal and Local laws governing police use of force. Various Atascadero Police Department Policies on Use of Force including Atascadero Police Department Policy Manual sections 300, 305, 310, 312, 314.7.3.

Training Required: In addition to patrol rifle and standard SWAT Operator training, SWAT Snipers must successfully complete a CA POST certified sniper course as well as regular SWAT Sniper training and qualifications as required by law and policy.

Equipment Name: 40mm Less Lethal Launchers and Kinetic Energy Munitions - CA Govt. Code §7070(c)(14)

Quantity Owned/Sought: 9 owned

Lifespan: Approximately 15 years

Equipment Capabilities: The 40mm Less Lethal Launcher is capable of firing 40mm Kinetic Energy Munitions.

Manufacturer Product Description:

Purpose/Authorized Uses: To compel an individual to cease his/her actions when such munitions present a reasonable option. A verbal warning of the intended use of the device should precede its application. The 40mm Less Lethal Launchers and Kinetic Energy Munitions are intended for use as a "less lethal" use of force option, which serves as an additional option to mitigate the possibility of using lethal force.

Fiscal Impacts: \$3,400 initial purchase per launcher, \$2,500 initial purchase of 40mm projectiles. The ongoing cost for munitions will vary.

Legal/Procedural Rules Governing Use: All applicable State, Federal and Local laws governing police use of force. Various Atascadero Police Department Policies on Use of Force, primarily Atascadero Police Department Policy Manual sections 300 and 308.

Training Required: Initial orientation course including qualifications are provided by Department members who have attended a POST-certified instructor's course; annual recertification, including qualifications by demonstrated use in a training environment are required of all operators.



CITY OF ATASCADERO

CITY COUNCIL STAFF REPORT

Item D5

Department: Administrative Services
Date: 5/27/25
Placement: Consent

TO: JAMES R. LEWIS, CITY MANAGER
FROM: JERI RANGEL, DIRECTOR OF ADMINISTRATIVE SERVICES
PREPARED BY: JERI RANGEL, DIRECTOR OF ADMINISTRATIVE SERVICES
SUBJECT: Adoption of an Ordinance Forming the Atascadero Industrial Development Authority

RECOMMENDATION:

Council adopt, on second reading by title only, an Ordinance of the City Council of the City of Atascadero Forming the Atascadero Industrial Development Authority.

DISCUSSION:

On May 13, 2025, the City Council introduced and conducted its first reading of a Draft Ordinance creating an Industrial Development Authority (“Industrial Development Authority”), pursuant to the California Industrial Development Financing Act, Title 10 (commencing with Section 91500) of the California Government Code (the “IDA Act”).

This Ordinance creates a separate entity, the Atascadero Industrial Development Authority, which will have the power to enter into a joint exercise of powers agreement with the City to form a new financing authority to issue lease revenue bonds (Project LRBs) to finance a portion of the Public Safety Facilities Project.

Concurrently with the first reading of the Ordinance, the City Council also adopted a Resolution designating itself as the Board of Directors of the Atascadero Industrial Development Authority, pursuant to the IDA Act.

The City is presently in the process of planning and preparing for the issuance of Project LRBs to provide part of the financing for the Public Safety Facilities Project.

Creating the Atascadero Industrial Development Authority requires the adoption of the Draft Ordinance by the City Council. Should the City Council act to adopt the Ordinance at this juncture, the provisions of the Ordinance and the Resolution will become effective June 26, 2025.

ENVIRONMENTAL REVIEW:

The formation of the Industrial Development Authority is not a “Project” under the California Environmental Quality Act (CEQA) as this action will not cause any significant impact on the environment.

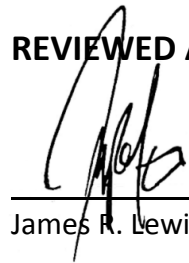
FISCAL IMPACT:

There is no significant impact to the City’s general fund associated with the proposed formation of the Industrial Development Authority. Operating expenses are anticipated to be nominal and staffing for the Industrial Development Authority would be provided from existing resources of City staff.

REVIEWED BY OTHERS:

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

REVIEWED AND APPROVED FOR COUNCIL AGENDA



James R. Lewis, City Manager

ATTACHMENT(S):

1. Draft Ordinance

DRAFT ORDINANCE NO. __

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
ATASCADERO FORMING THE ATASCADERO
INDUSTRIAL DEVELOPMENT AUTHORITY**

WHEREAS, the California Industrial Development Financing Act is codified in Title 10 (commencing with Section 91500) of the California Government Code (the “Act”); and

WHEREAS, section 91520 of the Act provides that in every city, including the City of Atascadero (the “City”), there is a public body corporate and politic known as the industrial development authority of the city (the “Industrial Development Authority”); and

WHEREAS, section 91520 of the Act additionally provides that the Industrial Development Authority shall not transact business or exercise its power unless the City Council, as the legislative body of the City, declares by Ordinance that there is a need for an Industrial Development Authority to function in the City; and

WHEREAS, the Act further provides the public purposes for such Industrial Development Authority are to increase opportunities for useful employment or otherwise contribute to economic development and that the need for the establishment of an Industrial Development Authority in the achievement of such purposes is based upon findings that industry requires the new and alternative method of capital finance that such authorities can provide in order for it to undertake the acquisition, construction or rehabilitation of facilities the use of which will serve those public purposes.

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

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

SECTION 2. Approval. The City Council finds that there is a need for an Industrial Development Authority to function in the City, and the Industrial Development Authority is permitted to transact any business and exercise any power authorized by the provisions of the Act within all areas of the City. The Industrial Development Authority of the City shall be called the “Atascadero Industrial Development Authority.”

SECTION 3. Municipal Code. A new Chapter 21 is added to Title 2 Administration of the Atascadero Municipal Code to read as follows:

Chapter 21 Industrial Development Authority

2-21.01 Organization.

The industrial development authority of the City, which is established by the California Industrial Development Financing Act, is hereby declared organized and shall function under the name “Atascadero Industrial Development Authority.”

2-21.02 Powers and Authority.

The Atascadero Industrial Development Authority shall be authorized to transact business and exercise all of the powers and other authority conferred upon industrial development authorities by the California Industrial Development Financing Act.

2-21.03 Jurisdiction.

The jurisdiction of the Atascadero Industrial Development Authority to undertake projects shall be coincident as to territory with the city limits of the City as established as of the date of this Ordinance and as modified from time to time in accordance with applicable law.

2-21.04 Officers.

The officers of the Atascadero Industrial Development Authority shall consist of the Chair, Vice Chair, Executive Director, Treasurer, and Secretary of the board of directors which positions shall be held by the Mayor, Mayor Pro Tempore, City Manager, Administrative Services Director, and City Clerk of the City, respectively.

SECTION 4. 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 5. 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 May 13, 2025, and **PASSED**, **APPROVED** and **ADOPTED** by the City Council of the City of Atascadero, State of California, on May 27, 2025.

CITY OF ATASCADERO:

Charles Bourbeau, Mayor

ATTEST:

Lara K. Christensen, City Clerk

APPROVED AS TO FORM:

Dave Fleishman, City Attorney

STATE OF CALIFORNIA)
COUNTY OF SAN LUIS OBISPO) §
CITY OF ATASCADERO)

I, ALYSSA M. SLATER, Deputy City Clerk of the City of Atascadero, DO HEREBY CERTIFY that that Ordinance No. ____ was duly introduced at a regular meeting held May 13, 2025 and adopted at a regular meeting of the City Council held on the 27th day of May, 2025 by the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAINED:

ALYSSA M. SLATER, DEPUTY CITY CLERK

I hereby certify that the foregoing is the original of Ordinance No. ____ duly passed and adopted by the Atascadero City Council at their regular meeting held on May 27, 2025 and that summaries of the Ordinance were published on __/__/2025 and __/__/2025 in the [News Times] newspaper.

ALYSSA M. SLATER, DEPUTY CITY CLERK



CITY OF ATASCADERO

CITY COUNCIL STAFF REPORT

Item G1

Department: Fire
Department
Date: 5/27/2025
Placement: Public Hearing

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 and discussion
regarding the Atascadero Wildland Urban Interface Fire Area Map

RECOMMENDATION:

Council:

1. Introduce for first reading, by title only, Draft Ordinance adopting the State Fire Marshal's 2025 Local Responsibility Area Fire Hazard Severity Zone Map.
2. Review options and provide feedback to staff on the Atascadero Wildland Urban Interface Fire Area Map.

REPORT IN BRIEF:

The Office of the State Fire Marshal recently released updated Fire Hazard Severity Zone (FHSZ) maps for all Local Responsibility Areas, including the City of Atascadero, with formal adoption by the City required by July 8, 2025.

While adoption of the State maps is required within 120 days of the State's release of the maps, it is also prudent to consider an update to the City's Wildland-Urban Interface (WUI) Fire Area Map. The WUI Map is used by the City to dictate where the Wildland Building Code shall be applied to new construction. Due to updates to the FHSZ, the Atascadero WUI Map will now need to be updated to be consistent with revised State fire severity designations. However, there are multiple alternatives related to the extent of the potential WUI Map specific to Atascadero.

Staff has provided three options for the Atascadero WUI Fire Area Map and seeks input from Council as to which map should be adopted for implementation of the WUI building standards.

DISCUSSION:

UPDATES TO STATE FIRE HAZARD SEVERITY ZONES REQUIRE LOCAL ADJUSTMENTS

The Office of the State Fire Marshal, under Cal Fire, periodically reviews and updates the Fire Hazard Severity Zones (FHSZ) throughout California. The State Fire Marshal has designated fire

hazard severity zones for both state and local responsibility areas in order to reduce the effects of wildland fire through building codes and defensible space requirements. State law requires new construction in High and Very High hazard severity zones to be built to the wildland building code. These zones have been required for state lands since 1982 and were required to include local areas in 1992 following the devastating Oakland Hills Fire.

Fire Hazard Severity zones evaluate the wildfire hazard of a certain area, which is different from “Risk”. The hazard is based on physical conditions that create expected fire behavior over a 50-year period, without considering short-term modifications. Insurance companies utilize risk models, which consider short term wildfire safety factors including community mitigation efforts and home-hardening. While staff remains skeptical, California Department of Insurance Commissioner Ricardo Lara has issued both a press release and FAQ sheet stating that the CAL FIRE hazard maps will not affect insurance rates or availability (Attachment 6).

Prior to this year, the most recent update occurred in 2008. In accordance with California Government Code Section 51178, the State Fire Marshal designates areas across the state as Moderate, High, or Very High Fire Hazard Severity Zones. These designations are based on uniform, statewide criteria that evaluate factors such as fuel loading, slope, fire weather conditions, and other key elements—including wind patterns and ember casting, which are recognized as major contributors to wildfire spread. Specifically, the impact of each designation is:

- Very High – means that California’s WUI building code standards apply to the design and construction of new buildings within this zone. This includes ADUs and accessory structures, but would not apply to expansions, remodels, or tenant improvements to existing structures within this zone. Additionally, in the Very High severity zone, a 100-foot defensible space clearance is required. Finally, owners are required to make a natural hazard disclosure as part of a real estate transfer.
- High – means that California’s WUI building code standards apply to the design and construction of new buildings beginning January 1, 2026 within this zone. This includes ADUs and accessory structures, but would not apply to expansions, remodels, or tenant improvements to existing structures within this zone. Additionally, owners are required to make a natural hazard disclosure as part of a real estate transfer.
- Moderate – means California’s WUI building code standards are not applicable to structures within this zone and the only requirement is for the local jurisdiction to adopt the zone.

On March 10, 2025, the State Fire Marshal released all FHSZ maps for Local Responsibility Areas (LRAs) in San Luis Obispo County, including the map for the City of Atascadero (Attachment 2). In accordance with California Government Code Section 51178.5, the City made this information available for public review and comment on the Fire Department’s webpage on Tuesday, April 8, 2025. Additionally, the City hosted a Fire Hazard Severity Zone workshop on Wednesday May 7, 2025, to educate community members about the updated FHSZ map and its impact on defensible space requirements and future development within Atascadero.

Under Government Code Section 51179, the City is required to formally adopt, by ordinance, the designation of moderate, high, and very high fire hazard severity zones within 120 days after

receiving the updated maps from the State Fire Marshal. While the City has the discretion to expand these zones based on substantial evidence to ensure effective fire protection, it cannot reduce the severity level identified by the State Fire Marshal. Once the ordinance is adopted, the City must send a copy to the State Board of Forestry and Fire Protection within 30 days. Additionally, the City must post a notice at the offices of the county recorder, assessor, and planning agency identifying where the official fire hazard severity zone map can be viewed, including any amended versions if applicable.

IMPACTS TO THE ATASCADERO WILDLAND URBAN INTERFACE (WUI) FIRE AREA MAP

In 2021, the City Council adopted the City of Atascadero Wildland Urban Interface (WUI) Fire Area Map as the official tool for identifying areas within the City subject to wildfire risk (Attachment 3). Prior to this, the City had not formally adopted a fire severity map and had relied on an older San Luis Obispo County Fire Hazard Severity Zone Map. The WUI Fire Area Map was developed using the State's 2011 Very High Fire Hazard Severity Zone (FHSZ) designations in conjunction with the County's 2008 High and Very High FHSZ classifications. Although the State and County maps were generally consistent, they differed in the delineation between "high" and "very high" hazard areas. Notably, the State map included a portion of the City west of Highway 101 and north of Highway 41 that had not previously been subject to Wildland Building Code Standards. By adopting a unified WUI Fire Area Map, the City complied with State law, met or exceeded State requirements, and maintained existing Wildland Building Code Standards, with the updated designation impacting only a small portion of the City near Cascabel Road and west of Highway 101 between Ardilla Road and San Marcos Road.

Staff uses the WUI Fire Area Map to implement key fire safety regulations for new construction, including California Building Code Chapter 7A, California Fire Code Chapter 49, California Residential Code Chapter 337, and the International Wildland-Urban Interface Code. These codes establish construction and defensible space standards to reduce wildfire risk and improve public safety in designated WUI areas. More specifically, new constructions requirements include:

- Increased fire resistant windows and doors
- Closed roof eaves to prevent flying embers and debris from entering roof spaces
- Increased fire-resistant exterior siding
- Increased fire-resistant roof coverings

ADDITIONAL COST FOR CHAPTER 7A COMPLIANCE (CALIFORNIA)

In considering increasing the size of the WUI Fire Area Map, Staff analyzed the potential added costs for new construction built to the WUI standards. The following charts estimate the increase in costs to build to the wildland building code for Residential, Multi-family, and Commercial construction. Staff believes these to be high estimates as several of these features are already required in different building code sections such as the Energy Code.

- Single-Family Residential (2,500 Square feet)

Feature	Extra Cost
Exterior Walls	\$8,000
Roofing	\$6,000
Eaves/Soffits	\$6,000
Windows	\$6,000

Daniel ,

Doors	\$1,500
Deck/Fence	\$6,000
Vents	\$700
Total	\$34,200

(Cal Fire - Office of the State Fire Marshal, 2025), (Quarls & 2022), (Silvernail , 2025)

- Multi-Family Residential (30,000 square foot, including 30 units)

Feature	Extra Cost
Exterior Walls	\$48,000
Roofing	\$24,000
Eaves/Soffits	\$18,000
Windows	\$60,000
Doors	\$18,000
Decks/Balconies	\$60,000
Vents	\$3,500
Total	\$231,500

(Cal Fire - Office of the State Fire Marshal, 2025), (Gabbert, 2022), (Associated Builders & Contractors Inc., 2025)

- Commercial (10,000 square foot)

Item	Added Cost
Exterior Walls	\$16,000
Roofing	\$24,000
Eaves/Soffits	\$12,000
Windows	\$20,000
Doors	\$3,000
Decking/Fencing	\$12,500
Vents	\$1,400
Total	\$88,900

(Cal Fire - Office of the State Fire Marshal, 2025), (Quarls & Daniel , 2022), (Gabbert, 2022)

With adoption of the proposed updated WUI Fire Area Map (Option 1 discussed below), these standards will apply to all new construction within the State-designated High and Very High Fire Hazard Severity Zones, as well as most areas classified as Moderate. This map will increase the City's resilience to wildfire as new construction begins to include the enhanced construction standards.

Due to the State Fire Marshal's mandated adoption of updated Moderate, High, and Very High FHZS, the City is required to update its 2021 Wildland-Urban Interface (WUI) Fire Area Map to include areas newly classified as High FHSZ's that were not previously identified.

WUI MAP OPTIONS

Staff has identified three potential options for the new WUI Fire Area Map.

Option 1: Increase the WUI Map to include Very High, High and Moderate zones

In alignment with the City's ongoing efforts to enhance wildfire resiliency, staff is recommending the inclusion of areas designated by the State as Moderate FHZS in the updated WUI Fire Area Map (Attachment 4). By expanding the WUI Fire Area map to include the Moderate FHSZ, the City

will specifically address the effect ember casting has on significant wildfire events. This consideration is crucial because past fires, including the recent Palisades and Eaton fires, have demonstrated that windborne embers igniting new fires at a distance are a major factor in wildfire spread. Because this would more significantly increase the area where additional building code standards would apply, Fire Staff asked for input from the community and had discussion with City staff and the Community Development Department.

After this discussion, some areas within the Moderate zone were excluded from the recommended map in order to support housing development. Areas excluded include multi-family residential areas located outside the High FHSZ and existing WUI boundaries from the expanded requirements. This includes several properties along North El Camino Real and Traffic Way where the proposed new General Plan will increase allowable density. The increased number of parcels that would be added to the WUI Fire Area Map under this scenario would be approximately 4,000 parcels.

There are approximately 800 undeveloped parcels within City limits that would be subject to WUI building standards under the proposed updated WUI Fire Area Map. As currently applied, these standards are only applicable to new construction, including ADUs and accessory structures, and do not apply to expansions, remodels, or tenant improvements to existing structures.

Option 2: Increase the WUI Map to only include newly designated areas of Very High or High

This option uses the 2021 Atascadero WUI Map and increases the WUI designation only in the State required Zones of Very High and High (Attachment 5). As these designations are required by the State, this would be the minimum change Council could adopt while maintaining the current WUI boundary. The number of parcels added with this option would be approximately 800 parcels. These parcels are mostly located at the north end of town encompassing parcels adjacent to Highway 101 on the west and east side of the highway.

Option 3: Decrease the WUI Map to only include State Very High or High zones

This option eliminates the customized Atascadero WUI Map and would recognize only the State required zones of Very High and High as being subject to WUI standards. This would be the absolute minimum zone to apply WUI building requirements allowed by the State. It would remove all areas currently covered in our WUI map that had been designated by previous versions of the State or County maps and which are located in the moderate fire severity zone or no designation zones. This option is not recommended as this would be reducing the current WUI area where new construction is already being built to the wildland building code.

CONCLUSION

The State has updated their Fire Severity Zone maps for adoption by local jurisdictions. The City is required to adopt the State maps and apply specific wildland fire building code standards to all new buildings constructed in these areas. While adoption of the state map is the minimum requirement, the City can, and has in the past, adopted a custom WUI zone to determine where the building code standards apply. The State map is proposed for adoption at this time. Staff will return with the Atascadero WUI Map update based on Council direction.

ALTERNATIVES TO THE STAFF RECOMMENDATION:

Alternatives for the recommendation focus on considering changes to the WUI. The FHSZ map must be adopted as required by Government Code Section 51179. Regarding the WUI Fire Area Map, Council may:

- Ask staff to provide additional analysis and information;
- Direct additional public engagement regarding the WUI; and/or
- Ask Staff to return with an update WUI Map based on Council direction.

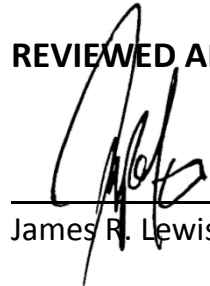
FISCAL IMPACT:

None.

REVIEWED BY OTHERS:

This item has been reviewed by the Community Development Director.

REVIEWED AND APPROVED FOR COUNCIL AGENDA



James R. Lewis, City Manager

ATTACHMENT(S):

1. Draft Ordinance
2. 2025 State Fire Marshal Fire Hazard Severity Zone Map
3. 2021 WUI Fire Area Map
4. Proposed WUI Fire Area Map Option 1 – Very High, High, Moderate
5. Proposed WUI Fire Area Map Option 2 – Very High, High
6. Insurance Commissioner's Fact Sheet

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:

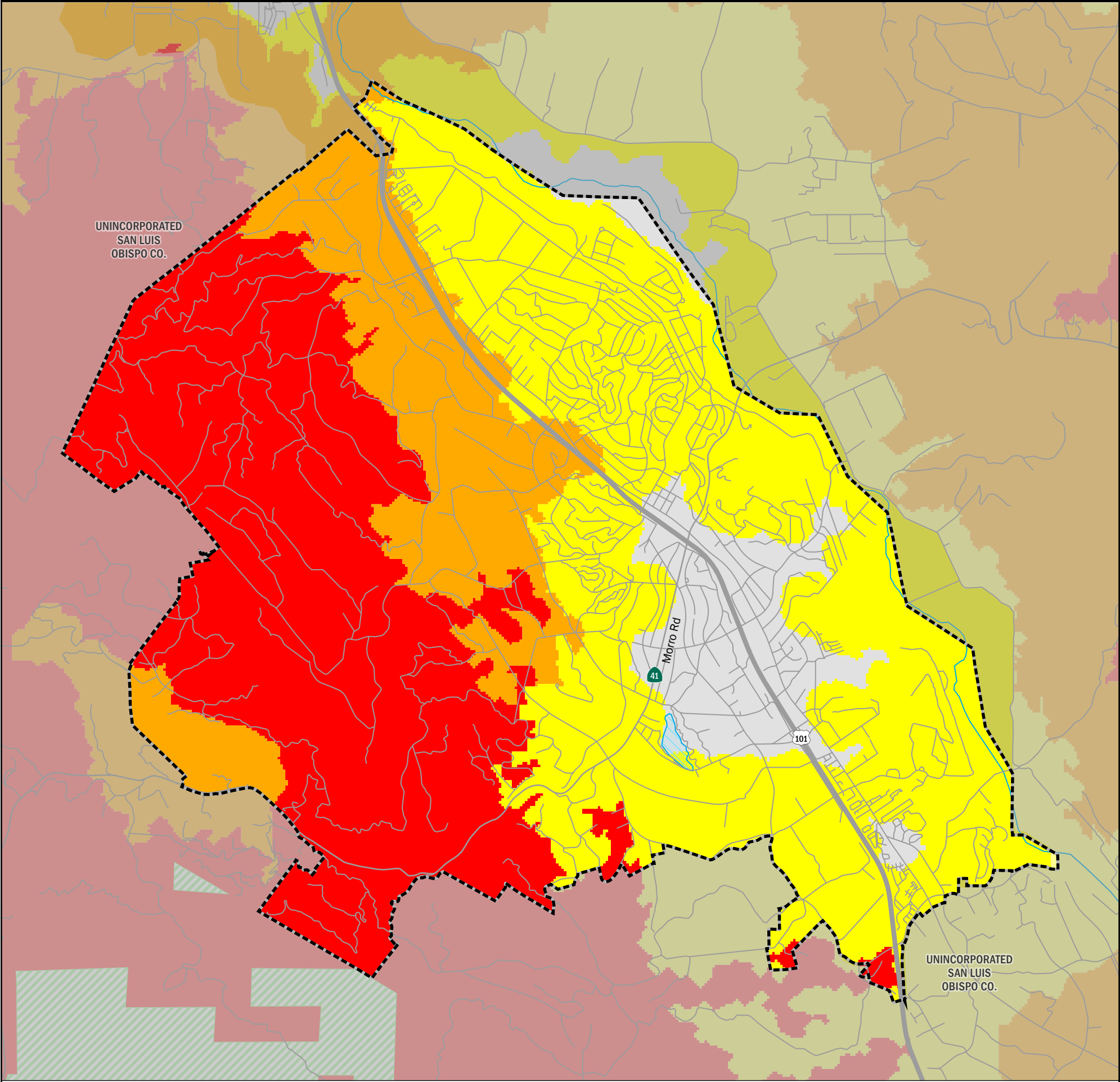
David Fleishman, City Attorney

CITY OF ATASCADERO – SAN LUIS OBISPO COUNTY



Local Responsibility Area
Fire Hazard Severity Zones

As Identified by the
State Fire Marshal
March 10, 2025

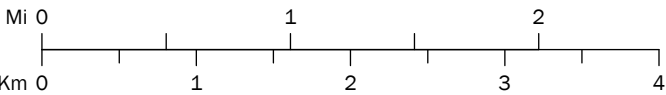


Fire Hazard Severity Zones (FHSZ) in Local Responsibility Area (LRA), as Identified by the State Fire Marshal

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.

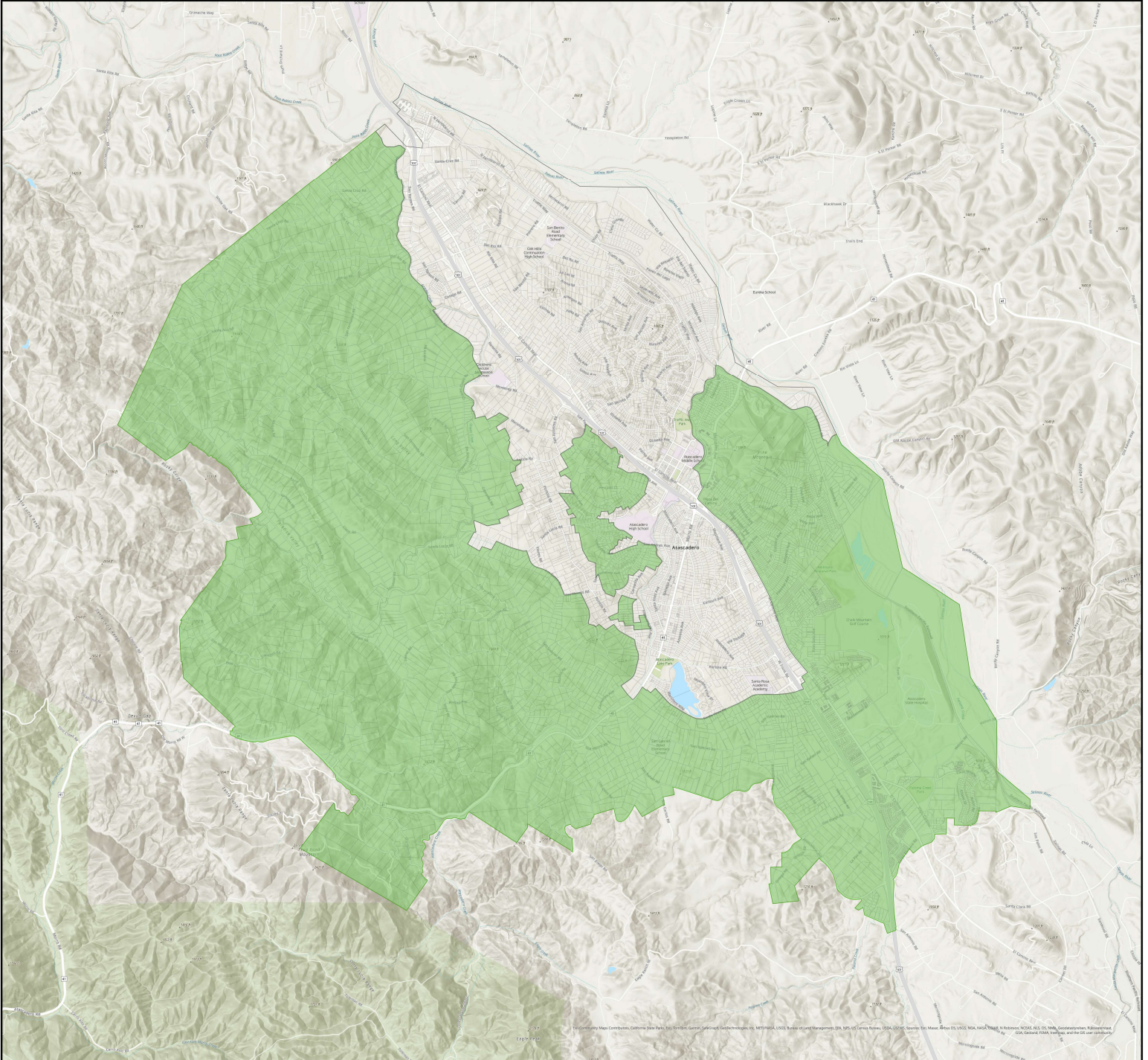
The State of California and the Department of Forestry and Fire Protection make no representations or warranties regarding the accuracy of data or maps. Neither the State nor the Department shall be liable under any circumstances for any direct, special, incidental, or consequential damages with respect 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

Current Wildland Urban Interface (WUI)



Legend

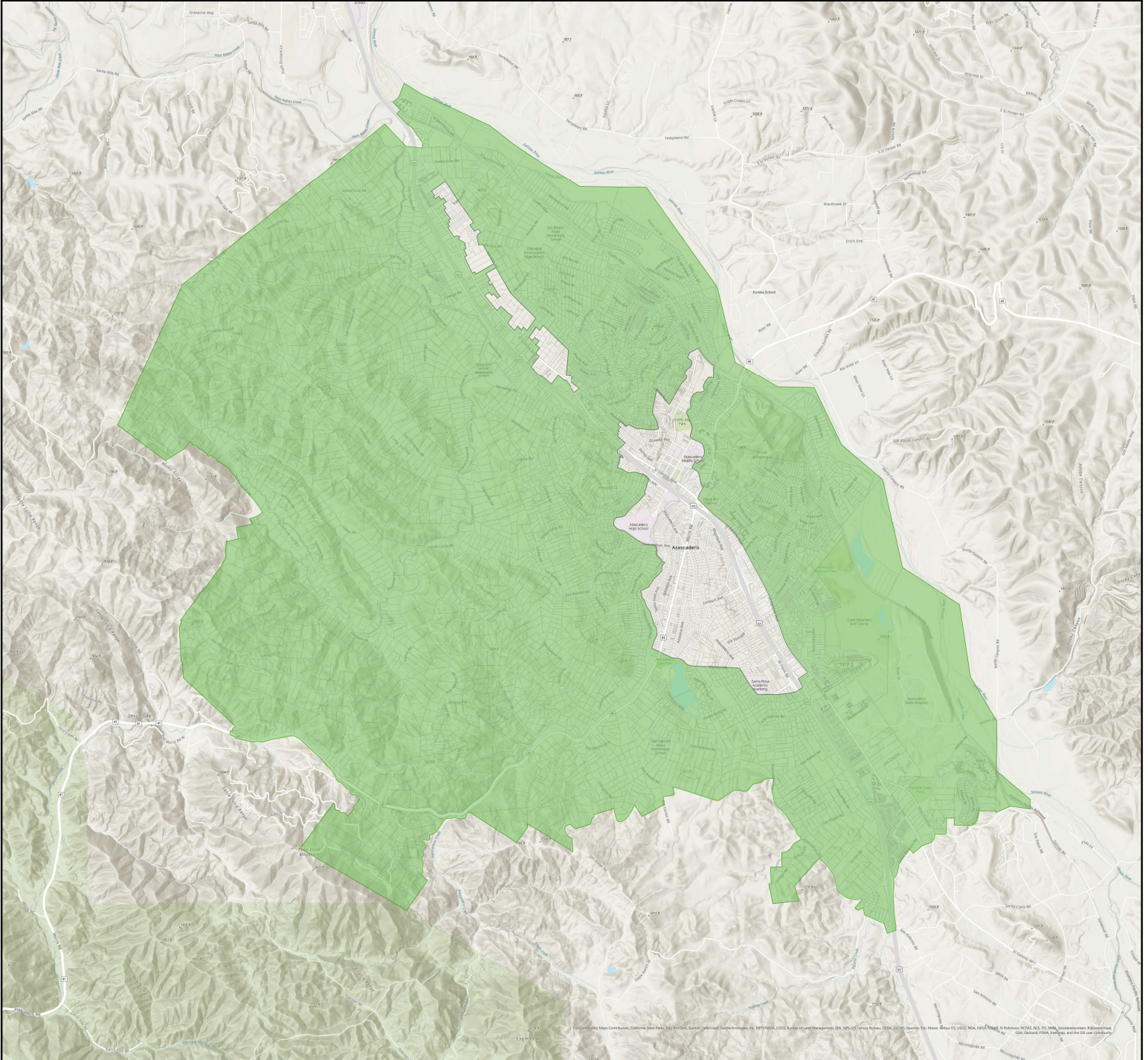
- WUI
- Urban
- Parcels



0 0.5 1 2 Miles

City of Atascadero

Proposed Wildland Urban Interface (WUI)



Legend

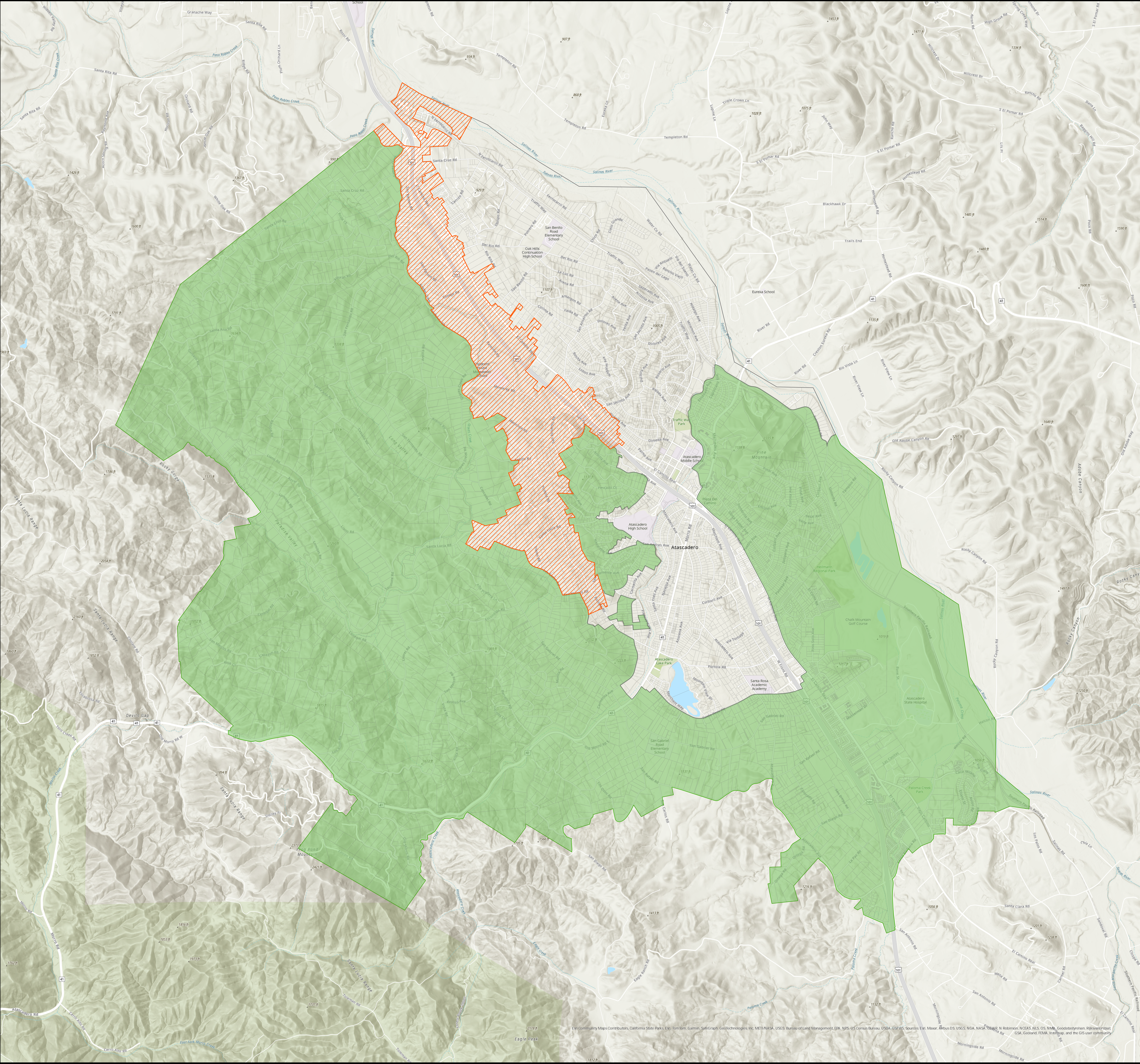
- WUI
- Urban
- Parcels



0 0.5 1 2 Miles

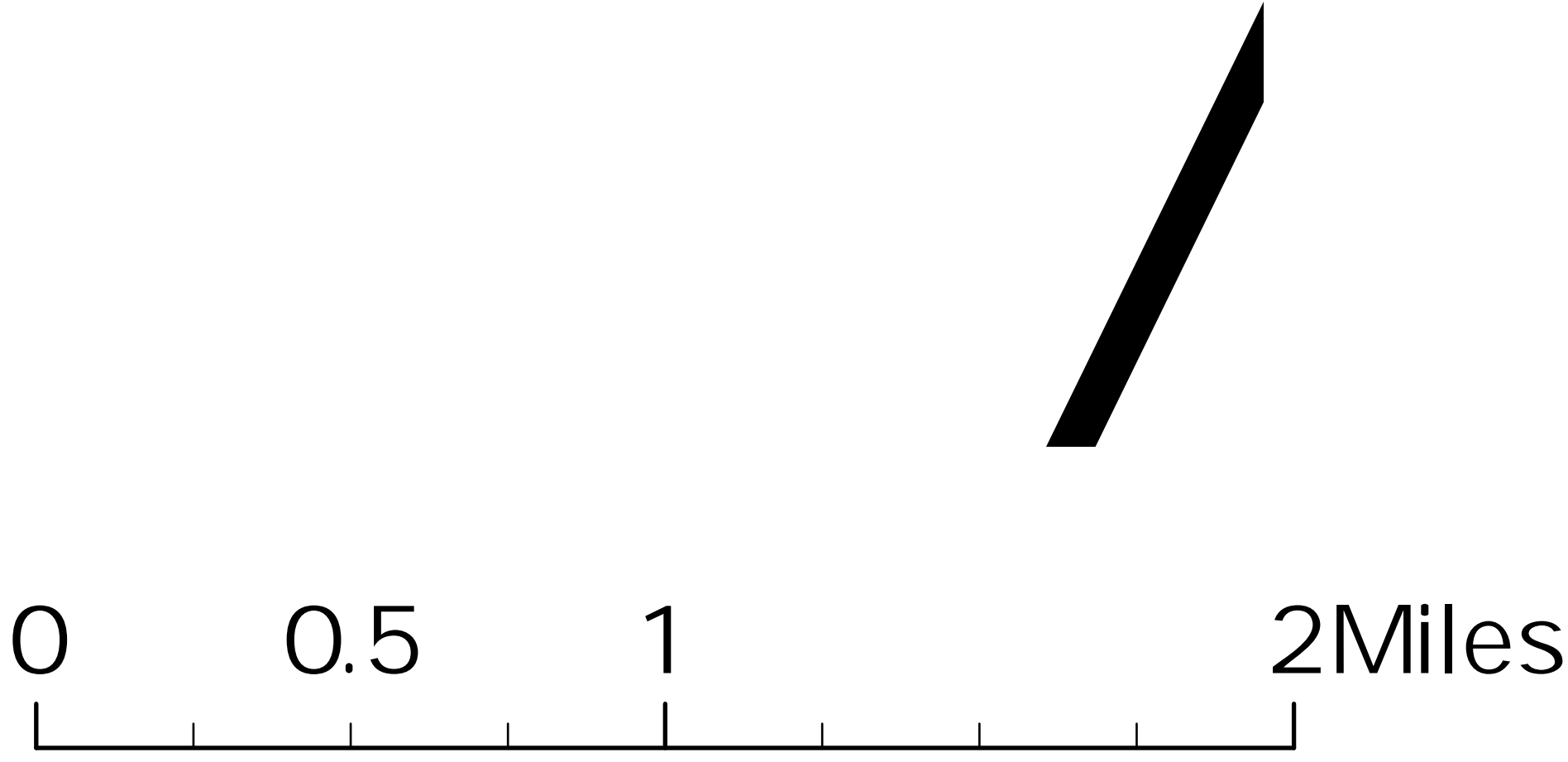
City of Atascadero

Add High / Very High FHSZ to Atascadero WUI



Legend

- Add High/Very High
- WUI
- Urban
- Parcels





CITY OF ATASCADERO

CITY COUNCIL STAFF REPORT

G2

Department: Administrative Services
Date: 5/27/25
Placement: Public Hearing

TO: JAMES R. LEWIS, CITY MANAGER
FROM: JERI RANGEL, ADMINISTRATIVE SERVICES DIRECTOR
PREPARED BY: CINDY CHAVEZ, DEPUTY DIRECTOR OF ADMINISTRATIVE SERVICES
SUBJECT: Amendments to Fee Schedule

RECOMMENDATION:

Council adopt Draft Resolution, adopting amended fees and deposits to offset costs incurred in planning services, and a schedule of fees and charges for City services.

DISCUSSION:

The purpose of City government is to service the needs of the people. The City offers a variety of services to the community including those such as planning and building development services, park and recreational services, rental of City property, police and fire services, and other miscellaneous City services of a voluntary or limited nature. These services are funded in part by fees paid by the users and in part by a General Fund subsidy. The amount of General Fund subsidy that is required is predicated on the degree to which the City can recover the costs reasonably borne to provide the special services.

California law allows the City to recover “costs reasonably borne” by the City in providing services. However, the fee may not exceed those “costs reasonably borne” or it is by definition a special tax that must be approved by two-thirds of the voters. In 2022, the City hired a consultant, Revenue & Cost Specialists, LLC (RCS) to perform a complete Cost Allocation and User Fee Study. RCS is an expert in the industry and has been providing fee and costing services to local government agencies for 45 years. RCS provided similar services for the City in 2002, 2006, and 2014.

In 2014, Council directed staff to bring back the issue of adjusting fees annually using the Consumer Price Index (CPI). The CPI adjustment for year ending 2024 is 2.96%. The CPI used was the California weighted average change from calendar 2023 to 2024 that is calculated by the State Department of Industrial Relations. Attached, as Exhibit A to the Draft Resolution, is a summary fee comparison detailing the proposed adjustments.

Recreation activity fees adjust according to cost recovery guidelines and local trends. The Council has consistently demonstrated the desire to keep recreation fees affordable to the average family, resulting in a benefit to the entire community. In this Fee Schedule update, most recreational activity fees are only being proposed to increase by CPI.

Council has historically indicated their intention to have development pay for itself. The majority of the development fees proposed are at 100% cost recovery. Recovering the full cost of the service allows the City to deliver the development services more efficiently as it helps to provide the funding for the staffing needs of the department. As discussed during previous Council meetings, there are some development fees that continue to be subsidized for economic development reasons. Fees such as outdoor dining encroachment permits and sign permits fall into this category.

Other fees are limited by State law. Those cost recovery fees will remain at a constant level unless they are updated by the State.

The remaining fees, which are neither managed by the State nor fall into the already discussed categories, were adjusted to reflect the actual changes in the costs of providing those services.

The Service Fees will go into effect sixty days (60) after the resolution is adopted.

ALTERNATIVES TO THE STAFF RECOMMENDATION:

1. Council may change any of the proposed fees not limited by State law.
2. Council may keep the current fees. This option is not recommended as the amount of tax dollars necessary to provide these services would increase, reducing the amount of money available for key Council priorities.

FISCAL IMPACT:

There will be an increase in operating revenue resulting from the CPI increase, with an offsetting increase in costs to provide the services.

REVIEWED BY OTHERS:

This item has been reviewed by the Administrative Services Director.

REVIEWED AND APPROVED FOR COUNCIL AGENDA



James R. Lewis, City Manager

ATTACHMENT(S):

1. Draft Resolution
2. Schedule of Fees and Charges for Service Fees - Current vs. Proposed Fee Schedule (Exhibit A)

DRAFT RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ATASCADERO, ADOPTING AMENDED FEES AND DEPOSITS TO OFFSET COSTS INCURRED IN PLANNING SERVICES, AND A SCHEDULE OF FEES AND CHARGES FOR CITY SERVICES

WHEREAS, the City wishes to comply with both the letter and the spirit of Article XIIB of the California Constitution and limit the growth of taxes; and,

WHEREAS, the City of Atascadero provides various planning and building development services to the public including, but not limited to, processing applications, reviewing plans and maps, issuing permits and reviewing development agreements (the “Planning Services”); and,

WHEREAS, the City of Atascadero desires to establish a policy of recovering some portion of the costs reasonably borne of providing special services, including but not limited to park and recreation services, rental of City property, police and fire services, and other miscellaneous City services, of a voluntary or limited nature, such that general taxes are not diverted from general services of a broad nature and thereby utilized unfairly and inequitably such special services (“City Services”); and,

WHEREAS, City Council intends to collect various fees (the “Fees”) and, in certain cases, require advance deposit of the Fees, to offset the costs associated with providing the Planning Services and City Services; and,

WHEREAS, because some of the Fees are described in Government Code section 66014, (i) notice of the time and place of this meeting as well as a general description of the matter to be considered are to be mailed at least 14 days prior to the date of this meeting to those parties (if any) who have filed requests for such notification, and (ii) data indicating the amount of the estimated cost required to provide the Services and the resources anticipated to fund the Planning Services were made available to the public at least 10 days prior to the date of this meeting, all in accordance with Government Code section 66016; and,

WHEREAS, Government Code Section 66016 applies to fees authorized in Government Code sections 51287, 56383, 57004, 65104, 65456, 65584.1, 65863.7, 65909.5, 66013, 66014 and 66451.2, Health & Safety Code sections 17951, 19132.3 and 19852, Public Resources Code section 41901 and Public Utilities Code section 21671.5 consisting of primarily fees for zoning variances, zoning changes, use permits, building inspections, building permits, filing and processing applications and petitions filed with LAFCO, the processing of subdivision maps, tentative, final and parcel maps and planning services to be charged for development projects; and,

WHEREAS, Government Code Section 66018 applies to the adopting or increasing fees to which a specific statutory notice requirement does not apply; and

WHEREAS, pursuant to Government Code sections 66016 and 66018 the enactment or increase

in any fees to be charged for services must be adopted by the City Council by ordinance or resolution, after providing notice and holding a public hearing; and,

WHEREAS, the City Council finds that the fee schedule detailed in Exhibit A attached hereto and incorporated herein by reference is consistent with the City of Atascadero General Plan; and,

WHEREAS, pursuant to Government Code Sections 66016 and 66018, the data required to be made available to the public prior to increasing the amount of the fees by this resolution was made available for public review at least 10 days prior to the date of this meeting; and,

WHEREAS, pursuant to Government Code Sections 66014, 66106, 66018 and 6062a, notice of a public hearing on the increase to the amount of fees was published twice, with at least five days intervening the two publications, commencing at least ten days prior to the date of this meeting; and,

WHEREAS, a duly noticed public hearing before the City Council was held on May 27, 2025, at which public testimony was received and duly considered on the proposed Planning Services and City Services Fees; and,

WHEREAS, the City Council has previously adopted Resolution No. 2025-005, setting forth such fees, and desires to amend and restate that Resolution in this Resolution, without rescinding said adoption; and,

WHEREAS, the amount of the Fees do not exceed the true cost of providing the Planning Services and City Services; and,

WHEREAS, the increase to the amount of the fees is not a “project” subject to the California Environmental Quality Act because it is a funding mechanism having no physical effect on the environment.

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

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

SECTION 2. Establishment of the Fees. The Fees are hereby established in the amounts detailed on Exhibit A for the purpose of funding the cost of providing the Services.

SECTION 3. Collection of the Fees. The Fees levied pursuant to this Resolution shall be paid to the City either at the time the Planning Service or City Service is requested or required or shall, in certain cases, be advanced to the City in the form of an advance deposit as further detailed on Exhibit A.

SECTION 4. Constitutionality. If any portion of this Resolution is declared invalid or unconstitutional then it is the intention of the City Council to have passed the entire Resolution and all its component parts, and all other sections of this Resolution shall remain in full force and effect.

SECTION 5. Repealer. All resolutions and other actions of the City Council in conflict with the contents of this Resolution are hereby repealed.

SECTION 6. Effective Date. This Resolution shall take effect 60 days after the effective date of this Resolution, and shall remain in effect, until revised by the City Council.

PASSED AND ADOPTED at a regular meeting of the City Council held this _____ day of May, 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

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
PLANNING			
25-001	ADMINISTRATIVE USE PERMIT REVIEW	Non-commercial wall mural - No charge Minor Outdoor Amplified Music - \$109 per application (subsidized) Other - \$2,094 per application	Non-commercial wall mural - No charge Minor Outdoor Amplified Music - \$112 per application (subsidized) Other - \$2,151 per application
25-001-Sign	SIGNAGE ADMINISTRATIVE USE PERMIT REVIEW	\$109 per application, inclusive of noticing and label generation fees (subsidized)	\$112 per application, inclusive of noticing and label generation fees (subsidized)
25-002	MINOR CONDITIONAL USE PERMIT REVIEW	\$3,048 per application	\$3,131 per application
25-003	MAJOR CONDITIONAL USE PERMIT REVIEW	Standard (less than 5 acres) - \$6,494 per application Major (5 acres or greater) - \$10,534 per application	Standard (less than 5 acres) - \$6,670 per application Major (5 acres or greater) - \$10,820 per application
25-004	VARIANCE APPLICATION	\$3,250 per application	\$3,338 per application
25-006	DEVELOPMENT AGREEMENT	\$16,358 deposit with staff charges at the fully allocated hourly rates plus any outside or legal expenses	\$16,802 deposit with staff charges at the fully allocated hourly rates plus any outside or legal expenses
25-006A	PLANNING AGREEMENT PREPARATION	\$180 per agreement	\$185 per agreement
25-007	SPECIFIC PLAN	\$13,086 deposit with staff charges at the fully allocated hourly rates plus any outside or legal expenses	\$13,441 deposit with staff charges at the fully allocated hourly rates plus any outside or legal expenses
25-008	GENERAL PLAN/ZONING MAP AMENDMENT	\$6,276 per application	\$6,446 per application

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
PLANNING (continued)			
25-010	GENERAL PLAN/ZONING TEXT AMENDMENT	Minor - \$2,606 per application Major - \$6,832 per application Combined with a map and/or master plan of development (CUP) - 50% of these fees	Minor - \$2,677 per application Major - \$7,017 per application Combined with a map and/or master plan of development (CUP) - 50% of these fees
25-011	TENTATIVE PARCEL MAP	\$5,676 per application	\$5,830 per application
25-012	TENTATIVE TRACT MAP	\$8,026 per map plus \$104 per lot over 10 lots	\$8,244 per map plus \$106 per lot over 10 lots
25-013	CONDOMINIUM CONVERSION TENTATIVE MAP	\$6,941 per map plus \$115 per unit over 15 units Commercial - \$3,097 per map	\$7,129 per map plus \$118 per unit over 15 units Commercial - \$3,181 per map
25-014	PRECISE PLAN	\$2,154 per application	\$2,212 per application
25-015	MAP/CONDITIONAL USE PERMIT RECONSIDERATION/AMENDMENT REVIEW	\$2,819 per application	\$2,895 per application
25-015A	PLANNED DEVELOPMENT REPEAL	\$1,265 per application	\$1,299 per application
25-016	ENVIRONMENTAL IMPACT REPORT REVIEW	10% of contract consultant amount for City staff review	\$1,299 per application

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
PLANNING (continued)			
25-016A	ENVIRON MITIGATION NEGATIVE DECLARATION	Standard - \$3,315 per application in addition to other application fees where applicable Expanded - \$5,529 per application in addition to other application fees where applicable	Standard - \$3,405 per application in addition to other application fees where applicable Expanded - \$5,679 per application in addition to other application fees where applicable
25-016B	ENVIRONMENTAL CATEGORICAL EXEMPTION	\$234 per application Class 32 - \$1,101 per application Plus any filing fees	\$241 per application Class 32 - \$1,131 per application Plus any filing fees
25-016C	ENVIRONMENTAL IMPACT REPORT/MITIGATED NEGATIVE DECLARATION ADDENDUM	\$2,863 per application in addition to other application fees where applicable	\$2,940 per application in addition to other application fees where applicable
25-017	ANNEXATION	\$21,810 deposit with staff charges at the fully allocated hourly rates plus any outside or legal expenses	\$22,402 deposit with staff charges at the fully allocated hourly rates plus any outside or legal expenses
25-018	LOT LINE ADJUSTMENT REVIEW	Historic Conflict Lot Line Adjustment - \$1,636 per application (subsidized) Urban Lot Split- \$2,803 per application Other - \$2,186 per application	Historic Conflict Lot Line Adjustment - \$1,680 per application (subsidized) Other - \$2,246 per application
25-018A	MINISTERIAL SUBDIVISIONS	None	Urban Lot Split- \$2,879 per application Small Lot Subdivision - \$2,879 per application
25-019	VOLUNTARY LOT MERGER	\$960 per application	\$986 per application
25-022	SUBSTANTIAL CONFORMANCE FINDING	\$649 per application	\$666 per application
25-023	FINDING OF CONVENIENCE & NECESSITY	\$540 per application	\$554 per application

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
PLANNING (continued)			
25-024	TEMPORARY OCCUPANCY REVIEW	Commercial/Industrial/Multi-Family - \$1,238 per application Single Family Residential - \$545 per application	Commercial/Industrial/Multi-Family - \$1,271 per application Single Family Residential - \$560 per application
25-025	ADMINISTRATIVE TIME EXTENSION REVIEW	\$611 per application	\$627 per application
25-026	PLANNING COMMISSION TIME EXTENSION REVIEW	\$1,009 per application	\$1,036 per application
25-027	CONTINUANCE	\$327 per application	\$336 per application
25-028	APPEAL TO PLANNING COMMISSION	\$1,668 per application for 70% cost recovery	\$1,714 per application for 70% cost recovery
25-029	APPEAL TO CITY COUNCIL	\$1,876 per application for 70% cost recovery	\$1,927 per application for 70% cost recovery
25-030	NATIVE TREE REMOVAL PERMIT	Dead/Diseased Tree - No Charge Non-Heritage Tree - \$267 per permit Heritage Tree - \$1,270 per permit	Dead/Diseased Tree - No Charge Non-Heritage Tree - \$274 per permit Heritage Tree - \$1,305 per permit
25-031	TREE PROTECTION PLAN / INSPECTION FOR BUILDING PERMIT	Minor (No Arborist Required) - No charge if done in conjunction with Planning Plan Check fee or \$87 per review if done independently Major - \$354 per application Fee includes one inspection and one re-inspection	Minor (No Arborist Required) - No charge if done in conjunction with Planning Plan Check fee or \$90 per review if done independently Major - \$364 per application Fee includes one inspection and one re-inspection

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
PLANNING (continued)			
25-032	RE-INSPECT TREE PROTECTION	\$180 per inspection Fee imposed on the third and any subsequent inspections	\$185 per inspection Fee imposed on the third and any subsequent inspections
25-037	BUILDING ADDRESS ASSIGNMENT PROCESSING	SFR/Duplex - \$87 per application 3-10 Units - \$131 per application 11-20 Units - \$398 per application Each Additional Unit over 20 - \$27	SFR/Duplex - \$90 per application 3-10 Units - \$134 per application 11-20 Units - \$409 per application Each Additional Unit over 20 - \$28
25-038	REAL ESTATE/PROPERTY INFO LETTER	\$251 per letter	\$258 per letter
25-039	CONSTRUCTION OPERATION AFTER-HOURS	\$573 per application	\$588 per application
25-040	PLANNING REVIEW/APPROVAL OF ENCROACHMENT PERMT	\$224 per permit	\$230 per permit
25-040A	PLANNING REVIEW / APPROVAL OF BUILDING PERMIT	Base Fee - 15% of the Building Permit Fee CUP/PD Compliance - \$622 per application DRC Review - \$534 per application + 7.5% Community Development Technology Surcharge	Base Fee - 15% of the Building Permit Fee CUP/PD Compliance - \$638 per application DRC Review - \$549 per application + 7.5% Community Development Technology Surcharge
25-040B	PLANNING INSPECTION	\$180 per inspection	\$185 per inspection
25-040C	PLANNING- EXTRA PLAN CHECK/INSPECTION	\$180 per hour OR 1.3 times the actual cost of contract consultant	\$185 per hour OR 1.3 times the actual cost of contract consultant

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
PLANNING (continued)			
25-040D	PLANNING BUSINESS LICENSE REVIEW	Commercial Zoning Clearance - \$87 per application Home Occupation - \$87 per application Change of Owner - \$76 per application	Commercial Zoning Clearance - \$90 per application Home Occupation - \$90 per application Change of Owner - \$78 per application
25-040E	BUILDING BUSINESS LICENSE INSPECTION	\$196 per business	\$202 per business
25-040F	COMMUNITY DEVELOPMENT MISCELLANEOUS SERVICES	Charge all staff at the fully allocated hourly rates plus any outside legal expenses	Charge all staff at the fully allocated hourly rates plus any outside legal expenses
25-040G	COMMUNITY DEVELOPMENT TECHNOLOGY SURCHARGE	7.5% of fees as detailed in the individual services	7.5% of fees as detailed in the individual services

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
BUILDING			
25-041	BUILDING PLAN CHECK	Plan Check - 65% of Building Permit Fee Outside Plan Check - 1.3 times the cost of outside consultant Disabled Access - Additional 10% of Building Permit Fee Energy Efficiency - Additional 10% of Building Permit Fee + 7.5% Community Development Technology Surcharge	Plan Check - 65% of Building Permit Fee Disabled Access - Additional 10% of Building Permit Fee Energy Efficiency - Additional 10% of Building Permit Fee OR Outside Plan Check - 1.3 times the cost of outside consultant + 7.5% Community Development Technology Surcharge
25-041A	BUILDING PERMIT/INSPECTION	Building Permit - The current International Code Council (ICC) Building Valuation Tables including inflation indexing, plus 25%. Plumbing Permits-10% of Building Permit Fee (\$95 minimum) Mechanical Permits-10% of Building Permit Fee (\$95 minimum) Electrical Permits-10% of Building Permit Fee (\$95 minimum) + 7.5% Community Development Technology Surcharge	Building Permit - The current International Code Council (ICC) Building Valuation Tables including inflation indexing, plus 25%. Plumbing Permits-10% of Building Permit Fee (\$97 minimum) Mechanical Permits-10% of Building Permit Fee (\$97 minimum) Electrical Permits-10% of Building Permit Fee (\$97 minimum) + 7.5% Community Development Technology Surcharge

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
BUILDING (continued)			
25-041C	OVER THE COUNTER MISCELLANEOUS BUILDING PERMIT	Water Heater - \$104 Minor (1 inspection) - \$267 per permit Major (2 inspections) - \$463 per permit + 7.5% Community Development Technology Surcharge	Water Heater - \$106 Minor (1 inspection) - \$274 per permit Major (2 inspections) - \$476 per permit + 7.5% Community Development Technology Surcharge
25-041D	EXPRESS BUILDING PERMIT	Residential Rooftop Solar Systems under 10 KW - \$491 per permit (subsidized) Other - \$654 per permit + 7.5% Community Development Technology Surcharge	Residential Rooftop Solar Systems under 10 KW - \$504 per permit (subsidized) Other - \$672 per permit + 7.5% Community Development Technology Surcharge
25-041D- Sign	EXPRESS SIGN PERMIT	Sign Permit - \$82 per permit (subsidized) Exclusive of Monument Signs and Pole Signs	Sign Permit - \$84 per permit (subsidized) Exclusive of Monument Signs and Pole Signs
25-048	PLAN REVISION CHECKING	\$224 plus actual cost of City staff at the fully allocated hourly rates or actual cost of consultant	\$230 plus actual cost of City staff at the fully allocated hourly rates or actual cost of consultant
25-049	BUILDING - EXTRA PLAN CHECK/INSPECTION	Plan Check - \$38 plus \$196 per hour, 1 hour minimum or the actual cost of contract consultant Inspection - \$234 per extra inspection	Plan Check - \$39 plus \$202 per hour, 1 hour minimum or the actual cost of contract consultant Inspection - \$241 per extra inspection
25-050	RESTAMPING OF APPROVED PLANS	Single Family Residential - \$213 per plan Commercial/Industrial/Multi-Family - \$387 per plan	Single Family Residential - \$218 per plan Commercial/Industrial/Multi-Family - \$398 per plan

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
BUILDING (continued)			
25-051	LOST INSPECTION CARD	\$136 per card	\$140 per card
25-051A	CHANGE OF CONTRACTOR OR RESPONSIBLE PARTY	\$213 per application	\$218 per application
25-052	APPEAL TO BOARD OF APPEALS	\$1,423 per appeal for 70% cost recovery	\$1,462 per appeal for 70% cost recovery
25-068	GENERAL PLAN MAINTENANCE	7% of all building permits, which includes new structures and additions	7% of all building permits, which includes new structures and additions
25-069A	DISTRICT FORMATION PROCESSING	\$5,136 per district plus any outside consultant or legal costs	\$5,276 per district plus any outside consultant or legal costs
25-069B	COMMUNITY FACILITY DISTRICT ANNEXATION	\$1,483 per district plus any outside consultant or legal costs	\$1,523 per district plus any outside consultant or legal costs
25-117	CHANGE OF OCCUPANCY	\$267 per application	\$274 per application

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
FIRE DEVELOPMENT			
25-042	FIRE BUILDING PLAN CHECK/INSPECTION	30% of Building Plan Check Fees + 7.5% Community Development Technology Surcharge	30% of Building Plan Check Fees + 7.5% Community Development Technology Surcharge
25-042A	FIRE SPRINKLER PLAN CHECK	New Residential Plan Check - \$202 plus actual cost of consultant Tenant Improvement Residential Remodel Plan Check - \$202 plus actual cost of consultant Commercial Plan Check - \$202 plus actual cost of City staff at the fully allocated hourly rates or actual cost of consultant + 7.5% Community Development Technology Surcharge	New Residential Plan Check - \$207 plus actual cost of consultant Tenant Improvement Residential Remodel Plan Check - \$207 plus actual cost of consultant Commercial Plan Check - \$207 plus actual cost of City staff at the fully allocated hourly rates or actual cost of consultant + 7.5% Community Development Technology Surcharge
25-042B	FIRE SPRINKLER INSPECTION	Residential - \$294 Commercial - Charges at the fully allocated hourly rates plus any outside expenses + 7.5 Community Development Technology Surcharge	Residential - \$302 Commercial - Charges at the fully allocated hourly rates plus any outside expenses + 7.5 Community Development Technology Surcharge
25-042C	EXTRA FIRE PLAN CHECK/INSPECTION	\$213 per hour extra plan check or inspection OR Charge 130% of Actual Contract Costs for projects that use contract services Fee to be assessed after initial plan check/inspection and one re-check/inspection	\$218 per hour extra plan check or inspection OR Charge 130% of Actual Contract Costs for projects that use contract services Fee to be assessed after initial plan check/inspection and one re-check/inspection

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
FIRE DEVELOPMENT (continued)			
25-042D	SPRINKLER EXPRESS PLAN CHECK/INSPECTION	\$234 per permit + 7.5% Community Development Technology Surcharge	\$241 per permit + 7.5% Community Development Technology Surcharge
25-043A	FIRE ALARM PLAN CHECK	\$202 plus actual cost of consultant + 7.5% Community Development Technology Surcharge	\$207 plus actual cost of consultant + 7.5% Community Development Technology Surcharge
25-043B	FIRE ALARM INSPECTION	Single Family Residential - \$240 Other - Charges at the fully allocated hourly rates plus any outside expenses + 7.5% Community Development Technology Surcharge	Single Family Residential - \$246 Other - Charges at the fully allocated hourly rates plus any outside expenses + 7.5% Community Development Technology Surcharge
25-044A	NEW FIRE HOOD/SUPPRESSION PLAN CHECK	\$125 plus actual cost of consultant + 7.5% Community Development Technology Surcharge	\$129 plus actual cost of consultant + 7.5% Community Development Technology Surcharge
25-044B	NEW FIRE HOOD/SUPPRESSION INSPECTION	\$136 per project + 7.5% Community Development Technology Surcharge	\$140 per project + 7.5% Community Development Technology Surcharge
25-045	PRIVATE HYDRANT SYSTEM PC/INSPECTION	\$627 per system plus actual cost of consultant + 7.5% Community Development Technology Surcharge	\$644 per system plus actual cost of consultant + 7.5% Community Development Technology Surcharge

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
PUBLIC WORKS			
25-053	ON-SITE GRADING PLAN CHECK - BUILDING	<p>Minor (Less than 50 CY/1,000 sq ft of disturbed soil) - \$82</p> <p>Single Family Residence/Accessory: 50-100 CY of disturbed soil - \$344 101-500 CY of disturbed soil - \$425 501+ CY/1 acre or more of disturbed soil - \$654</p> <p>Commercial/Industrial/Multifamily - \$720 plus \$169 per each 5,000 sq ft of disturbed soil after the first 5,000 sq ft</p> <p>Rough Grading - \$518</p> <p>+ 7.5% Community Development Technology Surcharge</p>	<p>Minor (Less than 50 CY/1,000 sq ft of disturbed soil) - \$84</p> <p>Single Family Residence/Accessory: 50-100 CY of disturbed soil - \$353 101-500 CY of disturbed soil - \$437 501+ CY/1 acre or more of disturbed soil - \$672</p> <p>Commercial/Industrial/Multifamily - \$739 plus \$174 per each 5,000 sq ft of disturbed soil after the first 5,000 sq ft</p> <p>Rough Grading - \$532</p> <p>+ 7.5% Community Development Technology Surcharge</p>
25-053C	ENGINEERING-EXTRA PLAN CHCK/INSPECTION	<p>\$38 per plan/inspection plus \$164 per hour per extra plan check or inspection</p> <p>OR</p> <p>Charge 130% of actual contract costs for projects that use contract services</p> <p>Fee to be assessed after initial plan check/inspection and one re-check/inspection</p>	<p>\$39 per plan/inspection plus \$168 per hour per extra plan check or inspection</p> <p>OR</p> <p>Charge 130% of actual contract costs for projects that use contract services</p> <p>Fee to be assessed after initial plan check/inspection and one re-check/inspection</p>
25-053D	TEMPORARY STOCKPILE PERMIT	\$436 per permit	\$448 per permit

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
PUBLIC WORKS (continued)			
25-053E	PLOT PLAN REVIEW	Single Family - \$82 per lot Commercial/Industrial/Multi-Family - \$164 per lot	Single Family - \$84 per lot Commercial/Industrial/Multi-Family - \$168 per lot
25-053F	ENGINEERING COMMERCIAL MODIFICATION REVIEW	\$147 per application	\$151 per application
25-053G	ON-SITE STORMWATER MANAGEMENT PLAN CHECK	Tier 3 - \$720 Tier 4 - \$1,112 Tiers 1 and 2 are included in grading plan check fees + 7.5% Community Development Technology Surcharge	Tier 3 - \$739 Tier 4 - \$1,143 Tiers 1 and 2 are included in grading plan check fees + 7.5% Community Development Technology Surcharge
25-053H	SWPPP PLAN CHECK/INSPECTION	Plan Check - \$393 Inspection - \$327 per quarter per site + 7.5% Community Development Technology Surcharge	Plan Check - \$403 Inspection - \$336 per quarter per site + 7.5% Community Development Technology Surcharge
25-053W	OWTS (SEPTIC SYSTEM) PLAN CHECK	New/Modified (associated with a structure) - \$431 per plan Replacement (not associated with a structure) - \$594 per plan + 7.5% Community Development Technology Surcharge	New/Modified (associated with a structure) - \$442 per plan Replacement (not associated with a structure) - \$610 per plan + 7.5% Community Development Technology Surcharge

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
PUBLIC WORKS (continued)			
25-054	ON-SITE GRADING INSPECTION	Minor (Less than 50 CY/1,000 sq ft of disturbed soil) - \$125 Single Family Residence/Accessory: 50-100 CY of disturbed soil - \$316 101-500 CY of disturbed soil - \$447 501+ CY/1 acre or more of disturbed soil - \$845 Commercial/Industrial/Multi-Family - \$551 plus \$267 per each 5,000 sq ft of disturbed soil after the first 5,000 sq ft + 7.5% Community Development Technology Surcharge	Minor (Less than 50 CY/1,000 sq ft of disturbed soil) - \$129 Single Family Residence/Accessory: 50-100 CY of disturbed soil - \$325 101-500 CY of disturbed soil - \$459 501+ CY/1 acre or more of disturbed soil - \$868 Commercial/Industrial/Multi-Family - \$566 plus \$274 per each 5,000 sq ft of disturbed soil after the first 5,000 sq ft + 7.5% Community Development Technology Surcharge
25-054B	ON-SITE STORMWATER MGMT INSPECTION	\$398 per drainage facility + 7.5% Community Development Technology Surcharge	\$409 per drainage facility + 7.5% Community Development Technology Surcharge
25-054W	OWTS (SEPTIC SYSTEM) INSPECTION	\$387 per permit + 7.5% Community Development Technology Surcharge	\$398 per permit + 7.5% Community Development Technology Surcharge

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
PUBLIC WORKS (continued)			
25-055	PUBLIC IMPROVEMENT PLAN CHECK	<p>\$0 - \$50,000 - 8.00% of the Engineer's Estimate (\$1,091 minimum)</p> <p>\$50,000 - \$100,000 - \$4,030 plus 4.45% of the Engineer's Estimate over \$50,000</p> <p>\$100,000 - \$500,000 - \$6,255 plus 1.55% of the Engineer's Estimate over \$100,000</p> <p>\$500,000 - \$1,000,000 - \$12,455 plus 1.07% of the Engineer's Estimate over \$500,000</p> <p>\$1,000,000+ - \$17,805 plus 0.53% of the Engineer's Estimate over \$1,000,000</p> <p>+ 7.5% Community Development Technology Surcharge</p>	<p>\$0 - \$50,000 - 8.30% of the Engineer's Estimate (\$1,120 minimum)</p> <p>\$50,000 - \$100,000 - \$4,149 plus 4.45% of the Engineer's Estimate over \$50,000</p> <p>\$100,000 - \$500,000 - \$6,440 plus 1.55% of the Engineer's Estimate over \$100,000</p> <p>\$500,000 - \$1,000,000 - \$12,824 plus 1.07% of the Engineer's Estimate over \$500,000</p> <p>\$1,000,000+ - \$18,332 plus 0.53% of the Engineer's Estimate over \$1,000,000</p> <p>+ 7.5% Community Development Technology Surcharge</p>

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
PUBLIC WORKS (continued)			
25-055A	PUBLIC IMPROVEMENT INSPECTION	<p>\$0 - \$50,000 - 4.00% of the Engineer's Estimate (\$1,091 minimum)</p> <p>\$50,000 - \$100,000 - \$2,135 plus 4.07% of the Engineer's Estimate over \$50,000</p> <p>\$100,000 - \$500,000 - \$4,170 plus 0.98% of the Engineer's Estimate over \$100,000</p> <p>\$500,000 - \$1,000,000 - \$8,090 plus 0.82% of the Engineer's Estimate over \$500,000</p> <p>\$1,000,000+ - \$12,190 plus 0.47% of the Engineer's Estimate over \$1,000,000</p> <p>+ 7.5% Community Development Technology Surcharge</p>	<p>\$0 - \$50,000 - 4.00% of the Engineer's Estimate (\$1,120 minimum)</p> <p>\$50,000 - \$100,000 - \$2,198 plus 4.07% of the Engineer's Estimate over \$50,000</p> <p>\$100,000 - \$500,000 - \$4,293 plus 0.98% of the Engineer's Estimate over \$100,000</p> <p>\$500,000 - \$1,000,000 - \$8,329 plus 0.82% of the Engineer's Estimate over \$500,000</p> <p>\$1,000,000+ - \$12,551 plus 0.47% of the Engineer's Estimate over \$1,000,000</p> <p>+ 7.5% Community Development Technology Surcharge</p>

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
PUBLIC WORKS (continued)			
25-055B	ENGINEERING AGREEMENTS	Public or Subdivision Improvements (Tract Map) - \$763 per agreement Deferral of Improvements (Parcel Map) - \$420 per agreement Sewer Extension Reimbursement - \$611 per agreement Oversizing Improvements Reimbursement - \$1,200 per agreement Maintenance of Stormwater Facilities - \$333 per agreement OWTS (Septic) Pre-Treatment Systems - \$333 per agreement plus \$183 annually	Public or Subdivision Improvements (Tract Map) - \$784 per agreement Deferral of Improvements (Parcel Map) - \$431 per agreement Sewer Extension Reimbursement - \$627 per agreement Oversizing Improvements Reimbursement - \$1,232 per agreement Maintenance of Stormwater Facilities - \$342 per agreement plus \$188 annually OWTS (Septic) Pre-Treatment Systems - \$342 per agreement plus \$188 annually
25-056	TEMPORARY ENCROACHMENT PERMIT	Short Term - \$115 Long Term - Minor - \$213 Long Term - Major - \$823 Outdoor Dining - New - \$393 (subsidized) Outdoor Dining - Annual - \$180 (subsidized) Overhead Structure - \$169 Miscellaneous Minor Use - \$115	Short Term - \$118 Long Term - Minor - \$218 Long Term - Major - \$846 Outdoor Dining - New - \$403 (subsidized) Outdoor Dining - Annual - \$185 (subsidized) Overhead Structure - \$174 Miscellaneous Minor Use - \$118

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
PUBLIC WORKS (continued)			
25-057	STANDARD ENCROACHMENT PERMIT - IMPROVEMENT	Driveway Approach: New - \$480 Replacement - \$202 New Curb/Gutter - \$480 plus \$4 for each linear foot New Sidewalk - \$333 plus \$4 for each linear foot Miscellaneous Minor - \$169 Sidewalk and Curb/Gutter Repairs- \$0 (subsidized) Non-City Maintained Road Repairs - \$0 (subsidized) Downtown Street Tree Installation/Replacement - \$0 (subsidized) Public Improvements - See 24-055 and 24-055A	Driveway Approach: New - \$493 Replacement - \$207 New Curb/Gutter - \$493 plus \$4 for each linear foot New Sidewalk - \$342 plus \$4 for each linear foot Miscellaneous Minor - \$174 Sidewalk and Curb/Gutter Repairs- \$0 (subsidized) Non-City Maintained Road Repairs - \$0 (subsidized) Downtown Street Tree Installation/Replacement - \$0 (subsidized) Public Improvements - See 24-055 and 24-055A
25-058	STANDARD ENCROACHMENT PERMIT - UTILITY	Sewer Main Connection Inspection: SFR - \$278 per connect Commercial/Industrial/Multi-Family - \$442 per connect Trenching: Under 4 ft. depth - \$736 plus \$2 per linear foot 4 to 8 ft. depth - \$736 plus \$4 per linear foot Over 8 ft. depth - \$736 plus \$9 per linear foot Boring - \$736 plus \$4 per each 10 linear feet Overhead - \$736 plus \$2 per each 10 linear feet Obstructions: Surface - \$333 plus \$93 per obstruction Subsurface - \$333 plus \$65 per obstruction Overhead - \$333 plus \$44 per obstruction Potholing - \$322 per every 10 potholes or fraction thereof Broadband Fiber Installation - \$0 (subsidized)	Sewer Main Connection Inspection: SFR - \$286 per connect Commercial/Industrial/Multi-Family - \$454 per connect Trenching: Under 4 ft. depth - \$756 plus \$2 per linear foot 4 to 8 ft. depth - \$756 plus \$4 per linear foot Over 8 ft. depth - \$756 plus \$9 per linear foot Boring - \$756 plus \$4 per each 10 linear feet Overhead - \$756 plus \$2 per each 10 linear feet Obstructions: Surface - \$342 plus \$95 per obstruction Subsurface - \$342 plus \$67 per obstruction Overhead - \$342 plus \$45 per obstruction Potholing - \$330 per every 10 potholes or fraction thereof Broadband Fiber Installation - \$0 (subsidized)
25-058A	TRAFFIC CONTROL PLAN CHECK	Minor - \$158 per project Standard - \$316 per project Major - \$736 per project	Minor - \$162 per project Standard - \$325 per project Major - \$756 per project

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
PUBLIC WORKS (continued)			
25-058B	TRAFFIC CONTROL INSPECTION	Minor - \$65 plus \$65 per day after the first day Standard - \$142 plus \$65 per day after the first day Major - \$316 plus \$65 per day after the first day	Minor - \$67 plus \$67 per day after the first day Standard - \$146 plus \$67 per day after the first day Major - \$325 plus \$67 per day after the first day
25-058C	SPECIAL EVENT STREET CLOSURE	Review - \$142 plus the fully allocated hourly rate for all personnel involved after 1 hour Install - \$300 plus the fully allocated hourly rate for all personnel involved after 2 staff hours	Review - \$146 plus the fully allocated hourly rate for all personnel involved after 1 staff hour Install - \$308 plus the fully allocated hourly rate for all personnel involved after 2 staff hours
25-058D	BLANKET ENCROACHMENT PERMIT	\$5,436 per utility per year plus \$224 per sub-permit in addition to any franchise payments	\$5,584 per utility per year plus \$230 per sub-permit in addition to any franchise payments
25-058E	MISCELLANEOUS ENCROACHMENT PERMIT	Request for Time Extension/Renewal of Expired Permit - \$125 per permit Encroachment without a permit - Double fees Illegal Encroachment or Removal/Relocation - Actual Costs Restoration of Right-of-Way and/or Street - Actual Costs	Request for Time Extension/Renewal of Expired Permit - \$129 per permit Encroachment without a permit - Double fees Illegal Encroachment or Removal/Relocation - Actual Costs Restoration of Right-of-Way and/or Street - Actual Costs
25-059	FINAL PARCEL MAP CHECK	\$3,228 per map plus \$113 plus \$7 per lot GIS fee	\$3,315 per map plus \$116 plus \$7 per lot GIS fee
25-060	FINAL TRACT MAP CHECK	\$4,100 per map plus \$45 per lot after 5 lots plus \$113 plus \$7 per lot GIS Fee Affordable Housing - \$714 per application plus \$180 per unit plus outside or legal costs	\$4,212 per map plus \$46 per lot after 5 lots plus \$116 plus \$7 per lot GIS Fee Affordable Housing - \$734 per application plus \$185 per unit plus outside or legal costs

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
PUBLIC WORKS (continued)			
25-061	CONDOMINIUM CONVERSION FINAL MAP	\$3,359 per map Plus actual contract costs for over 15 units Plus any recording fees	\$3,450 per map Plus actual contract costs for over 15 units Plus any recording fees
25-062	FINAL MAP AMENDMENT	\$3,397 per application Certificate of Correction - \$507 per application	\$3,489 per application Certificate of Correction - \$521 per application
25-063	STREET/RIGHT OF WAY ABANDONMENT PROCESS	\$5,354 per application	\$5,500 per application
25-064	CERTIFICATE OF COMPLIANCE	\$1,156 per certificate	\$1,187 per certificate
25-065	FLOOD PLAIN LETTER	\$671 per letter	\$689 per letter
25-066	TRANSPORTATION PERMIT	\$16 - Single Trip Permit \$90 - Annual/Repetitive Permit <i>Fees are set by the State</i>	\$16 - Single Trip Permit \$90 - Annual/Repetitive Permit <i>Fees are set by the State</i>
25-109	SEWER CONNECTION PROCESSING	\$87 per sewer connection permit	\$90 per sewer connection permit
25-110	EMERGENCY SEWAGE SPILL RESPONSE	Charge the fully allocated hourly rates for all personnel involved plus any outside or material costs	Charge the fully allocated hourly rates for all personnel involved plus any outside or material costs

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
POLICE			
25-069	CODE ENFORCEMENT	Recover the full costs related to the enforcement of the City's codes at a particular parcel if the parcel is not brought into compliance and court action is necessary. Notice of Non-Compliance - \$272 plus County fees	Recover the full costs related to the enforcement of the City's codes at a particular parcel if the parcel is not brought into compliance and court action is necessary. Notice of Non-Compliance - \$279 plus County fees
25-070	NOISE DISTURBANCE RESPONSE CALL-BACK	Full costs of all responding personnel	Full costs of all responding personnel
25-071	POLICE FALSE ALARM RESPONSE	First three responses within a calendar year - No Charge Each subsequent false alarm within a calendar year - \$196 per response	First three responses within a calendar year - No Charge Each subsequent false alarm within a calendar year - \$202 per response
25-072	DUI ACCIDENT RESPONSE INVESTIGATION	Charge the fully allocated hourly rate for all emergency personnel responding, not to exceed \$12,000 per incident by State Law.	Charge the fully allocated hourly rate for all emergency personnel responding, not to exceed \$12,000 per incident by State Law.
25-073	VEHICLE EQUIPMENT CORRECTION INSPECTION	\$76 per inspection	\$78 per inspection
25-074	VIN VERIFICATION	\$87 per request	\$90 per request
25-075	STORED/IMPOUNDED VEHICLE RELEASE	\$158 per vehicle	\$162 per vehicle
25-076	REPOSSESSED VEHICLE RELEASE	\$15 per vehicle This fee is set by State Law	\$15 per vehicle This fee is set by State Law
25-078	RECORDS CHECK/CLEARANCE LETTER	\$38 per letter plus notary fee if applicable	\$39 per letter plus notary fee if applicable

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
POLICE (continued)			
25-079	LIVE SCAN FINGERPRINT PROCESSING	No Charge - Volunteers for Seniors/Youth \$19 per person - community group coaches or leaders \$38 per person - all others	No Charge - Volunteers for Seniors/Youth \$19 per person - community group coaches or leaders \$39 per person - all others
25-080	POLICE REPORT COPY	As this service is covered by the Public Records Act, the fee should match the City's copy charge fee: 1st page - \$0.50 each additional page - \$0.10	As this service is covered by the Public Records Act, the fee should match the City's copy charge fee: 1st page - \$0.50 each additional page - \$0.10
25-081	POLICE DIGITAL FILE REPRODUCTION	\$5 per device	\$6 per device
25-082	CONCEALED CARRY WEAPONS LICENSE	New application administrative fee- \$163 Renewal application administrative fee- \$33 Amended application administrative fee- \$13 Fees set by State Law: Department of Justice initial Livescan- \$93 Department of Justice renewal Livescan- \$52 Psychological testing costs are to be added to the above fee up to \$150 20% of the fee is collected upon filing of the initial application and is non-refundable. The balance of the fee is collected on issuance of the license.	New application administrative fee- \$168 Renewal application administrative fee- \$34 Amended application administrative fee- \$13 Fees set by State Law: Department of Justice initial Livescan- \$93 Department of Justice renewal Livescan- \$52 Psychological testing costs are to be added to the above fee up to \$150 20% of the fee is collected upon filing of the initial application and is non-refundable. The balance of the fee is collected on issuance of the license.
25-083	CIVIL SUBPOENA OF RECORDS	Reasonable Costs as set by State Law Deposit and Travel as set by State Law Fees are set by State Law (Evidence Code §1563 and Government Code §68096.1)	Reasonable Costs as set by State Law Deposit and Travel as set by State Law Fees are set by State Law (Evidence Code §1563 and Government Code §68096.1)

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
POLICE (continued)			
25-084	DUCES TECUM SUBPOENA	Reasonable Costs as set by State Law Fees are set by State Law (Evidence Code §1563)	Reasonable Costs as set by State Law Fees are set by State Law (Evidence Code §1563)
25-085	POLICE SPECIAL SERVICES	Full costs of all personnel required, plus any actual material or equipment expenses required for the event.	Full costs of all personnel required, plus any actual material or equipment expenses required for the event.

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
FIRE			
25-045A	FIRE SPRINKLER SERVICE LETTER	\$55 per letter	\$56 per letter
25-045B	FIRE CODE POSITION LETTER	\$327 per letter	\$336 per letter
25-046	FIRE FLOW TEST	\$267 per test	\$274 per test
25-086	TEMPORARY TENT/CIRCUS PERMIT	\$234 per permit plus \$104 per day after the first day	\$241 per permit plus \$106 per day after the first day
25-086A	PERMANENT TENT PERMIT	\$234 per permit	\$241 per permit
25-089	UNDERGROUND TANK REMOVAL	\$234 per tank - 1st inspection \$125 per tank - each subsequent inspection	\$241 per tank - 1st inspection \$129 per tank - each subsequent inspection
25-090	FIRE CODE PERMIT	\$213 per permit	\$218 per permit
25-091	ENGINE COMPANY INSPECTION	First 2 inspections - no charge 3rd and subsequent inspections - \$213 per inspection	First 2 inspections - no charge 3rd and subsequent inspections - \$218 per inspection
25-091A	SCHOOLS/HOTEL/MOTEL/ASSISTED LIVING FACILITY INSPECTION	\$556 per facility plus \$120 per floor after the first floor Fee includes two inspections	\$571 per facility plus \$123 per floor after the first floor Fee includes two inspections

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
FIRE (continued)			
25-091B	DAY CARE/GROUP HOME INSPECTION	Day Care/Group Home Facility Consultation - \$50 (maximum allowed under State law) Day Care Inspection - \$50 per permit (subsidized) Group Home Facility Inspection - \$240 per permit Fee includes two inspections	Day Care/Group Home Facility Consultation - \$50 (maximum allowed under State law) Day Care Inspection - \$50 per permit (subsidized) Group Home Facility Inspection - \$246 per permit Fee includes two inspections
25-091C	APARTMENT INSPECTION	3-15 units - \$191 16-50 units - \$294 51-100 units - \$507 101+ units - \$720 Fee includes two inspections	3-15 units - \$196 16-50 units - \$302 51-100 units - \$521 101+ units - \$739 Fee includes two inspections
25-092	FIRE FALSE ALARM RESPONSE	First 3 responses in a calendar year - No Charge Each subsequent response in a calendar year - \$414 per response	First 3 responses in a calendar year - No Charge Each subsequent response in a calendar year - \$426 per response
25-092A	NURSING HOME LIFT ASSIST	First 3 responses in a calendar year - No Charge Each subsequent response in a calendar year - \$480 per response	First 3 responses in a calendar year - No Charge Each subsequent response in a calendar year - \$493 per response
25-093	WEED ABATEMENT PROGRAM	Actual costs plus 166% Administrative Fee plus \$291 flat fee if lot must be cleared by the City This program is designed to only recover the cost of the properties that do not comply.	Actual costs plus 166% Administrative Fee plus \$299 flat fee if lot must be cleared by the City This program is designed to only recover the cost of the properties that do not comply.

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
FIRE (continued)			
25-094	HAZARDOUS MATERIALS RESPONSE	Charge the fully allocated hourly rates for all personnel involved.	Charge the fully allocated hourly rates for all personnel involved.
25-095	NEGLIGENT INCIDENT RESPONSE	Charge double the fully allocated hourly rates for all personnel involved.	Charge double the fully allocated hourly rates for all personnel involved.
25-096	FIRE/ARSON INVESTIGATION	Charge the fully allocated hourly rates for all personnel involved.	Charge the fully allocated hourly rates for all personnel involved.
25-098	FIRE INCIDENT REPORT COPY	As this service is covered by the Public Records Act, the fee should match the City's copy charge fee: 1st page - \$0.50 each additional page - \$0.10	As this service is covered by the Public Records Act, the fee should match the City's copy charge fee: 1st page - \$0.50 each additional page - \$0.10
25-098A	FIRE CODE OCCUPANCY LETTER	\$240 per letter	\$246 per letter
25-098B	FIRE MISCELLANEOUS SERVICES	Charge all staff at the fully allocated hourly rates plus any outside or legal expenses	Charge all staff at the fully allocated hourly rates plus any outside or legal expenses

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
RECREATION			
25-099	ADULT SPORTS	<p>The City Manager or Designee may set and change Adult Sports Fees according to cost recovery guidelines and local trends. This authorization is intended to allow the Recreation Division to offer new and revised programs between fee updates. Current Fees are as follows:</p> <p>Adult Basketball: \$489 per team + \$5 per nonresident player or additional 10% if 8 or more nonresident players</p> <p>Adult Kickball: \$436 per team + \$5 per nonresident player or additional 10% if 8 or more nonresident players</p> <p>Adult Drop-in Programs: \$2 per person</p> <p>Light Fee: \$25 per hour</p> <p>Late Fee: After registration \$62 per team</p> <p>Forfeit Fee: \$31 per team</p> <p>Protest Fee: \$25 per team</p> <p>Add/Drop Fee: \$25 per transaction</p>	<p>The City Manager or Designee may set and change Adult Sports Fees according to cost recovery guidelines and local trends. This authorization is intended to allow the Recreation Division to offer new and revised programs between fee updates. Current Fees are as follows:</p> <p>Adult Basketball: \$502 per team + \$6 per nonresident player or additional 10% if 8 or more nonresident players</p> <p>Adult Kickball: \$448 per team + \$6 per nonresident player or additional 10% if 8 or more nonresident players</p> <p>Adult Drop-in Programs: \$3 per person</p> <p>Light Fee: \$26 per hour</p> <p>Late Fee: After registration \$64 per team</p> <p>Forfeit Fee: \$31 per team</p> <p>Protest Fee: \$26 per team</p> <p>Add/Drop Fee: \$26 per transaction</p>

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
RECREATION (continued)			
25-100	YOUTH SPORTS	<p>The City Manager or Designee may set and change Youth Sports Fees according to cost recovery guidelines and local trends. This authorization is intended to allow the Recreation Division to offer new and revised programs between fee updates. Current Fees are as follows:</p> <p>Jr. Volleyball - \$104 per resident participant or \$114 for nonresident participants (\$5 discount for each additional family member)</p> <p>Youth Basketball - \$115 per participant or \$126 per nonresident participant (\$5 discount for each additional family member)</p> <p>T-Ball - \$104 per resident participant or \$114 for nonresident participant (\$5 discount for each additional family member)</p> <p>\$11 late fee per participant or family</p>	<p>The City Manager or Designee may set and change Youth Sports Fees according to cost recovery guidelines and local trends. This authorization is intended to allow the Recreation Division to offer new and revised programs between fee updates. Current Fees are as follows:</p> <p>Jr. Volleyball - \$106 per resident participant or \$117 for nonresident participants (\$5 discount for each additional family member)</p> <p>Youth Basketball - \$118 per participant or \$129 per nonresident participant (\$5 discount for each additional family member)</p> <p>T-Ball - \$106 per resident participant or \$117 for nonresident participant (\$5 discount for each additional family member)</p> <p>\$11 late fee per participant or family</p>
25-103	CONTRACT RECREATION CLASSES	<p>City Contract Instructors receive 70% of the class fee and the City receives the remaining 30% for off-site classes and/or existing instructors.</p> <p>City Contract Instructors receive 60% of the class fee and the City receives the remaining 40% for on-site classes and/or new instructors.</p>	<p>City Contract Instructors receive 70% of the class fee and the City receives the remaining 30% for off-site classes and/or existing instructors.</p> <p>City Contract Instructors receive 60% of the class fee and the City receives the remaining 40% for on-site classes and/or new instructors.</p>

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
RECREATION (continued)			
25-104	CITY SPECIAL EVENTS	<p>The City Manager or Designee may set and change Special Events according to cost recovery guidelines and local trends. This authorization is intended to allow the Recreation Division to offer new and revised programs between fee updates. Current Fees are as follows:</p> <p>1st Banner Position - No charge Additional Banner Positions - \$60 each per week according to policy</p> <p>A temporary banner removal fee of \$31 will be charged if banner is left up more than one day after the event.</p> <p>Cruise Night: \$30 per car during pre-registration \$45 per car the night of the event</p> <p>Craft Faire \$69 per inside space for residents \$85 per inside space for nonresidents \$59 per outside space for residents \$75 per outside space for nonresidents</p>	<p>The City Manager or Designee may set and change Special Events according to cost recovery guidelines and local trends. This authorization is intended to allow the Recreation Division to offer new and revised programs between fee updates. Current Fees are as follows:</p> <p>1st Banner Position - No charge Additional Banner Positions - \$62 each per week according to policy</p> <p>A temporary banner removal fee of \$31 will be charged if banner is left up more than one day after the event.</p> <p>Cruise Night: \$30 per car during pre-registration \$45 per car the night of the event</p> <p>Craft Faire \$71 per inside space for residents \$88 per inside space for nonresidents \$61 per outside space for residents \$77 per outside space for nonresidents</p>

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
RECREATION (continued)			
25-104	CITY SPECIAL EVENTS (continued)	<p>Father/Daughter Dance: \$37 per couple for residents \$43 per couple for nonresidents + \$5 for each additional daughter</p> <p>Booth Fee (Booths allowed in accordance with City policy at other City-run events) \$0 Nonprofit vendors \$72 For Profit Vendors</p> <p>Other Special Events: Fully allocated cost of required personnel</p>	<p>Father/Daughter and Mother/Son Dances: \$38 per couple for residents \$44 per couple for nonresidents + \$5 for each additional daughter</p> <p>Booth Fee (Booths allowed in accordance with City policy at other City-run events) \$0 Nonprofit vendors \$74 For Profit Vendors</p> <p>Other Special Events: Fully allocated cost of required personnel</p> <p>City Events - \$500 vendor cleaning fee will be applied and billed to each vendor that does not leave the vendor area clean.</p>
25-145	SPECIAL EVENT PERMIT	<p>Private Property 1-99 attendees - \$272 per application (subsidized) 100+ attendees - \$872 per application</p> <p>Public Property 1-99 attendees - \$1,194 per application 100+ attendees - \$3,479 per application</p> <p>Still Photography - \$49 per application</p> <p>Film Permit - \$387 per application</p> <p>Plus actual costs as necessary as determined by staff.</p>	<p>Private Property 1-99 attendees - \$279 per application (subsidized) 100+ attendees - \$896 per application</p> <p>Public Property 1-99 attendees - \$1,227 per application 100+ attendees - \$3,573 per application</p> <p>Still Photography - \$50 per application</p> <p>Film Permit - \$398 per application</p> <p>Plus actual costs as necessary as determined by staff.</p>
25-105	TRIPS AND TOURS	Charge the direct cost of the trip	Charge the direct cost of the trip

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
RECREATION (continued)			
25-148	ADVERTISING	<p>The City Manager or designee may set and change Advertising Fees according to cost recovery guidelines and local market trends. This authorization is intended to allow the Recreation Division to offer new and revised programs between fee updates. Current Fees are as follows:</p> <p>\$150 1/8 Page Ad \$225 1/4 Page Ad \$335 1/2 Page Ad \$275 Banner Ad \$625 Full Page Ad \$850 Inside Back Cover \$850 Inside Front Cover \$1,545 Back Cover</p>	<p>The City Manager or designee may set and change Advertising Fees according to cost recovery guidelines and local market trends. This authorization is intended to allow the Recreation Division to offer new and revised programs between fee updates. Current Fees are as follows:</p> <p>\$154 1/8 Page Ad \$232 1/4 Page Ad \$345 1/2 Page Ad \$283 Banner Ad \$644 Full Page Ad \$875 Inside Back Cover \$875 Inside Front Cover \$1,591 Back Cover</p>

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
PAVILION			
25-138	PAVILION CLEANING FEE	<p>Security Deposit: All special events require a \$468 security deposit.</p> <p>Security Guards: All events where alcohol is served require one guard per 100 people. \$26+ actual cost of security service (minimum of 4 hours)</p> <p>Application Fee: \$7 each</p> <p>Cleaning Fee: \$26 + contract cleaning charge + any repair costs for damage to the facility + fully allocated hourly rate of City personnel</p> <p>Cleaning Fee will be applied at the discretion of the City Manager or Designee. (In general it will be required for all rentals where food and/or beverages are served, for all day Saturday rentals and other large events where a cleaning crew is required.)</p>	<p>Security Deposit: All special events require a \$481 security deposit.</p> <p>Security Guards: All events where alcohol is served require one guard per 100 people. \$27 + actual cost of security service (minimum of 4 hours)</p> <p>Application Fee: \$7 each</p> <p>Cleaning Fee: \$27 + contract cleaning charge + any repair costs for damage to the facility + fully allocated hourly rate of City personnel</p> <p>Cleaning Fee will be applied at the discretion of the City Manager or Designee. (In general it will be required for all rentals where food and/or beverages are served, for all day Saturday rentals and other large events where a cleaning crew is required.)</p>

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
PAVILION (continued)			
25-106	PAVILION RENTAL	<p>Rotary Room: Weekdays: \$53 per hour for residents \$60 per hour for nonresidents/commercial \$44 per hour for non-profits</p> <p>Evenings and Sundays: \$71 per hour for residents \$84 per hour for nonresidents/commercial \$43 per hour for non-profits</p> <p>Gronstrand Room: Weekdays: \$47 per hour for residents \$53 per hour for nonresidents/commercial \$38 per hour for non-profits</p> <p>Evenings and Sundays: \$60 per hour for residents \$67 per hour for nonresidents/commercial \$38 per hour for non-profits</p> <p>Community Room: Weekdays: \$40 per hour for residents \$40 per hour for nonresidents/commercial \$32 per hour for non-profits</p>	<p>Rotary Room: Weekdays: \$55 per hour for residents \$62 per hour for nonresidents/commercial \$46 per hour for non-profits</p> <p>Evenings and Sundays: \$76 per hour for residents \$89 per hour for nonresidents/commercial \$46 per hour for non-profits</p> <p>Gronstrand Room: Weekdays: \$48 per hour for residents \$55 per hour for nonresidents/commercial \$39 per hour for non-profits</p> <p>Evenings and Sundays: \$62 per hour for residents \$68 per hour for nonresidents/commercial \$39 per hour for non-profits</p> <p>Community Room: Weekdays: \$41 per hour for residents \$41 per hour for nonresidents/commercial \$33 per hour for non-profits</p>

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
PAVILION (continued)			
25-106	PAVILION RENTAL (continued)	<p>Evenings and Sundays: \$47 per hour for residents \$47 per hour for nonresidents/commercial \$32 per hour for non-profits</p> <p>Kitchen: Weekdays: \$60 per hour for residents \$67 per hour for nonresidents/commercial \$32 per hour for non-profits</p> <p>Evenings and Sundays: \$73 per hour for residents \$80 per hour for nonresidents/commercial \$32 per hour for non-profits</p> <p>Great Room: Weekdays: \$94 per hour for residents \$107 per hour for nonresidents/commercial \$76 per hour for non-profits</p> <p>Great Room: Evenings and Sundays: \$126 per hour for residents \$147 per hour for nonresidents/commercial \$76 per hour for non-profits</p>	<p>Community Room (continued): Evenings and Sundays: \$48 per hour for residents \$48 per hour for nonresidents/commercial \$33 per hour for non-profits</p> <p>Kitchen: Weekdays: \$62 per hour for residents \$68 per hour for nonresidents/commercial \$33 per hour for non-profits</p> <p>Evenings and Sundays: \$75 per hour for residents \$82 per hour for nonresidents/commercial \$33 per hour for non-profits</p> <p>Great Room: Weekdays: \$96 per hour for residents \$110 per hour for nonresidents/commercial \$78 per hour for non-profits</p> <p>Evenings and Sundays: \$130 per hour for residents \$151 per hour for nonresidents/commercial \$78 per hour for non-profits</p>

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
PAVILION (continued)			
25-106	PAVILION RENTAL (continued)	<p>Combined: (Includes Great Room, Community Room, Kitchen and Lobby, Saturday Only) \$3,690 per day + \$225 cleaning fee for residents \$4,110 per day + \$225 cleaning fee for nonresidents/commercial \$76 per hour, 12 hour min for non-profits (Great Room only), additional fees apply for use of any other rooms</p> <p>Lakeside Room: \$47 per hour for residents \$47 per hour for nonresidents/commercial \$32 per hour for non-profits</p>	<p>Combined: (Includes Great Room, Community Room, Kitchen and Lobby, Saturday Only) \$3,795 per day + \$232 cleaning fee for residents \$4,215 per day + \$232 cleaning fee for nonresidents/commercial \$78 per hour, 12 hour min for non-profits (Great Room only), additional fees apply for use of any other rooms</p> <p>Lakeside Room: \$48 per hour for residents \$48 per hour for nonresidents/commercial \$33 per hour for non-profits</p>

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
PAVILION (continued)			
25-139	PAVILION EQUIPMENT RENTALS	<p>Non-profit organizations may receive a 50% discount on equipment rental fees. Upon approval of the City Manager or Designee, non-profit organizations that have ongoing rental agreements with the Pavilion on the Lake and have made significant donations to the City facilities are eligible to receive a full waiver of rental items.</p> <p>Gazebo Chairs: \$2 per chair + \$47 set-up fee Stage: \$13 per 4' x 8' piece Podium: \$26 per day Sound System: \$133 per day Portable Projector Screens: \$20 per day Electric Projector Screens: \$34 per day LCD Projector: \$133 per day Lattice Screen: \$34 each without lights \$67 each with lights Mirrors: \$2 each Candleholders: \$1 each Wireless Internet: \$34 per day</p>	<p>Non-profit organizations may receive a 50% discount on equipment rental fees. Upon approval of the City Manager or Designee, non-profit organizations that have ongoing rental agreements with the Pavilion on the Lake and have made significant donations to the City facilities are eligible to receive a full waiver of rental items.</p> <p>Gazebo Chairs: \$2 per chair + \$48 set-up fee Stage: \$13 per 4' x 8' piece Podium: \$27 per day Sound System: \$137 per day Portable Projector Screens: \$20 per day Electric Projector Screens: \$35 per day LCD Projector: \$137 per day Lattice Screen: \$35 each without lights \$68 each with lights Mirrors: \$2 each Candleholders: \$1 each Wireless Internet: \$35 per day</p>
25-140	GAZEBO RENTALS	\$207 per day	\$213 per day
25-141	RANGER HOUSE RENTAL RANGER HOUSE RENTALS-ZOO-ROOM	<p>\$40 per hour for residents \$40 per hour for nonresidents/commercial \$32 per hour for non-profit</p>	<p>\$41 per hour for residents \$41 per hour for nonresidents/commercial \$33 per hour for non-profit</p>

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
COLONY PARK COMMUNITY CENTER			
25-150	YOUTH & TEEN SERVICES	Teen Center membership - \$20 per year Teen Center membership card replacement - \$2 per card	Teen Center membership - \$20 per year Teen Center membership card replacement - \$2 per card
25-106A	COLONY PARK COMMUNITY CENTER RENTAL	Non-refundable Deposit: All bookings require a 50% non-refundable deposit. Cancellations will forfeit the deposit Security Deposit: May be required at the discretion of the City Manager or Designee (refundable after event if no damages/extra charges apply). Security Guards: At the discretion of the City Manager or Designee, events require one guard per 100 people. \$26 + actual cost of security service Additional Staff Time: An additional hourly rental charge of \$26 per hour will apply if the City is required to schedule additional personnel in order to accommodate the event Fitness (Dance & Exercise Rooms Combined): Weekdays: \$58 per hour for residents \$64 per hour for nonresidents \$49 per hour for non-profits Fitness (Dance & Exercise Rooms Combined): Evenings, Saturdays and Sundays: \$76 per hour for residents \$83 per hour for nonresidents \$66 per hour for non-profits	Non-refundable Deposit: All bookings require a 50% non-refundable deposit. Cancellations will forfeit the deposit Security Deposit: May be required at the discretion of the City Manager or Designee (refundable after event if no damages/extra charges apply). Security Guards: At the discretion of the City Manager or Designee, events require one guard per 100 people. \$27 + actual cost of security service Additional Staff Time: An additional hourly rental charge of \$27 per hour will apply if the City is required to schedule additional personnel in order to accommodate the event Fitness (Dance & Exercise Rooms Combined): Weekdays: \$59 per hour for residents \$66 per hour for nonresidents \$50 per hour for non-profits Fitness (Dance & Exercise Rooms Combined): Evenings, Saturdays and Sundays: \$78 per hour for residents \$85 per hour for nonresidents \$68 per hour for non-profits

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
COLONY PARK COMMUNITY CENTER (continued)			
25-106A	COLONY PARK COMMUNITY CENTER RENTAL (continued)	<p>Conference Room:</p> <p>Weekdays:</p> <p>\$39 per hour for residents</p> <p>\$45 per hour for nonresidents</p> <p>\$30 per hour for non-profits</p> <p>Evenings, Saturdays and Sundays:</p> <p>\$58 per hour for residents</p> <p>\$64 per hour for nonresidents</p> <p>\$49 per hour for non-profits</p> <p>Gymnasium:</p> <p>Weekdays:</p> <p>\$72 per hour for residents</p> <p>\$91 per hour for nonresidents</p> <p>\$63 per hour for non-profits</p> <p>Evenings, Saturdays and Sundays:</p> <p>\$91 per hour for residents</p> <p>\$108 per hour for nonresidents</p> <p>\$81 per hour for non-profits</p> <p>Arts and Crafts Room:</p> <p>Weekdays:</p> <p>\$45 per hour for residents</p> <p>\$51 per hour for nonresidents</p> <p>\$36 per hour for non-profits</p> <p>Evenings, Saturdays and Sundays:</p> <p>\$64 per hour for residents</p> <p>\$70 per hour for nonresidents</p> <p>\$55 per hour for non-profits</p> <p>Cleaning Fee:</p> <p>\$26 + contract cleaning charge + any repair costs for damage to the facility + fully allocated hourly rate of City personnel</p>	<p>Conference Room:</p> <p>Weekdays:</p> <p>\$40 per hour for residents</p> <p>\$46 per hour for nonresidents</p> <p>\$31 per hour for non-profits</p> <p>Evenings, Saturdays and Sundays:</p> <p>\$59 per hour for residents</p> <p>\$66 per hour for nonresidents</p> <p>\$50 per hour for non-profits</p> <p>Gymnasium:</p> <p>Weekdays:</p> <p>\$74 per hour for residents</p> <p>\$93 per hour for nonresidents</p> <p>\$65 per hour for non-profits</p> <p>Evenings, Saturdays and Sundays:</p> <p>\$93 per hour for residents</p> <p>\$111 per hour for nonresidents</p> <p>\$83 per hour for non-profits</p> <p>Arts and Crafts Room:</p> <p>Weekdays:</p> <p>\$46 per hour for residents</p> <p>\$53 per hour for nonresidents</p> <p>\$37 per hour for non-profits</p> <p>Evenings, Saturdays and Sundays:</p> <p>\$66 per hour for residents</p> <p>\$72 per hour for nonresidents</p> <p>\$56 per hour for non-profits</p> <p>Cleaning Fee:</p> <p>\$27 + contract cleaning charge + any repair costs for damage to the facility + fully allocated hourly rate of City personnel</p>

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
PARKS & FACILITIES RENTALS			
25-106A	COLONY PARK COMMUNITY CENTER RENTAL (continued)	None	Teen Center Rental: \$150 per hour for residents (two hour minimum) \$165 per hour for nonresidents (two hour minimum) \$135 per hour for non-profits (two hour minimum) \$610 security deposit
25-106B	COMMUNITY CENTER CLEANING FEE	Cleaning Fee will be applied at the discretion of the City Manager or Designee. (In general it will be required for all rentals where food and/or beverages are served, for all day Saturday rentals and other large events where a cleaning crew is required.)	Cleaning Fee will be applied at the discretion of the City Manager or Designee. (In general it will be required for all rentals where food and/or beverages are served, for all day Saturday rentals and other large events where a cleaning crew is required.)
25-106C	COLONY PARK COMMUNITY CENTER EQUIPMENT RENTALS	Table and chair set up (groups of 50+): \$51 Scoreboard: \$32 per day Podium: \$32 per day TV/DVD: \$32 per day Sound system: \$128 per day Stage: \$12 per 4' x 8' piece Portable projector screen: \$26 per day	Table and chair set up (groups of 50+): \$53 Scoreboard: \$32 per day Podium: \$32 per day TV/DVD: \$32 per day Sound system: \$131 per day Stage: \$12 per 4' x 8' piece Portable projector screen: \$27 per day

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
PARKS & FACILITIES RENTALS (continued)			
25-160	CITY HALL RENTALS	<p>Public Meeting Room (M-F 8:00-5:00): \$31 per hour for non-profit \$52 per hour for private resident \$59 per hour for private nonresident If outside of business hours: + Fully allocated hourly rate of all City personnel required \$57 per event cleaning fee for events that serve food</p> <p>City Council Chambers (M-F 8:00-5:00) 2 hour minimum rental \$112 per hour for non-profit \$144 per hour for private resident \$157 per hour for private nonresident \$594 non-refundable security deposit and a separate cleaning fee are required for events that serve food and/or drinks or are longer than 2 hours</p> <p>City Council Chambers (Friday Evenings) 2 hour minimum rental \$487 per hour for non-profit \$594 per hour for private resident \$653 per hour for private non-resident \$594 non-refundable security deposit and a separate cleaning fee are required for events that serve food and/or drinks or are longer than 2 hours</p>	<p>Public Meeting Room (M-F 8:00-5:00): \$32 per hour for non-profit \$54 per hour for private resident \$60 per hour for private nonresident If outside of business hours: + Fully allocated hourly rate of all City personnel required \$58 per event cleaning fee for events that serve food</p> <p>City Council Chambers (M-F 8:00-5:00) 2 hour minimum rental \$115 per hour for non-profit \$148 per hour for private resident \$161 per hour for private nonresident \$610 non-refundable security deposit and a separate cleaning fee are required for events that serve food and/or drinks or are longer than 2 hours</p> <p>City Council Chambers (Friday Evenings) 2 hour minimum rental \$501 per hour for non-profit \$610 per hour for private resident \$671 per hour for private non-resident \$610 non-refundable security deposit and a separate cleaning fee are required for events that serve food and/or drinks or are longer than 2 hours</p>

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
PARKS & FACILITIES RENTALS (continued)			
25-160	CITY HALL RENTALS (continued)	City Council Chambers (Saturday & Sunday) \$4,091 per day for non-profit \$6,158 per day for private resident \$6,774 per day for private non-resident \$615 per hour in excess of 10 hours \$1,232 reservation deposit required \$112 per event cleaning fee for events that serve food and/or drinks Event Photography (Saturday & Sunday) 2 hour minimum \$195 per hour for private resident \$262 per hour for private nonresident Outdoor event Ceremony (Saturday & Sunday) \$458 per ceremony	City Council Chambers (Saturday & Sunday) \$4,208 per day for non-profit \$6,325 per day for private resident \$6,958 per day for private non-resident \$632 per hour in excess of 10 hours \$1,266 reservation deposit required \$115 per event cleaning fee for events that serve food and/or drinks Event Photography (Saturday & Sunday) 2 hour minimum \$200 per hour for private resident \$269 per hour for private nonresident Outdoor event Ceremony (Saturday & Sunday) \$470 per ceremony

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
PARKS & FACILITIES RENTALS (continued)			
25-107A	PARK RENTALS	<p>In case of inclement weather, the applicant may request a refund of usage fees subject to an administrative fee or reschedule the reservation date subject to a reservation modification fee.</p> <p>In addition to the base rental rate listed below, all park facility charges are also subject to the following charges as applicable:</p> <p>\$20 Reservation change or modification fee</p> <p>\$15 Use of utilities fee</p> <p>Security Guards: At discretion of City Manager or Designee, events where alcohol is served require one guard per 100 people. \$26 + actual cost of security service</p> <p>Fully allocated hourly rate of all City personnel required for the event will be charged</p> <p>Barbeque Areas: \$70 per day for Paloma BBQ Areas \$70 per day for Lake Park BBQ Areas \$38 per day for Colony Park BBQ Areas \$96 per day for all 3 Colony Park BBQ areas</p> <p>Lake Park Bandstand: \$63 for nonprofits \$106 for all others</p>	<p>In case of inclement weather, the applicant may request a refund of usage fees subject to an administrative fee or reschedule the reservation date subject to a reservation modification fee.</p> <p>In addition to the base rental rate listed below, all park facility charges are also subject to the following charges as applicable:</p> <p>\$20 Reservation change or modification fee</p> <p>\$16 Use of utilities fee</p> <p>Security Guards: At discretion of City Manager or Designee, events where alcohol is served require one guard per 100 people. \$27 + actual cost of security service</p> <p>Fully allocated hourly rate of all City personnel required for the event will be charged</p> <p>Barbeque Areas: \$72 per day for Paloma BBQ Areas \$72 per day for Lake Park BBQ Areas \$39 per day for Colony Park BBQ Areas \$99 per day for all 3 Colony Park BBQ areas</p> <p>Lake Park Bandstand: \$65 for nonprofits \$109 for all others</p>

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
PARKS & FACILITIES RENTALS (continued)			
25-107A	PARK RENTALS (continued)	<p>Faces of Freedom Veterans Memorial: \$91 per day</p> <p>No fee for veteran's organizations, individual veterans, or families of veterans for services and events. No security deposit will be required for these events.</p> <p>Sunken Gardens: \$110 per day for half park for non-profit \$220 per day for half park for all others \$260 per day for full park for non-profit \$520 per day for full park for all others</p> <p>Plaza at La Plaza: \$215 per day for non-profit \$479 per day for all others</p> <p>Equestrian Arena: \$128 per day private use \$252 security deposit</p> <p>Lake Park Special Event: \$605 per day for non-profits \$957 per day for others</p> <p>Stadium Park: \$909 per day for non-profits for a > 150 person event \$1,915 per day for all others for a >150 person event \$256 per day for non-profits for a <= 150 person event \$638 per day for all others for a <= 150 person event</p>	<p>Faces of Freedom Veterans Memorial: \$94 per day</p> <p>No fee for veteran's organizations, individual veterans, or families of veterans for services and events. No security deposit will be required for these events.</p> <p>Sunken Gardens: \$113 per day for half park for non-profit \$227 per day for half park for all others \$268 per day for full park for non-profit \$535 per day for full park for all others</p> <p>Plaza at La Plaza: \$221 per day for non-profit \$492 per day for all others</p> <p>Equestrian Arena: \$131 per day private use \$259 security deposit</p> <p>Lake Park Special Event: \$623 per day for non-profits \$983 per day for others</p> <p>Stadium Park: \$935 per day for non-profits for a > 150 person event \$1,967 per day for all others for a >150 person event \$263 per day for non-profits for a <= 150 person event \$655 per day for all others for a <= 150 person event</p>

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
PARKS & FACILITIES RENTALS (continued)			
25-107A	PARK RENTALS (continued)	Paloma Creek Park Horseshoe Pits: \$16 per hour (2 hour minimum) Paloma Creek Park Sand Volleyball Court: \$16 per hour (2 hour minimum) Colony Park Bocce Ball Courts: \$16 per hour (2 hour minimum) Colony Park Pickleball Courts: \$16 per hour per court \$245 all four courts for the day Colony Park Outdoor Basketball Courts: \$16 per hour Corn Hole Board Set Rental With Bags: \$37 per day plus \$119 refundable security deposit	Paloma Creek Park Horseshoe Pits: \$17 per hour (2 hour minimum) Paloma Creek Park Sand Volleyball Court: \$17 per hour (2 hour minimum) Colony Park Bocce Ball Courts: \$17 per hour (2 hour minimum) Colony Park Pickleball Courts: \$17 per hour per court \$252 all four courts for the day Colony Park Outdoor Basketball Courts: \$17 per hour Corn Hole Board Set Rental With Bags: \$38 per day plus \$122 refundable security deposit
25-107	BALLFIELD/PARK FACILITY RENTAL	Ballfield and Open Fields fees: in addition to in-kind contributions \$22 per hour for non-profits \$27 per hour for resident use \$32 per hour for formal resident use \$35 per hour for non-resident \$26 per hour for lights \$32 base rental per field (+ \$500 deposit) \$64 for field lining (one time per day)	Ballfield and Open Fields fees: in addition to in-kind contributions \$23 per hour for non-profits \$28 per hour for resident use \$32 per hour for formal resident use \$36 per hour for non-resident \$27 per hour for lights \$32 base rental per field (+ \$500 deposit) \$66 for field lining (one time per day) Fully allocated hourly rate of all City personnel as required

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
PARKS & FACILITIES RENTALS (continued)			
25-107B	BALLFIELD FACILITY TOURNAMENT RENTAL	<p>A Non-refundable deposit of 50% required on all bookings (unless a higher deposit is noted). There are no refunds due to bad weather.</p> <p>In addition to the rental rate listed below, all tournaments are also subject to the following charges as applicable:</p> <p>Fully allocated hourly rate of all City personnel required for the event will be charged \$26 per hour for lights \$32 per field per day base rental fee (+\$500 deposit) \$64 facility key replacement fee \$64 field lining fee (one time per day)</p> <p>In addition to in-kind contributions rental fees will be as follows: \$32 per hour per field or \$510 per day (12 hours max) for two fields \$893 for two days (24 hours max) for two fields</p> <p>Any rental of fields that is 5 or more hours will be treated as a Tournament and Tournament fees and policies will apply.</p>	<p>A Non-refundable deposit of 50% required on all bookings (unless a higher deposit is noted). There are no refunds due to bad weather.</p> <p>In addition to the rental rate listed below, all tournaments are also subject to the following charges as applicable:</p> <p>Fully allocated hourly rate of all City personnel required for the event will be charged \$27 per hour for lights \$32 per field per day base rental fee (+\$500 deposit) \$66 facility key replacement fee \$66 field lining fee (one time per day)</p> <p>In addition to in-kind contributions rental fees will be as follows: \$32 per hour per field for resident use \$36 per hour per field for non-resident use or \$524 per day (12 hours max) for two fields \$917 for two days (24 hours max) for two fields</p> <p>Any rental of fields that is 5 or more hours will be treated as a Tournament and Tournament fees and policies will apply.</p>

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
ZOO			
25-108	ZOO SERVICES	<p>Admissions:</p> <ul style="list-style-type: none"> \$13 General (13 and up) \$11 Senior (65 and up) \$8 Child (5-12) \$5 Child (3-4) <p>Military Day at the Charles Paddock Zoo - One dedicated day will be chosen during the year to offer "FREE Admission" for Active Military and their families. In the past, this day has been referred to as Armed Forces Day.</p> <p>Stroller Rental:</p> <ul style="list-style-type: none"> \$5 per day - basic \$6 per day - theme <p>Educational Programs: fees set by Zoo Director based on market conditions and cost of items being resold</p> <p>School Presentations, Camps, Special Programs: fees set by the Zoo Director based on market conditions and estimated variable costs of the program.</p>	<p>Admissions:</p> <ul style="list-style-type: none"> \$15 General (13 and up) \$13 Atascadero Residents (ID required) \$13 Senior (65 and up- ID required) \$13 Military and Families (ID required) \$13 Students (ID required) \$10 Child (3-12) <p>Group rates for 15 or more visitors (prior booking required):</p> <ul style="list-style-type: none"> \$13 Adults \$8 Child <p>Military Day at the Charles Paddock Zoo - One dedicated day will be chosen during the year to offer "FREE Admission" for Active Military and their families. In the past, this day has been referred to as Armed Forces Day.</p> <p>Stroller and Wagon Rental:</p> <ul style="list-style-type: none"> \$6 per day \$6 per day - theme <p>Educational Programs: fees set by Zoo Director based on market conditions and cost of items being resold</p> <p>School Presentations, Camps, Special Programs: fees set by the Zoo Director based on market conditions and estimated variable costs of the program.</p>

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
ZOO (continued)			
25-108	ZOO SERVICES (continued)	<p>Birthday parties: \$11-\$16 per child, based on market conditions and costs of items included</p> <p>Zoo Asset Sales: fees set by the Zoo Director, based on market conditions.</p> <p>Zoo Concessions, Vending & Gifts: fees set by the Zoo Director, based on market conditions and cost of items being resold.</p>	<p>Birthday parties: \$11-\$17 per child, based on market conditions and costs of items included fees set by the Zoo Director based on market conditions</p> <p>Zoo Asset Sales: fees set by the Zoo Director, based on market conditions.</p> <p>Zoo Concessions, Vending & Gifts: fees set by the Zoo Director, based on market conditions and cost of items being resold.</p> <p>Animal Encounters, Tours, and Zoo Rentals: fees set by Zoo Director based on market conditions and estimated variable costs of the program</p>

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
ZOO (continued)			
25-108A	ZOO GARDEN EVENT CENTER	<p>Zoo Garden Event Center:</p> <p>In case of inclement weather, the applicant may request a refund of usage fees subject to an administrative fee or reschedule the reservation date subject to a reservation modification fee.</p> <p>Security Deposit: A Security Deposit may be required.</p> <p>Security Guards: At the discretion of the City Manager or designee, events require one guard per 100 people. \$26+ actual cost of security service (minimum of 4 hours)</p> <p>Weekdays: \$49 per hour for residents \$55 per hour for nonresidents/commercial \$41 per hour for non-profits</p> <p>Evenings* and Weekends: \$60 per hour for residents \$71 per hour for nonresidents/commercial \$41 per hour for non-profits</p> <p>Equipment (per rental) \$32 Wi-Fi * Evenings begin at 5 p.m.</p>	<p>Zoo Garden Event Center:</p> <p>In case of inclement weather, the applicant may request a refund of usage fees subject to an administrative fee or reschedule the reservation date subject to a reservation modification fee.</p> <p>Security Deposit: A Security Deposit may be required.</p> <p>Security Guards: At the discretion of the City Manager or designee, events require one guard per 100 people. \$27+ actual cost of security service (minimum of 4 hours)</p> <p>Weekdays: \$50 per hour for residents \$56 per hour for nonresidents/commercial \$43 per hour for non-profits</p> <p>Evenings* and Weekends: \$62 per hour for residents \$73 per hour for nonresidents/commercial \$43 per hour for non-profits</p> <p>Equipment (per rental) \$35 Wi-Fi * Evenings begin at 5 p.m.</p>

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
ZOO (continued)			
25-108A	ZOO GARDEN EVENT CENTER	<p>Additional Staff Time: An additional hourly rental charge of \$26 per hour will apply if the City is required to schedule additional personnel in order to accommodate the event</p> <p>Cleaning Fee: \$26 + contract cleaning charge + any repair costs for damage to the facility + fully allocated hourly rate of City personnel</p> <p>Cleaning Fee will be applied at the discretion of the City Manager or Designee. (In general it will be required for all rentals where food and/or beverages are served, for all day Saturday rentals and other large events where a cleaning crew is required.)</p> <p>Electricity is included in the rental fee. Tables, chairs, and restroom facilities are not included.</p>	<p>Additional Staff Time: An additional hourly rental charge of \$27 per hour will apply if the City is required to schedule additional personnel in order to accommodate the event</p> <p>Cleaning Fee: \$26 + contract cleaning charge + any repair costs for damage to the facility + fully allocated hourly rate of City personnel</p> <p>Cleaning Fee will be applied at the discretion of the City Manager or Designee. (In general it will be required for all rentals where food and/or beverages are served, for all day Saturday rentals and other large events where a cleaning crew is required.)</p> <p>Electricity is included in the rental fee. Tables, chairs, and restroom facilities are not included.</p>

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
BUSINESS LICENSES			
25-116	NEW BUSINESS LICENSE APPLICATION	\$93 per application Planning, Building, and Fire fees are separate	\$95 per application Planning, Building, and Fire fees are separate
25-118A	BUSINESS LICENSE REPRINT	\$38 per reprint	\$39 per reprint
25-119	SOLICITOR PERMIT	\$76 per permit plus \$11 per card	\$78 per permit plus \$11 per card
25-077	SPECIAL BUSINESS DOJ CHECK	\$251 per application plus any DOJ fees	\$258 per application plus any DOJ fees
25-067	BLUEPRINT/MAP REPRODUCTION	Actual cost of reproduction GIS printout fee based on actual time spent by staff Large building plan copy: \$5 per sheet	Actual cost of reproduction GIS printout fee based on actual time spent by staff Large building plan copy: \$6 per sheet

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
GENERAL			
25-115	DAMAGE TO CITY PROPERTY REPAIR	Charge the fully allocated hourly rates for all required personnel plus any material costs.	Charge the fully allocated hourly rates for all required personnel plus any material costs.
25-120	RETURNED CHECK PROCESSING	\$93 per NSF check	\$95 per NSF check
25-121	ELECTRONIC FILE COPY SERVICE	\$5 per device	\$6 per device
25-122	DOCUMENT CERTIFICATION	\$34 per document	\$35 per document
25-123	CANDIDATE/INITIATIVE FILING	<p>Candidate - \$25 per candidate</p> <p>Initiative - \$200 per initiative Fee is refundable to the filer, if within one year of filing the notice of intent, the elections official certifies the sufficiency of the petition.</p> <p>Fees are set by Sate Law</p>	<p>Candidate - \$25 per candidate</p> <p>Initiative - \$200 per initiative Fee is refundable to the filer, if within one year of filing the notice of intent, the elections official certifies the sufficiency of the petition.</p> <p>Fees are set by Sate Law</p>
25-124	RECORDS COMPILATION SERVICE	Charge the fully allocated hourly rates for all required personnel and any outside costs in accordance with Government Code section 6253.9.	Charge the fully allocated hourly rates for all required personnel and any outside costs in accordance with Government Code section 6253.9.

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
GENERAL (continued)			
25-125	DOCUMENT REPRODUCTION	Copying/Scanning/Faxing: Black & White: \$0.50 - 1st page \$0.10 - each additional page Color Copies: \$1 per page Fair Political Practices Commission copies - \$.10 per page Contract reproduction of documents: Actual cost of reproduction Additional \$5 per request for statements five or more years old	Copying/Scanning/Faxing: Black & White: \$0.50 - 1st page \$0.10 - each additional page Color Copies: \$1 per page Fair Political Practices Commission copies - \$.10 per page Contract reproduction of documents: Actual cost of reproduction Additional \$5 per request for statements five or more years old Reasonable postage will apply for all mailed documents
25-127	CREDIT CARD PROCESSING	4.5% of the amount charged	4.5% of the amount charged

DRAFT FEE SCHEDULE

Ref #	Fee Name	Current Fees	Proposed Fees
GENERAL (continued)			
25-142	MAILING NOTICES/LETTERS & LABELS	0-50 Labels: \$128 51-100 Labels: \$192 101-150 Labels: \$256 151+ Labels: \$320 0-50 Notices: \$96 51-100 Notices: \$160 101-150 Notices: \$224 151+ Notices: \$224 plus \$1 per item over 150 Plus actual cost of postage or other mailing fee	0-50 Labels: \$131 51-100 Labels: \$197 101-150 Labels: \$263 151+ Labels: \$328 0-50 Notices: \$99 51-100 Notices: \$165 101-150 Notices: \$230 151+ Notices: \$230 plus \$1 per item over 150 Plus actual cost of postage or other mailing fee
25-143	EXTENDED STAY ADMINISTRATIVE USE PERMIT FEE	Three percent (3%) fee on all revenue associated with extended stays up to the maximum of 20% of overall annual gross revenue from July 1st to June 30th of each year.	Three percent (3%) fee on all revenue associated with extended stays up to the maximum of 20% of overall annual gross revenue from July 1st to June 30th of each year.
25-130A	ACTIVE NET REGISTRATION	Administrative fee associated with registering for an activity online through Active Net: Activity cost between \$0-\$10.99 - \$1.00 Activity cost between \$11.00-\$39.99 - \$1.10 Activity cost between \$40.00-\$199.99 - \$2.20 Activity cost \$200+ - \$11.00	Administrative fee associated with registering for an activity online through Active Net: Activity cost between \$0-\$10.99 - \$1.00 Activity cost between \$11.00-\$39.99 - \$1.10 Activity cost between \$40.00-\$199.99 - \$2.20 Activity cost \$200+ - \$11.00
25-131	DIRECTOR APPROVED FEE WAIVER	With the approval of the Administrative Services Director, staff would have the ability to waive certain fees that were incurred due to staff error.	With the approval of the Administrative Services Director, staff would have the ability to waive certain fees that were incurred due to staff error.
25-131A	WAIVER OF NOMINAL AMOUNTS	Waive nominal amounts up to \$25 that are due to the City or owed by the City to reduce administrative cost burden.	Waive nominal amounts up to \$25 that are due to the City or owed by the City to reduce administrative cost burden.



CITY OF ATASCADERO

CITY COUNCIL STAFF REPORT

Item G3

Department: City Attorney
Date: 05/27/2025
Placement: Public Hearing

TO: James R. Lewis, City Manager
FROM: Dave Fleishman, City Attorney
PREPARED BY: Taylor Foland, Assistant City Attorney
SUBJECT: 4543 Yerba Avenue Nuisance Abatement Hearing

RECOMMENDATION:

Council adopt Draft Resolution Declaring a Public Nuisance at 4543 Yerba Avenue and Ordering Abatement of the Nuisance.

DISCUSSION:

The City Council is being asked to find and order abatement of a public nuisance located at 4543 Yerba Avenue, Assessor's Parcel No. 028-151-017 ("Property") within thirty days, and authorize the Enforcement Officer to abate the nuisance in the event abatement is not commenced, conducted, and completed pursuant to the Council's Order to Abate.

BACKGROUND

The Property has been the subject of numerous citizen complaints and enforcement actions from around September 2020 to present regarding various local and state law violations, including, but not limited to unlawful outdoor accumulation of debris and waste, improper storage of abandoned and inoperative vehicles, accumulation and storage of combustible materials constituting a fire, health or safety hazard and failure to maintain safe, continuous and unobstructed paths of travel to and from the building. Notably, there have been two fires on the Property, one in March 2008 and another in September 2022, and several reports of illegal burning in 2023 and 2024.

The City has issued the property owner, Ms. Terri Stinson, multiple warning letters and several administrative citations related to the code violations and fire hazards. In addition, Code Enforcement Officer Ayla Tomac has attempted to work with Ms. Stinson over the past several years to remedy these violations by setting up weekly meetings and inspections to encourage forward progress. Despite these efforts, the Property remains in violation of the Municipal Code, California Health and Safety Code, the International Property Maintenance Code and the California Fire Code.

In particular, as identified on the Notice of Nuisance Abatement (Attachment No. 2), the Property is in violation of the following local and state laws:

- **AMC § 9-6.103(g):** Outdoor storage of scrap, junk, and miscellaneous articles and materials in excess of 200 square feet and located outside of the buildable area of the lot
- **AMC § 9-6.103(d)(3):** Storage of inoperative vehicles outside the buildable area of the site
- **AMC § 6-4.103:** Storage of excessive amounts of solid waste, recyclable materials, organic materials, and litter
- **California Health & Safety Code § 17920.3(h):** Combustible waste and vegetation, in the opinion of the chief of the fire department or the chief's deputy, is in such a condition as to cause a fire or explosion or provide a ready fuel to augment the spread and intensity of the fire or explosion arising from any cause
- **California Health & Safety Code § 17920.3(j):** Accumulation of weeds, vegetation, junk, dead organic matter, debris, garbage, offal, rodent harborages, stagnant water, combustible materials, and similar materials or conditions constituting a fire, health, or safety hazard
- **2021 International Property Maintenance Code § 302.1¹:** Exterior property not maintained in a clean, safe or sanitary condition
- **2021 International Property Maintenance Code § 302.3:** Sidewalks, walkways, stairs, driveways, parking spaces and similar areas kept in an improper state of repair and contain hazardous conditions
- **2021 International Property Maintenance Code § 308.1:** Accumulation of rubbish and garbage on the exterior of the property and premises
- **2021 International Property Maintenance Code § 702.1:** Lack of safe, continuous and unobstructed path of travel from a point in the building to the public way
- **2022 California Fire Code § 304.1²:** Accumulation of combustible waste material creating a fire hazard upon premises and placement and storage of combustible material within 10 feet of a building
- **2022 California Fire Code § 315.4:** Storage of combustible materials outside within 10 feet of a lot line

Pursuant to AMC Section 12-1.02, "any condition caused or permitted to exist in violation of any of the provisions of this Code, or its adopted Codes, shall be deemed a public nuisance...". In addition, Section 9-8.106 defines a nuisance to include: "[a]ny condition declared by a statute of the State or ordinance by the City to be a nuisance...[a]ny public nuisance known at common law or equity...[a]ny condition dangerous to human life, unsafe, or detrimental to the public health or safety...[and any] use of land, buildings, or premises established, operated, or

¹ The City of Atascadero adopted the 2021 International Property Maintenance Code as part of the Atascadero Municipal Code. See AMC § 8-1.102.

² The City of Atascadero adopted the 2022 California Fire Code as part of the Atascadero Municipal Code. See AMC § 4-7.102.

maintained contrary to the provisions of this title.” The violations listed above are conditions caused or permitted to exist in violation of the City’s Code and adopted Codes and are dangerous to human life, unsafe, and detrimental to the public health and safety. Accordingly, they constitute a public nuisance which may be abated by the City.

NUISANCE ABATEMENT PROCESS

Chapter 9-8 (Enforcement) of the City’s Municipal Code governs nuisance abatement procedures in the City. First, Section 9-18.107 requires the Enforcement Officer to determine that a nuisance exists and serve a Notice of Nuisance Abatement upon the property owner. This initial notice describes the nuisance condition(s) and orders completion of abatement within 30 days. (See AMC § 9-8.107(a)). If nuisance abatement is not completed at the end of the 30 days, the City may schedule a nuisance abatement hearing before the City Council. At the hearing, the City Council may determine the existence of a public nuisance, order the abatement of such nuisance within a reasonable time, and authorize the Enforcement Officer to abate the nuisance in the event abatement is not completed in accordance with the terms set by the Council at the hearing. The Enforcement Officer must serve a Notice of Nuisance Abatement Hearing upon the property owner fifteen to thirty days prior to the hearing. (AMC § 908.107(b)-(c)).

On April 8, 2025, having determined that nuisance conditions existed on the Property, Ms. Tomac served the initial Notice of Nuisance Abatement personally upon Ms. Stinson and posted the Notice in a conspicuous place on the Property (Attachment No. 2). The Notice listed several conditions at the Property that constitute a public nuisance, described in more detail above, and required correction of the violations within 30 calendar days (i.e. before May 9, 2025).

On May 7, 2025 Ms. Tomac visited the Property and took photos of its condition. Ms. Tomac noticed minimal progress in the form of clearance of a small path partially around the hearse. However, the nuisance conditions had not been abated. On May 12, 2025 after the 30-day abatement period had expired, Ms. Tomac returned to the Property to survey the abatement progress. At this time, Ms. Tomac determined that actions to abate the nuisance conditions had not been commenced, or, if they had been commenced, had not been pursued with diligence nor completed. Accordingly, Ms. Tomac posted a Notice of Nuisance Abatement Hearing in a conspicuous place on the Property and served the Notice personally upon Ms. Stinson (Attachment No. 3).

The Notice of Nuisance Abatement Hearing notified Ms. Stinson of this public hearing regarding nuisance abatement on her Property.

RECOMMENDATION

Pursuant to Section 9-8.107(c), staff recommends the City Council find a public nuisance exists on the Property, order abatement of the nuisance within 30 days, and authorize the Enforcement Officer to abate the nuisance if abatement is not completed within this time.

ALTERNATIVES TO THE STAFF RECOMMENDATION:

1. The City Council may terminate the abatement proceedings and find that no nuisance conditions exist on the Property.
2. The City Council may amend the Resolution to provide for a reasonable time longer than 30 days to abate the nuisance.

FISCAL IMPACT:

While there is no fiscal impact anticipated in the declaration of a nuisance and an order to abate, the City may incur expenses in an amount to be determined should it later be compelled to abate the nuisance with its own forces or a contractor. The cost of this work may be imposed at a later date as a lien against the property, which would ultimately be collected through the property tax rolls. Staff will return to Council with the cost at a subsequent meeting. Furthermore, the property owner will be entitled to protest the cost prior to it being placed on the property tax rolls.

REVIEWED BY OTHERS:

This item has been reviewed by the Deputy City Manager

REVIEWED AND APPROVED FOR COUNCIL AGENDA



James R. Lewis, City Manager

ATTACHMENT(S):

1. Draft Resolution
2. Notice of Nuisance Abatement (April 8, 2025)
3. Notice of Nuisance Abatement Hearing (May 12, 2025)

DRAFT RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ATASCADERO,
CALIFORNIA DECLARING A PUBLIC NUISANCE AT 4543 YERBA
AVENUE, ATASCADERO, CALIFORNIA 93422 (ASSESSOR PARCEL
NUMBER 028-151-017) AND ORDERING ABATEMENT OF THE PUBLIC
NUISANCE**

WHEREAS, from approximately September 2020 to present, City Code Enforcement Officers have responded to citizen complaints and conducted inspections of the property located at 4543 Yerba Avenue, Atascadero, California 93422 (APN 028-151-017) (“Property”); and

WHEREAS, the legal owner of record of the Property is Ms. Terri Stinson (“Property Owner”); and

WHEREAS, the City has issued the Property Owner multiple warning letters and administrative citations due to various Atascadero Municipal Code and adopted code violations related to the unlawful accumulation of debris and waste, improper storage of inoperative vehicles, accumulation and storage of combustible material constituting a fire, health or safety hazard, and failure to maintain safe, continuous and unobstructed paths of travel to and from the building; and

WHEREAS, despite efforts by the City to engage with the Property Owner, the Property remains in violation of the Atascadero Municipal Code, the California Health and Safety Code, the International Property Maintenance Code and the California Fire Code; and

WHEREAS, the Atascadero Municipal Code Section 9-8.106 defines a public nuisance as “Any condition declared by statute of the State or ordinance by the City to be a nuisance; Any public nuisance known at common law or equity; Any condition dangerous to human life, unsafe, or detrimental to the public health or safety; Any use of land, buildings, or premises established, operated, or maintained contrary the provisions of this title”; and

WHEREAS, the Atascadero Municipal Code Section 12-1.02 provides that “any condition caused or permitted to exist in violation of any of the provisions of this Code, or its adopted Codes, shall be deemed a public nuisance...”; and

WHEREAS, City Code Enforcement determined that a nuisance exists on the Property and on April 8, 2025, Code Enforcement personally served the Property Owner and posted conspicuously on the Property a Notice of Nuisance Abatement describing the nuisance conditions on the Property and ordering such conditions be abated within 30 days pursuant to Atascadero Municipal Code Section 9-8.107(a); and

WHEREAS, on May 12, 2025, Code Enforcement inspected the Property and found the nuisance conditions had not been abated and personally served the Property Owner and posted conspicuously on the Property a Notice of Nuisance Abatement Hearing pursuant to Atascadero Municipal Code Section 9-8.107(b) notifying the Property Owner of a hearing before the City Council on May 27, 2025 to determine the existence of a nuisance and order abatement thereof; and

WHEREAS, pursuant to Atascadero Municipal Code Section 9-8.107(c), the City Council of the City of Atascadero conducted a public hearing regarding the nuisance conditions on the Property fifteen days after service of the Notice of Nuisance Abatement Hearing at its duly noticed regularly scheduled meeting on May 27, 2025.

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

Section 1. The above recitals are true and correct and incorporated herein as factual findings in support of the action taken by this Resolution.

Section 2. The Atascadero Municipal Code Section 9-8.106 defines a nuisance as follows:

“A nuisance is any of the following:

- (a) Any condition declared by a statute of the State or ordinance by the City to be a nuisance.
- (b) Any public nuisance known at common law or equity.
- (c) Any condition dangerous to human life, unsafe, or detrimental to the public health or safety.
- (d) Any use of land, buildings, or premises established, operated, or maintained contrary to the provisions of this title.”

Additionally, Atascadero Municipal Code Section 12-1.02 provides:

“In addition to the penalties provided in this chapter, or elsewhere in this Code, or in any Code adopted by reference by this Code, any condition caused or permitted to exist in violation of any of the provisions of this Code, or its adopted Codes, shall be deemed a public nuisance and may be abated by the City, and each and every day or portion thereof that such condition continues shall constitute a separate and distinct offense.”

California Civil Code Section 3494 further authorizes the City to abate the public nuisance:

“A public nuisance may be abated by any public body or officer authorized thereto by law.”

Section 3. At the meeting on May 27, 2025, the City Council considered whether the conditions existing at the subject property constitute a public nuisance. All evidence, both written and oral, presented during the meeting were considered by the City Council in making its determination.

Section 4. A record of the proceeding indicates the following:

- A. The Property is a single-family home.
- B. On September 22, 2020, City Code Enforcement responded to a complaint on the Property and opened a Code Enforcement item for the Property due to a violation of Atascadero Municipal Code Section 9-6.103(g) related to outdoor storage of scrap, junk, and miscellaneous articles and materials in excess of 200 square feet, five feet of height, and confined to the buildable area of the lot. On March 4, 2021, the City issued the Property Owner an administrative citation for violation of Section 9-6.103(g). The City issued a second administrative citation for violation of Section 9-6.103(g) on March 31, 2021. From the period of 2021 to present, the City received numerous complaints from citizens regarding the accumulation of debris in the front of the property attracting pests and vermin, storage of abandoned vehicles, and fire and safety hazards on the Property. On September 7, 2022, a fire occurred in the back yard of the residence. On September 21, 2022, the City issued the Property Owner a formal warning letter identifying and requiring the Property Owner to correct violations of the following local and state laws creating unsafe and uninhabitable conditions at the Property: Atascadero Municipal Code Sections 6-4.03, 9-6.103(g), and 9-6.103(d)(3), California Health and Safety Code Section 17920.3(h) and (j), International Property Maintenance Code Sections 302.1, 302.3 308.1, and 702.1, and California Fire Code Sections 304.1, 315.4, 104.3 , 104.10, 104.11, and 104.11.12. On August 19, 2023, in response reports of illegal burnings at the Property, the Atascadero Fire Department issued the Property Owner a formal warning regarding illegal burning. Code Enforcement has routinely inspected the Property and communicated with the Property Owner to monitor progress toward correction of the violations, performing approximately monthly inspections from 2022 to present.
- C. The City's attempts to obtain voluntary compliance from the property owner have been unsuccessful.

Section 5. Based upon information provided to the City Council and on substantial evidence in the record, the City Council hereby finds and declares that the Property is a public nuisance pursuant to Chapter 9-8 of the Atascadero Municipal Code. The City Council further directs staff prepare a notice of order to abate to the Property Owner in accordance with Section 9-8.107(c) of the Atascadero Municipal Code directing the Property Owner to complete abatement within thirty (30) days of service of the notice. In the event abatement is not completed in accordance with the terms set forth herein, the City Council authorizes the Enforcement Officer, or his or her designee, to abate the nuisance.

Section 6. The City Clerk shall certify to the adoption of this Resolution and hereafter the same shall be in full force and effect.

PASSED AND ADOPTED at a regular meeting of the City Council held on the 27th day of May 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

NOTICE OF NUISANCE

DELIVERED VIA POSTING ON NUISANCE PROPERTY AND PERSONAL SERVICE
TO LEGAL OWNER OF PROPERTY

*[Issued Pursuant to Health and Safety Code Section 17980 and Atascadero Municipal
Code Section 9-8.107(a)]*

Date: 4/8/25

Nuisance Property: 4543 Yerba Avenue
Atascadero, CA 93422
APN 028-151-017

Issuing Agency: City of Atascadero Code Enforcement
Ayla Tomac, Certified Code Enforcement Officer
5505 El Camino Real
Atascadero, CA 93422
(805) 470-3191

Legal Owner: Terri Stinson

This Legal Notice and Order to Abate is issued pursuant to Health and Safety Code Section 17980 and Chapter 9-8 of the Atascadero Municipal Code. It has been determined by code enforcement officials for the City of Atascadero ("City") that the parcel of real property located at the address and Assessor's Parcel Number ("APN") identified above ("Nuisance Property") contains unlawful conditions that constitute a public nuisance and pose a substantial danger to the health, safety, and general welfare of the surrounding community, and the public. These unlawful conditions are in violation of multiple provisions of the law, including, but not limited to the California Health and Safety Code, the International Property Maintenance Code, the California Fire Code, and the Atascadero Municipal Code ("AMC"). City of Atascadero Code Enforcement officials have determined that the Nuisance Property is dangerous to human life, unsafe, or detrimental to the public health or safety.

The following lists unlawful conditions (collectively, "Nuisance Conditions") identified during multiple inspections of the Nuisance Property starting on or around September 22, 2020, and proceeding to the present, the corrective actions required to abate the Nuisance Conditions. This is not an exhaustive list of all violations and the City retains the right to identify further violations as they are discovered:

- Outdoor storage of scrap, junk, and miscellaneous articles and materials in excess of 200 square feet and located outside of the buildable area of the lot in violation of AMC § 9-6.103(g).
- Storage of inoperative vehicles outside the buildable area of the site in violation of AMC § 9-6.103(d)(3).

- Storage of excessive amounts of solid waste, recyclable materials, organic materials, and litter in violation of AMC § 6-4.103.
- Combustible waste and vegetation, in the opinion of the chief of the fire department or the chief's deputy, is in such a condition as to cause a fire or explosion or provide a ready fuel to augment the spread and intensity of the fire or explosion arising from any cause in violation of Health & Safety Code § 17920.3(h).
- Accumulation of weeds, vegetation, junk, dead organic matter, debris, garbage, offal, rodent harborages, stagnant water, combustible materials, and similar materials or conditions constituting a fire, health, or safety hazard in violation of Health & Safety Code § 17920.3(j).
- Exterior property not maintained in a clean, safe or sanitary condition in violation of the 2021 International Property Maintenance Code § 302.1 (adopted by the City of Atascadero; see AMC § 8-1.102).
- Sidewalks, walkways, stairs, driveways, parking spaces and similar areas kept in an improper state of repair and contain hazardous conditions in violation of the 2021 International Property Maintenance Code § 302.3 (adopted by the City of Atascadero; see AMC § 8-1.102).
- Accumulation of rubbish and garbage on the exterior of the property and premises in violation of the 2021 International Property Maintenance Code § 308.1 (adopted by the City of Atascadero; see AMC § 8-1.102).
- Lack of safe, continuous and unobstructed path of travel from a point in the building to the public way in violation of the 2021 International Property Maintenance Code § 702.1 (adopted by the City of Atascadero; see AMC § 8-1.102.)
- Accumulation of combustible waste material creating a fire hazard upon premises and placement and storage of combustible material within 10 feet of a building in violation of the 2022 California Fire Code § 304.1 (adopted by the City of Atascadero; see AMC § 4-7.102).
- Storage of combustible materials outside within 10 feet of a lot line in violation of the 2022 California Fire Code § 315.4 (adopted by the City of Atascadero; see AMC § 4-7.102).

YOU ARE HEREBY ORDERED TO ABATE all Nuisance Conditions on the Nuisance Property, including, but not limited to, all unlawful conditions identified herein by removing all Nuisance Conditions from the Property. If all nuisance conditions are not abated within thirty (30) calendar days, a hearing will be held before the Atascadero City Council to consider whether to order abatement of the nuisance and levy a special assessment, which may be collected at the same time and in the same manner as is provided for the collection of ordinary taxes pursuant to Government Code Section

38773.5. Special assessments shall be subject to the same penalties, interest and procedures of foreclosure and sale in the case of delinquency as is provided for ordinary taxes.

If you have any questions regarding this Notice of Nuisance, you may contact the Issuing Agency.



City of Atascadero
POLICE DEPARTMENT

Ayla Tomac
Code Enforcement Officer

NOTICE OF NUISANCE ABATEMENT HEARING

DELIVERED VIA POSTING ON NUISANCE PROPERTY AND PERSONAL SERVICE
TO LEGAL OWNER OF PROPERTY

*[Issued Pursuant to Health and Safety Code Section 17980 and Atascadero Municipal
Code Section 9-8.107(b)]*

Date: 5/12/2025

Nuisance Property: 4543 Yerba Avenue
Atascadero, CA 93422
APN 028-151-017

Issuing Agency: City of Atascadero Code Enforcement
Ayla Tomac, Certified Code Enforcement Officer
5505 El Camino Real
Atascadero, CA 93422
(805) 470-3191

Legal Owner: Terri Stinson

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The following lists unlawful conditions (collectively, "Nuisance Conditions") identified during multiple inspections of the Nuisance Property starting on or around September 22, 2020, and proceeding to the present, the corrective actions required to abate the

Working together to **serve**, build **community** and enhance **quality of life**.

Nuisance Conditions. This is not an exhaustive list of all violations and the City retains the right to identify further violations as they are discovered:

- Outdoor storage of scrap, junk, and miscellaneous articles and materials in excess of 200 square feet and located outside of the buildable area of the lot in violation of AMC § 9-6.103(g).
- Storage of inoperative vehicles outside the buildable area of the site in violation of AMC § 9-6.103(d)(3).
- Storage of excessive amounts of solid waste, recyclable materials, organic materials, and litter in violation of AMC § 6-4.103.
- Combustible waste and vegetation, in the opinion of the chief of the fire department or the chief's deputy, is in such a condition as to cause a fire or explosion or provide a ready fuel to augment the spread and intensity of the fire or explosion arising from any cause in violation of Health & Safety Code § 17920.3(h).
- Accumulation of weeds, vegetation, junk, dead organic matter, debris, garbage, offal, rodent harborages, stagnant water, combustible materials, and similar materials or conditions constituting a fire, health, or safety hazard in violation of Health & Safety Code § 17920.3(j).
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- Storage of combustible materials outside within 10 feet of a lot line in violation of the 2022 California Fire Code § 315.4 (adopted by the City of Atascadero; see AMC § 4-7.102).

On April 8, 2025, the City served an initial Notice of Nuisance personally upon the Legal Owner and posted the notice prominently and conspicuously on the Nuisance Property ordering the abatement of all Nuisance Conditions on the Nuisance Property within thirty (30) calendar days. The City has determined that abatement of the Nuisance Conditions has not been completed within the time specified.

YOU ARE HEREBY NOTIFIED that a hearing before the City Council shall occur on May 27, 2025 at 6:00 p.m. at 6500 Palma Avenue, Atascadero, California 93422 to determine whether the conditions on the Nuisance Property shall be found to be a nuisance and whether to order abatement of the nuisance and levy a special assessment for the costs of the nuisance, which may be collected at the same time and in the same manner as is provided for the collection of ordinary taxes pursuant to Government Code Section 38773.5. Special assessments shall be subject to the same penalties, interest and procedures of foreclosure and sale in the case of delinquency as is provided for ordinary taxes.

If you have any questions regarding this Notice of Nuisance Abatement hearing, you may contact the Issuing Agency.